



### EDE Threshold Items

1	EDE's name and copies of Articles of Incorporation	
2	Bylaws and/or Charter of EDE	
3	RLF rules, regulations and guidelines	
4	Guidelines used by EDE for loan approvals/documentation	
5	Names and resumes of members of EDE's Loan Committee	
6	Names and resumes of members of EDE's Board members and staff	
7	Documentation of economic development certifications held by EDE staff	
8	Listing of all municipalities in the EDE service area	
9	List of CDBG projects completed	
10	List of non-CDBG grant awards (i.e. RBEG, RBOG, IRP, EDA, DES, etc.) with project names and amounts	
11	Amount of job creation achieved through EDE efforts, and percent LMI	
12	Comprehensive and current financial reports (i.e. annual audit) showing assets, liabilities and net fund position of EDE	
13	Comprehensive list of loans funded by EDE over the past five years, with funding sources identified	
14	Listing of outstanding notes receivable - with aging	
15	Comprehensive list of all real estate projects developed through EDE	
16	Comprehensive list of outstanding balance in the RLF of the EDE	
17	Written, adopted underwriting, lending and approval guidelines	
18	Procedures for systematic measurement of risk factors, ongoing review of total portfolio risk, and for periodic reporting to the Board of Directors	
19	Procedures for capitalization of Loan Loss Reserve and outstanding LLR balance	
20	Written, adopted closing, disbursement and collection procedures	
21	Description of loan accounting system used by EDE	
22	Current contract with another entity to manage all lending activities (if EDE does not manage its own)	