

**EXHIBIT 8-G
LOAN PORTFOLIO DATA (LPD) FORM**

Attached for your use is a copy of the CDBG-ED "Loan Portfolio Data" Form. The U.S. Department of Housing and Urban Development (HUD) requires the Montana Department of Commerce (MDOC) to track CDBG-ED assisted businesses. Due to imminent changes in the CDBG-ED program mandated by HUD, the MDOC needs to track primary and secondary loan activities generated from the above awards, in order to report program performance measurements for the CDBG-ED program. This information also enables the Department to better provide technical assistance to local governments and local development organizations with their community development objectives.

Revolving Loan Fund managers must submit the LPD form, or its equivalent, for CDBG-ED loan information on an annual basis. **The reports are due no later than January 31 for the period ending December 31.**

You may make copies of the enclosed forms for future LPD reporting. Please submit a completed form, or its equivalent, for each CDBG-ED primary and secondary loan. Send the form(s) to:

Community & Economic Vitality Program Manager
CDBG-ED Program
Community Development Division
Montana Department of Commerce
P.O. Box 200523
Helena, MT 59620-0523

Please call (406) 841-2770 for additional information or assistance.

**MONTANA COMMUNITY DEVELOPMENT BLOCK GRANT
ECONOMIC DEVELOPMENT (CDBG-ED) LOAN PROGRAM
PRIMARY LOAN PORTFOLIO DATA**

Please copy sheets as needed for reporting each primary loan.

Report as of: _____ Contract Number: _____

Grantee (Local Government): _____

Business Name: _____

Business Location: _____

Business Contact: _____ Phone _____

Business Address: _____

Prepared by: _____ Phone _____

BALANCE OF AVAILABLE FUNDS IN RLF \$ _____

Interest Income Earned on RLF \$ _____

1) CDBG-ED Loan Information:

Original Date of Loan: _____

Total Loan Amount (CDBG-ED ONLY) \$ _____

Monthly Payment Amount: \$ _____

Total Payments to Date: \$ _____

(Cumulative Interest Payments: \$ _____)

(Cumulative Principal Payments: \$ _____)

Remaining Repayment Amount: \$ _____

Interest Rate: _____ %

Loan Term: _____ Years

Remaining Term: _____ Years

Security: _____

2) Current on Loan Payments? Yes ___ or No ___

If not current, explain:

3) If Bankrupt, Total Recapture Amount: \$ _____

4) Jobs: # Created: _____ # Retained: _____

LMI Created: _____ # LMI Retained: _____

5) Further Leverage/Spin-off Activities, directly related to this project, if known:

6) Any Secondary Loan Activity to Date? Yes ___ or No ___ (If yes, fill out next page.)

SECONDARY LOAN ACTIVITY

**This form may be used to report secondary loan activity.
For multiple source RLF's, a roll-up of loan activity is acceptable.**

LOAN # _____

Original Local Government Grantee: _____

Primary Loan Contract Number: _____

Primary Loan Business Name: _____

Secondary Loan Business Name: _____

Secondary Business Address: _____

Purpose of Loan: _____

CDBG-ED Eligible Activity? Yes___ or No___ (See CDBG-ED Program Brochure)

1) CDBG-ED Loan Information:

Date of Secondary Loan: _____ Total Loan Amount: \$_____

Monthly Payment Amount: \$_____ Total Payments to Date: \$_____

(Cumulative Interest Payments: \$_____)

(Cumulative Principal Payments: \$_____)

Remaining Repayment Amount: \$_____

(Optional) Interest Rate: _____ % Loan Term: _____ Years

Term remaining on loan: _____ Years

(Optional) Security: _____

2) Current on Loan Payments? Yes___ or No___

3) Jobs : # Created: _____ # Retained: _____ #LMI _____

Jobs are a HUD priority item and needs to be documented.

Comments:

LOAN PORTFOLIO DATA FORM INSTRUCTIONS

Report as of: (December 31 of each year) Contract # (primary loan contract #)

Grantee: (Grantee and Administering Entity, if applicable)

Business Name: (Name of the business assisted)

Business Location: (Town or city business is located in)

Business Contact: (Name of contact person for the business) Phone (their phone #)

Business Address: (Self-explanatory)

Prepared by: (Name of person & name of organization preparing this form) Phone (their phone #)

1) CDBG-ED Loan Information:

Original Date of Loan: (Contract award date)

Total CDBG Loan Amount: \$ (Original loan amount)

Monthly Payment Amount: \$ (Self-explanatory)

Total Payments to Date: \$ (Total dollar amount of payments made by the business, to date)

(Cumulative Interest Payments: \$ (Total dollar amount of interest payments made by the business, to date).)

(Cumulative Principal Payments: \$ (Total dollar amount of principal payments made by the business, to date).)

Interest Income Earned: \$ (Total amount of interest earned by the locality or administering entity on loan repayments deposited into an interest earning account).

Remaining Repayment Amount: \$ (Self-explanatory)

Interest Rate: (per the loan agreement) %

Loan Term: (per the loan agreement) Years

Remaining Term: (per the loan agreement) Years

Security: (Brief description of loan security)

2) Current on Loan Payments? Yes or No (Check "Yes" or "No")

If not current, explain: *(If the loan is not current, explain the circumstances, number of delinquent payments, and corrective actions being taken)*

3) If Bankruptcy, Total Recapture Amount?: \$ (Self-explanatory)

4) Jobs/Hiring Status: (Provide a brief description of the status of the jobs created or retained)

5) Further Leverage/Spin-off Activities, directly related to this project, if known:

(Provide a brief description of any known Leverage/Spin-off Activities, directly related to this project)

6) Any Secondary Loan Activity to Date? Yes___ or No___
(Check "Yes" if any secondary relending of funds has occurred and fill out information on Secondary Loan Activity – 8.1.3.)