

**Date:** [Insert Date]

**To:** [Applicant Name/Organization Name]

**Address:** [Applicant Address]

**Project Reference:** [Project Name/ID]

**Subject: Community Development Loan Qualification Assessment**

Dear [Applicant Contact Person],

We have completed our initial assessment of your application for the Community Development Loan regarding the project located at [Project Address/Location].

Based on the documentation provided, your project has been evaluated against the following criteria:

- Alignment with community development goals (e.g., affordable housing, job creation, or infrastructure).
- Financial viability and repayment capacity.
- Public benefit and social impact.
- Compliance with local and federal regulatory requirements.

**Assessment Status:** [Qualified / Provisionally Qualified / Not Qualified]

**Details of Assessment:**

[Insert summary of findings or specific conditions required for final approval.]

If your project is marked as Qualified, our lending department will contact you within [Number] business days to discuss the next steps, including the finalization of loan terms and legal documentation.

If you have any questions regarding this assessment, please contact [Name of Loan Officer] at [Phone Number] or [Email Address].

Sincerely,

[Your Name]

[Your Title]

[Organization/Department Name]