

Delaware Volunteer Fire Service Revolving Loan Fund Application

The Delaware Volunteer Fire Service Revolving Loan Fund was established to upgrade equipment and improve facilities that are essential to providing adequate fire, rescue, emergency medical and technical emergency response related service to Delaware communities. Loan funds are limited and are not available for equipment that has already been delivered or for the expansion of facilities and parking that has already been completed. For consideration, equipment and expansions must be deemed necessary to provide adequate fire, rescue and emergency medical and technical emergency response services to the surrounding community by the Delaware Council on Volunteer Fire Service. See the Program Guidelines for additional information.

PLEASE NOTE: This application and its attachments and other supporting information should be electronically delivered to DCVFSRevolvingLoanFund@delaware.gov. Documents that cannot be delivered electronically should be sent to: **State of Delaware, Dept. of Finance, Office of the Secretary, 820 N. French Street, 8th floor, Wilmington, DE 19801.**

A. General Information

1. Applicant's Legal Name and Mailing Address

2. County: _____ 3. Applicant's Federal Tax I.D. #: _____

4. Name/Position of Contact Person: _____

5. Mailing Address, if different: _____

6. E-mail Address: _____

7. Phone Numbers: (identify home/work/pager/cell) _____

The following information will be considered for prioritizing loan applications.

B. Organizational Profile

8. Name of applicant's primary protection district: _____

9. Population of applicant's primary protection district: _____

10. Square Miles of applicant's primary protection district: _____

C. Checklist of Financial Information to include with application

11. ___ Most recent Compilation Review or Audit Report

12. ___ Two years financial summary as submitted to the State Fire Prevention Commission.

13. ___ Inventory of applicant's assets (attached)

14. ___ Company's Resolution to Procure and Borrow for Requested Asset (attached)

15. ___ List of Company Officers (attached)

16. Please describe any income, revenue or other financial support from any source not reflected in the financial statements, for example, in-kind services, energy or city services provided by an outside source. _____

D. Asset to Be Acquired

VEHICLES AND APPARATUS

Part 1 Describe asset to be acquired

☐ New ☐ Used ☐ Rehabilitated Vehicle

☐ Addition ☐ Replacement

☐ Rescue Truck ☐ Heavy Rescue ☐ Aerial ☐ Pumpers ☐ Ambulance

☐ Light Duty Rescue ☐ Watercraft Rescue ☐ Other Used Apparatus

Year _____ Make _____ Model _____

Tank cap./gal _____ Pumping cap./gal _____ Ladder/ft. _____

If used:

Odometer _____ Vehicle ID# _____

Part 2 Describe asset to be replaced, if applicable

☐ Rescue Truck ☐ Heavy Rescue ☐ Aerial ☐ Pumpers ☐ Ambulance

☐ Light Duty Rescue ☐ Watercraft Rescue ☐ Other Used Apparatus

Year _____ Make _____ Model _____

Odometer _____ Vehicle ID# _____

Tank cap./gal _____ Pumping cap./gal _____ Ladder/ft. _____

Part 3 Describe vehicle to be rehabilitated/repaired as well as rehabilitation efforts, if applicable

☐ Rescue Truck ☐ Heavy Rescue ☐ Aerial ☐ Pumpers ☐ Ambulance

☐ Light Duty Rescue ☐ Watercraft Rescue ☐ Other Used Apparatus

Year _____ Make _____ Model _____

Odometer _____ Vehicle ID# _____

Does vehicle meet applicable NFPA Standards? _____

EQUIPMENT

☐ New

☐ Accessory Equipment ☐ Communications Equipment ☐ Personal Protective Equipment

Accessory equipment: ***any equipment used to support fire rescue and EMS; for example; hoses, saws and fans.*** List the type of accessory, communications or personal protective equipment being acquired:

FACILITY☐ New Construction☐ Modernization☐ Renovation/Repair

Describe the organization's existing facilities and explain why they are inadequate. Describe the construction, renovations, repairs or modernization that is planned. If the facility address is, or will be different from the address listed in Section A of this application, please indicate the new address. Attach plans and detailed estimates of construction costs.

17. Estimate of Contract or Bid Cost: _____

18. Purpose of Loan Request:

☐ Buy new apparatus/equipment/facility☐ Refinance existing apparatus/equipment/facility

| |
|-----------------|
| E. Loan Request |
|-----------------|

19. Amount of Loan Requested: _____

20. Term of Loan Requested: _____

21. Estimated Delivery Date of Equipment or Apparatus: _____

22. How will the proposed expenditure be funded if the Loan Request cannot be approved?

23. Other Funding sources and types (Loan/Allocation/Donation or Grant)

| Source | Amount | Type | Expected Loan Rate |
|-----------------------------------|--------|-------|--------------------|
| Self-funding | _____ | _____ | _____ |
| Bank or other lending institution | _____ | _____ | _____ |
| Municipality | _____ | _____ | _____ |
| Relief Assoc./Org. or Individual | _____ | _____ | _____ |
| Other _____ | _____ | _____ | _____ |

25. Please describe both your need for the apparatus, equipment or facility proposed as well as your need for a DVFS revolving loan. Attach a separate page, if necessary.

| |
|-----------------------------------|
| F. Signature/Certification |
|-----------------------------------|

We, the undersigned and duly authorized officers of _____ do hereby certify that the information presented in this application, including all attachments, is true and accurate and that we are authorized by Resolution to apply for a loan and to borrow from the Delaware Volunteer Fire Service Revolving Loan Fund. Said Resolution, in the form attached, is signed, sealed and submitted with this application.

| | |
|--|------------|
| Name: _____ | Date _____ |
| Signature of Volunteer Company President | |

| | |
|--|------------|
| Name: _____ | Date _____ |
| Signature of Volunteer Company Secretary | |

(Affix Corporate Seal)

Delaware Volunteer Fire Service Revolving Loan Fund
Inventory List

Please describe applicant's fleet, including vehicles, apparatus and equipment.

| Year | Type | Make/Model | Year Purchased | Cost | Estimated Value |
|------|------|------------|-------------------|------|--------------------|
|------|------|------------|-------------------|------|--------------------|

Delaware Volunteer Fire Service Revolving Loan Fund Officers List

Please list all officers of the Company.

Delaware Volunteer Fire Service Revolving Loan Fund Officers List

Please list all officers of the Company.

Name

Office

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RESOLUTION TO PROCURE AND BORROW FOR REQUESTED ASSET

I, _____, an officer of _____,
certify that the corporate officers of this organization have been authorized to procure
_____.

Said officers are also authorized to file an application to borrow money in the amount of
\$ _____ from the Delaware Volunteer Fire Service Revolving Loan Fund. Minutes from
the relevant meeting of the board are attached.

Signature of Company Officer

Date

Signature of Company Secretary

Date

(Affix Company Seal)