

Note: Some of the questions in the form require the attachment of specific documents. In addition, at the bottom of every page of the electronic form, there is a link that will allow the applicant to attach additional supporting documentation as necessary. A list of the essential supporting documentation requested by DFC is as follows:

SUPPORTING DOCUMENTATION

1. COMPLETE BUSINESS PLAN/PRELIMINARY INFORMATION MEMORANDUM

Since DFC supports a variety of transaction structures in many different sectors/industries and countries, it is not possible to provide a standard business plan template. The following checklist details the items that applicants should consider as they prepare their business plans. Please provide as complete a business plan as possible.

Investment/Transaction Summary

- **Investment/Transaction Description/Status** Describe the purpose for which the DFC loan/guaranty is to be used and any development activities completed to date -- investment made to date, market or feasibility studies performed, status of documentation/permits/government consents, environmental studies, past and ongoing consultations with project-affected communities (including disadvantaged and vulnerable groups), etc.
- **Financial Plan and Credit Support** Describe the proposed DFC and other lender debt -- loan amount, tenor, grace period -- and source, timing and amount of DFC or other equity contributions, grants or other funding; describe any proposed collateral and other credit support

Key Parties

- **Owners/Shareholders, Guarantors, Management, Contractors, Regulators** -- Provide detailed information on the key parties associated with the transaction, fully explain their role(s), and explain the relationships among them. If certain characteristics (e.g. a strong credit rating) or capabilities/experience (e.g. a strong track record in a given market or industry) are important to that party being considered a good candidate to fulfill their role in the transaction, please highlight that information.

Sector/Target Market/Economics

- **Sector/Industry** Describe the competitive environment in which the investment is being made and any recent or emerging trends that may affect its success.
- **Product/Services** Describe the ultimate products or services that this investment will produce, in what quantity, and whether for the local market or for export (and if for export, to which countries)
- **Economic/Technical Specifications** If relevant, provide economic assumptions, technical parameters, construction plans/schedule, equipment/land to be procured, off-take arrangements, etc.
- **Agreements** List any key contractual arrangements necessary to the success of the investment such as concession or franchise/royalty agreement(s), construction contract(s), offtake agreement(s), environmental impact studies, feasibility studies, marketing studies, technical assistance agreement(s), management services agreement(s), lease(s), etc. (and attach electronically if available)

Legal, Economic, Political Environment and Government Participation

- **Licenses/Permits** List all licenses, permits, consents, approvals, environmental requirements etc. required by the country/local government and the status of such documentation.
- **Legal Regime** List local laws, regulations or pending reforms that will impact the investment or the sector.
- **Economic/Political Climate** Describe relevant economic and political factors in the country/region where the investment is located.

- **Government/Multilateral Participation** Describe any government or multilateral involvement in the investment or the sector and any government incentives such as tax holidays.
- **Litigation or Dispute Resolution** Describe any litigation or community dispute or complaint resolution processes that have occurred or are occurring involving any of the key parties that could affect this investment.

Transaction Strengths/Risks and Risk Mitigation

- **Strengths** Describe those factors that contribute to the long-term viability of the investment/transaction.
- **Risks** Describe risks such as credit risks, sector/market risks and competition, operational and management risks, political/economic risks, legal/regulatory risks and environmental, social and human rights risks and what steps the Borrower/Guaranteed Party will take to mitigate such risks and provide access to accountability and remedy for negative project impacts on individuals and communities.

2. Financial Projections Model

The financial projections model should cover at least the entire proposed term of the DFC loan/guaranty. It should include detailed, financially-justifiable assumptions on all key drivers of the proposed transaction and should clearly demonstrate how funds provided or guaranteed by DFC will be repaid or recouped successfully. The model should also include financial statements (i.e., balance sheet, income statement, cash flow statement) and ratios or other financial measurements relevant to the industry/transaction type being modeled. In addition, the model should be structured in such a way as to make it simple to adjust key assumptions and thereby analyze potential financial performance under adverse conditions.

If the applicant does not already have a financial projections model that meets these criteria, DFC has provided a [model template](#) and [template instructions](#) that may assist some applicants in creating a model. Please note that this template is not designed to model financial institutions or other entities with lending or leasing portfolios.

3. Historical Financial Statements

Evaluating the financial strength of parties upon which the transaction will depend (primary investors, guarantors, key contractors or off-takers) is an important part of DFC's evaluation. For each such party, please provide financial statements, preferably prepared in accordance with U.S. Generally Accepted Accounting Principles ("U.S. GAAP") or International Financial Reporting Standards ("IFRS"). Financial Statements must be prepared in English or accompanied by a certified English translation. Listed below are the types of financial statements that should be submitted for each type of entity:

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| For a public corporation: | <ul style="list-style-type: none"> - 10K or equivalent (most recent 3 years) - 10Q or equivalent (most recent quarter) |
| For a private corporation: | <ul style="list-style-type: none"> - Annual Financial Statement (preferably audited; most recent 3 years) - Quarterly Financial Statement (most recent quarter) - Tax Return (most recent 3 years) |
| For a partnership: | <ul style="list-style-type: none"> - Annual Financial Statement (preferably audited; most recent 3 years) - General Partner information, including (i) current signed Statement of Net Worth (assets, liabilities, net worth) and (ii) ownership |
| For an individual: | <ul style="list-style-type: none"> - Current Signed Personal Financial Statement (assets, liabilities, net worth) <ul style="list-style-type: none"> – DFC Form-005 Personal Financial Statement (fillable PDF) - Tax Return (most recent 3 years) |