

LOAN APPLICATION

LOCAL PUBLIC ADMINISTRATION AUTHORITY AND PROJECT DESCRIPTION

1. **Local Public Authority :** _____

Location: _____

Registration number:

Account: _____ Bank: _____

Mayor Mr./ Mrs. _____

Local Council established on _____

Legal Frame:

Territory administration unit description:

- a. administrative territory (surface and towns/ constituent villages, if the case)_____
- b. population (total no. of inhabitants)_____, unemployed_____

Local Council structure:

Full name	Position

Personnel of the local authority (to mention only the first 5 persons in order of importance in the current activity and decision making process, and total number of employees):

Name and surname	Position	Starting at	Position held before

Partnership structure held by the local authority:

Entity name	Registration number and location	Percentage held (%)

Local public authority activity:

A. The main services provided by the local Public Authority:

B. Plan of investments:

- describe the investments during the last three years and the investment plan for the present year and the three years to come, by filling in the table below :

Project name	Financial sources	Total value of the project	Project value financed by the local public authority	Investment beginning date	Thousands ROL	
					Term	

Budget information:

Please, resume financial information based on the last three years budget, the present year and the estimates for the three years to come:

Incomes (thousands ROL):

	Year -3	Year -2	Year -1	Present year	Year 1	Year 2	Year 3
I. Total own incomes, from which:							
1. Income taxes from SC/RA being under the local authority							
2. Direct incomes and taxes (buildings, lands, vehicles, etc.): from the population							

from juridical persons							
3. Other direct incomes and taxes							
4. Total indirect incomes and taxes, from which: -authorization taxes for the trading societies							
5. Non-fiscal revenues							
6. Total incomes with special destination, from which: -special taxes							
II. Withholdings from the total state budget, from which: - withholdings from the income tax - withholdings from VAT							
III. Subventions							
IV Donations, sponsorships							
Total incomes							

Expenses (thousands ROL):

Year	Year -3	Year -2	Year -1	Present year	Year 1	Year 2	Year 3
Expenditures with debt payment (including rates, interests, commissions and other assimilated costs)							
Salary expenses							
Expenditures on subsidized thermal energy							

Expenditures on subsidized local transport							
Expenditures on personnel and materials for child protection directions (if there is the case)							
Other expenses (specify its nature)							
Total expenses							

Local Public Administration Debts:

Total debts (thousands ROL)

Year	Year -3	Year -2	Year -1	Present year	Year 1	Year 2	Year 3
Debt (at the end of the year)							

Loans contracted (USD):

Lender	Total amount	Duration	Unpaid/To be paid	Guarantees / Remarks	Loan Destination

Debts to the main suppliers (thousands ROL):

Supplier	Total amount at the end of the year before

Debts to the state budget (thousands ROL):

Nature of the debt	Amount	Maturity date	Current debt	Bad debt	Remarks

Other remarks:

INVESTMENT PROJECT DESCRIPTION

1. Project description:

Please describe (maximum 3 pages) the project for which you requested the FREE loan. Please, describe the advantages resulting from the project implementation and their impact on the public authority's activity.

Please, specify the main components of the total cost of the investment (base don the available proforma invoices, if available) and the financial sources (own resources, FREE, other financial institutions, other sources).

Component	Cost (USD)	Financial Source
Feasibility studies	_____	_____
Equipment	_____	_____
Civil works (works)	_____	_____
Managerial costs	_____	_____
Control and monitoring	_____	_____
Others	_____	_____
Total:	_____	_____

Date proposed for implementation: _____ . Time estimated for implementation: _____ .

Please indicate the main certificates/licenses/authorizations needful for the project, including provisions on the environment.

Please provide information about laws and regulations, import export competences, etc. relevant applicable for the Project.

Please comment the technology solution/the technology proposed.

Please estimate the energy savings evaluated in terms of volume/physical and value (USD), on an annual basis. Please, compare the energy savings with the current energy consumption and energy costs, production and operational costs. Indicate the estimation range regarding the energy savings and prices.

What is the simple payback period (years/months) considering all the estimated savings?

Are there any opportunity and/or (pre)feasibility studies available? If yes, please attached them. If no, what is the basis of the above mentioned declaration regarding energy savings, etc?

2. Other remarks:

List of documents

To be attached to Form no.2 – Local public administration authority and the project description

No.	Document	Remarks
1	Status	
2	Financial Statements	The balance sheet and the execution budget account for the last three years and for the first quarters of the present year. Internal audit reports for the last three years
3	The development strategy of the local public authority administration	If available. The strategy should contain the proposed investment and should cover the period estimated for the reimbursement of FREE financing.
4	Opportunity, (pre)feasibility studies, or similar studies	If available. See note 1. The studies need to demonstrate the necessity of the project, technical solution, estimated energy savings, and other conveniences.
5	Energy Audit	If available.

Note 1: If there are no such studies, please provide a minimum of information regarding: energy suppliers, energy trends of prices, technological risks, existence of natural source of combustible (if available), commercial agreements, if exist, for energy procurement, the area of implementation of the necessary technology.

FREE – USE OF FUNDS¹

According to FREE investment policy, the funds are to be utilized for financing:

- Purchasing, proper installation and commissioning of the equipment, machinery and other tools for energy efficiency investments. Main energy efficiency equipments are considered the following: burners and boilers, variable speed drives, condensers for condensers for power factor improvement, compressors, controls and steam traps, etc. It is acknowledged that the above listing should be used as indicative and far from being exhaustive;
- Technical assistance and advice for proper installment of the above mentioned purchased equipment;
- Know-how procurement (advanced technologies, etc);
- Training of staff in using properly the equipment and new technologies;
- Equipment Leasing;
- Transportation and logistic support;
- Rehabilitation of the buildings for developing those activities;
- Rehabilitation of other used facilities.

In respect of its investment policy FREE funds cannot be used to finance:

- Rental for buildings and equipment;
- Purchase of land and buildings for production and administrative offices;
- Purchase of transportation means which are not directly linked with the technological production flow;
- Salaries for own staff of the borrower;
- Raw materials (fuels, etc.); and
- Investment in Prohibited Activities (see next page).

¹ According to FREE's Operational Manual.

"Prohibited Activities" means:

- Large-scale mining, oil and gas exploration or development and supporting services, if such services are directly related to exploration or development.
- Speculative real estate investing or trading.
- Production or activities involving harmful or exploitative forms of forced labor or harmful child labor.
- Production or trade in a product or activity that is illegal under the laws of Local government or international conventions and agreements.
- Production or trade in weapons and munitions.
- Production or trade in alcoholic beverages (excluding beer and wine).
- Production or trade in tobacco.
- Gambling, casinos and equivalent enterprises.
- Trade in wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora.
- Production or trade in radioactive materials.
- Production or trade in unbounded asbestos fibbers.
- Commercial logging operations or the purchase of logging equipment for use in primary tropical moist forest.
- Production or trade in products containing PCBs.
- Production or trade in pharmaceuticals subject to international phase-outs or bans.
- Production or trade in pesticides/herbicides subject to international phase-out or bans.
- Production or trades in ozone depleting substances subject to international phase-out.
- Drift net fishing in the marine environment using nets in excess of 2.5 kilometers in length.

Name of the legal representative

Position and stamp

Signature of the legal representative

**Date of submitting the Loan
Application to FREE**