

Denver Regional Fund

Tier 1: Loan Program

(\$2,500 Max)

Goal

To provide a short-term loan for a specific cost which is essential to the execution of a project which is intended to generate revenue.

Terms

The loan should be repaid in full within 90 days of the event. More specific terms and conditions will be ironed out for each event.

Required Documentation

In order for the DRF to provide financial support for a community project, the following documents must be submitted. Ideally, these things would be received at least 6 months before the event.

1. Date, time(s) and location for event
2. Timeline including a drop dead date (go/no go decision), ticket sales, art grants, permits, repayment timing
3. Budget Within 10% (If budget is going over 10% further approval from the DRF is required). What is the specific line item(s) for which the money will be used?
4. Relevant safety policies and plans
5. Leave no trace plans
6. Necessary permits
7. Names, relationship (contractor, employee, volunteer) and contact information for essential team members responsible for specific roles of the event production.
8. Requested funding amount, delivery method(s), and timeline
9. Revenue collection policies, payout method(s) and schedule
10. Signed agreement with the DRF with the terms of the financial support
11. Additional plans and information, as requested by DRF on a case by case basis