

# Louisiana Community Development Authority Checklist 501c(3)



## PROJECT INFORMATION

Project Name

NTE

Bond Counsel

Issuer Counsel

Type

## PRELIMINARY APPLICATION

- Cover letter explaining project
- Completed LCDCA Application (Fact Sheet)
- State Bond Commission Checklist
- Copy of proposed preliminary resolution
- Copy of IRS Determination Letter regarding 501c(3) status
- Application fee of \$250
- Advisory Letter with proof of mailing to Mayor (within Municipality) or Chief Executive Officer of Parish (within unincorporated area)
- Advisory Letter with proof of mailing to State Senator and State Representative representing project's area

## FINAL APPLICATION

- All materials included in items 1-9 above, updated as appropriate
- Evidence of State Bond Commission approval
- Completed and signed Questions to Professionals
- Copy of the proposed final parameters bond resolution together with all exhibits, including substantially completed drafts of financing documents and the substantially complete preliminary Official Statement
- TEFRA public hearing completed or scheduled with the Authority
- Copies of responses, if any, received from letters referred to in items 8 and 9 above

Note: All projects for Non-Profit 501c(3) corporations shall be approved in no less than two steps to include a preliminary approval and a final or sale approval