

EXHIBIT C
Underwriting Criteria Matrix

Loan Terms	Microenterprise Low/Mod Owner	Microenterprise Job Retention	Business Assist. Job Retention
<i>Maximum Amount</i>	NTE \$20,000. 0%. Forgivable upon documentation of Eligible Costs	NTE \$20,000. 0%. Forgivable upon doc of Eligible Costs and Job Retention	NTE \$20,000. 0%. Forgivable upon doc of Eligible Costs and Job Retention
<i>Eligible COVID-19 Costs</i>	Working Capital for up to four months of employee salaries and benefits; lease, mortgage payments or insurance for buildings where employees are working. Mortgage payments may include principal, interest and taxes only (not taxes). Purchase of personal protective equipment (PPE), social distancing signage, thermometers, hand sanitizer dispensers, cleaning supplies and other items used to reduce the spread of the COVID-19 virus.		
<i>Eligibility Requirement</i>	Between 2 and 5 employees, one of which is and owner. At least one owner is under 80% MFI and is an employee of the business.	Between 2 and 5 employees, one of which is an owner. At least 51% of jobs pay wages at or below \$48,350.	No more than 25 employees. At least 51% of jobs pay wages at or below \$48,350.
Underwriting Criteria			
<i>Job Retention – job counts and need for funds to retain employees</i>			
<i>Feb 2020 and current payroll</i>	N/a	At least 51% of Jobs are L/M.	At least 51% of Jobs are L/M.
<i>Business Projections for 9/1/20 – 2/28/21</i>	N/a	At least one FTE Job Retained.	At least one FTE Job Retained.
<i>Profit/loss statement for 1/1/20 – 7/31/20</i>	Documents a minimum of 15% decline in sales or profits.	Documents a minimum of 15% decline in sales or profits.	Documents a minimum of 15% decline in sales or profits.
<i>Personal bank statements Feb-July 2020</i>			
<i>Business bank statements since Feb-July 2020</i>			

Loan Terms	Microenterprise Low/Mod Owner	Microenterprise Job Retention	Business Assist. Job Retention
<i>Low/Mod Income Owner</i>			
<i>2019 Personal Tax Return</i>	Tax Returns for all family members age 18 and older	N/a	N/a
<i>Cost Reasonability</i>			
<i>Lease/mortgage payments or insurance</i>	Projections for 9/1/20 – 12/31/20	Projections for 9/1/20 – 12/31/20	Projections for 9/1/20 – 12/31/20
<i>Employee wages/benefits</i>	Payroll	Payroll	Payroll
<i>Other items over \$2,000</i>	Bids, quotes, catalogs, other cost documentation	Bids, quotes, catalogs, other cost documentation	Bids, quotes, catalogs, other cost documentation
<i>Sources of Income</i>			
<i>Owner income</i>	2019 Individual Tax Return	2019 Individual Tax Return	2019 Individual Tax Return
<i>Business income (n/a for sole proprietorship)</i>	2019 Business Tax Return	2019 Business Tax Returns	2019 Business Tax Returns
<i>No Duplication of Benefits</i>			
<i>Signed certification by owner</i>	Required	Required	Required
<i>Personal bank statements Feb-July 2020</i>	No unexplained deposits over \$3,000	No unexplained deposits over \$3,000	No unexplained deposits over \$3,000
<i>Business bank statements since Feb-July 2020</i>	No unexplained deposits over \$5,000	No unexplained deposits over \$5,000	No unexplained deposits over \$5,000
<i>Business is Financially Viable</i>			
<i>Business income (n/a for sole proprietorship)</i>	2019 Business Tax Return	2019 Business Tax Returns	2019 Business Tax Returns
<i>For sole proprietorship</i>	2019 personal tax return	2019 personal tax return	2019 personal tax return
<i>Business bank statements Feb-July 2020</i>			
<i>Return on Owner's Equity is Reasonable</i>			

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<i>Profit/loss statement for 1/1/20 – 7/31/20</i>	Shows at least a 15% decline in sales or profits	Shows at least a 15% decline in sales or profits	Shows at least a 15% decline in sales or profits
Prorata Disbursement of CDBG Funds			
N/A	CDBG funds will not be used to pay for any cost that is also funded by another source.		
Credit Requirements			
<i>Credit Report</i>	No more than 3 unexplained late pays in 2019	No more than 3 unexplained late pays in 2019	No more than 3 unexplained late pays in 2019
<i>Bankruptcies</i>	Must be discharged at least 3 years	Must be discharged at least 3 years	Must be discharged at least 3 years
Cash Capacity			
<i>Profit/loss statement for 1/1/20 – 7/31/20</i>	Supports projections	Supports projections	Supports projections
<i>Business Projections for 9/1/20 – 2/28/21</i>	1.0 D/S Ratio by Feb 2021	1.0 D/S Ratio by Feb 2021	1.0 D/S Ratio by Feb 2021
<i>Utilities</i>	Paid up to date as of February 2020	Paid up to date as of February 2020	Paid up to date as of February 2020
Length of Time in Business under Current Owner			
<i>2019 business and/or personal tax returns</i>	In business at least since March 2019	In business at least since March 2019	In business at least since March 2019
<i>City Business License</i>	In business at least since March 2019	In business at least since March 2019	In business at least since March 2019
Collateral			
	Promissory Note	Promissory Note	Promissory Note