

GETTING A LOAN BY CREATING A... BUSINESS PLAN

In order to improve your chances of securing a loan, you need a well-planned strategy. When corporations approach banks for loans, they submit a formal business plan. This is advisable for alumni and volunteer corporations, too, because it exhibits that you are well organized, have examined the situation from all angles, and are professional in your approach.

Listed below are possible topics or data to include in a business plan:

- Objectives***
Reasons for a chapter facility.
- Description***
Square footage of proposed facility, number of rooms, construction type, other building considerations, etc.
- Location***
Strengths in relation to campus, residence halls, Greek houses, and apartments or housing.
- Kitchen***
Will a kitchen be part of the plan? Will it produce a profit?
- Competition***
Other fraternities on campus and their housing situation.
- Comparable Charges***
What does the competition charge for housing? (Residence halls, apartments, and other Greek housing, etc.)
- Overview of Chapter***
Date of the chapter's founding, historical manpower information, current size, academic performance, disciplinary history, campus involvement, awards, and recognition, etc.
- College/University Enrollment***
Current and projected enrollment for institution.
- Alumni***
Total number of alumni, location of alumni base, estimated fund-raising campaign, etc.
- Alumni and Volunteer Corporation***
Members on the alumni and volunteer corporation, occupation, relevant talents, etc.
- Financial Information***
Projected revenues and expenses, budgets, savings, projected debt service, etc. (This is the most important section to a lender, and very complete information must be included.)
- Support Documents***
Pictures, architectural drawings, bids, etc.

For more information, consult SigEp's Housing Guide at www.sigep.org/nhc. The Housing Guide will help you develop the financial information you need as well as help define the scope of the building project. If you need further assistance, contact Director of Housing John Weir at SigEp Headquarters, (804) 353-1901, extension 330.