



# Job Creation/Retention Worksheet

Name of Project/Business: \_\_\_\_\_ Type of Business: \_\_\_\_\_

Uses:		Sources:	
Equipment/Operating	\$ _____	Bank Loan	\$ _____
Debt Refinancing	\$ _____	Local Government Program	\$ _____
Acquisition	\$ _____	State Government Program	\$ _____
Rehabilitation/Construction	\$ _____	HUD/Federal Government Program	\$ _____
Closing Costs/Service Fees	\$ _____	Foundation/Grant	\$ _____
Other	\$ _____	Other _____	\$ _____
<b>Total Uses</b>	<b>\$ _____</b>	<b>Total Sources</b>	<b>\$ _____</b>

Type of CLP Application:

Job Creation

Date Job Creation to be Completed: \_\_\_\_\_

Job Retention

### Current Employment:

Job/Position Title:	# of FTE Employees in Position	Hourly Rate
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
Totals:	_____	\$ _____

### Projected New Employees:

Job/Position Title:	# of FTE Employees in Position	Hourly Rate
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
Totals:	_____	\$ _____

Member certifies that the information/documentation submitted is accurate and that the project meets the guidelines for CLP funding. Upon request, member will provide information on the disbursement of the advance, including date mortgage funded, interest rate, loan fee, and loan term. If at any time the CLP funds cease to be used for authorized purposes, the Bank may prepay the advance or accelerate the maturity of the advance and assess a prepayment fee.

Member Signature

Date

Title