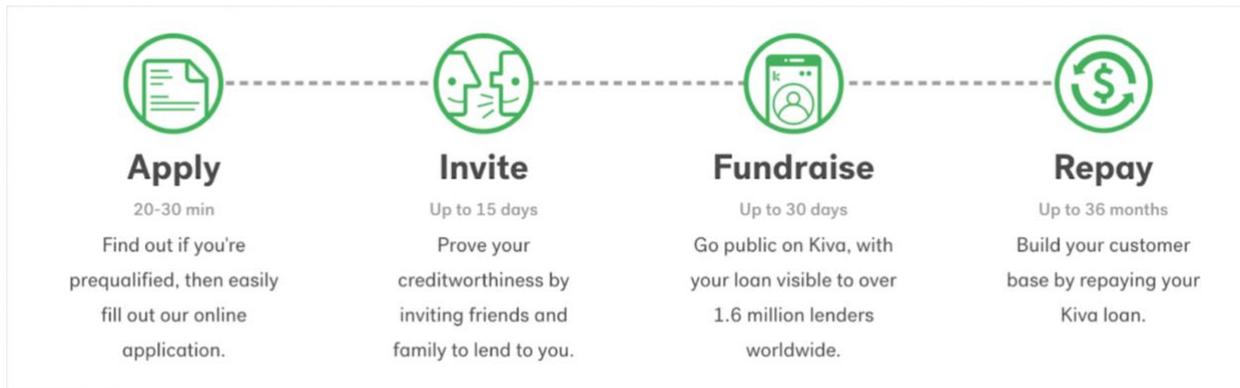


## KIVA STEP BY STEP



**So you've decided to apply for a Kiva loan... now what?**

**In order to receive a loan from Kiva, you must meet the following minimum eligibility criteria:**

- You must be at least 18 years of age.
- You must not currently be in foreclosure, bankruptcy, or under any liens.
- You must not have a violent or financial criminal conviction in the last 5 years.
- You must not be a registered sex offender.
- You must reside and operate your business in the United States.
- Your business cannot be registered in the states of Nevada or North Dakota.
- You must not be a contract worker of a corporation (e.g., AirBnB, Uber, Lyft, DoorDash)
- You must be seeking a loan for business purposes **other than** refinancing debt and purchasing stock or equity.
- Your business must not be of a type deemed ineligible for a Kiva loan. Some examples are:
  - federally illegal activities (e.g., gambling, hemp-related products)
  - businesses related to tobacco, pawnshops, weapons, multi-level marketing, direct selling, cryptocurrencies, drones, or adult entertainment
- You must have a PayPal account (that's how you will receive as well as repay your Kiva loan!)
- You must be willing to demonstrate your social capital by asking a small number of your friends, family, clients, and/or business partners make a loan to you during your Private Fundraising Period.

*\* Please note that **impactful loans** will be given precedence during the application review process. This is in alignment with our efforts at Kiva US to rethink creditworthiness and expand access to capital to underserved communities: while we do look at your financials, we prioritize your **character**, the **impact** your loan will have on your community, and how much **support you have from your community**.*

## 1. GATHER YOUR BASIC FINANCIAL INFORMATION

At Kiva, we **don't** qualify or disqualify you for a loan **solely** based on your credit history. However, we do ask for particular financial information and/or (minimum one) business documents – think a State Filing, an Employee Identification Number (EIN), a business number, etc. See the list of Kiva-approved documents [here](#).

We will also ask about your monthly credit card payments, mortgage or rent payments, other monthly payments on debt, and credit (FICO) score. Use a tool like [Credit Karma](#) to check your FICO score easily and free of charge.

## 2. HAVE A BUSINESS PLAN

A detailed, forward thinking business plan will make your company and loan application stronger. The [Centro Business Planning App](#) is a great free business planning app run by a Kiva Trustee. Be sure your plan includes an explanation of how you will repay your loan.

## 3. DETERMINE WHAT LOAN AMOUNT YOU ARE APPLYING FOR

Kiva loans can be **up to** \$15,000 and have a 3-year repayment period. There are several factors that Kiva considers before deciding how much a borrower qualifies for: industry risk, length of operations, and the quality of the application are a few of the factors we consider when determining the loan amount. Keep in mind that the higher your loan amount, the more lenders you will need to involve (i.e., receive loans from) during your Private Fundraising Phase.

**Kiva US Small Business Loans**  
————— 0% Interest, No Fees —————

			
<b>\$1,000 - \$3,000</b>	<b>\$3,500 - \$6,000</b>	<b>\$6,500 - \$10,000</b>	<b>\$15,000</b>
<b>Private Fundraising</b> 5-15 lenders	<b>Private Fundraising</b> 10-20 lenders	<b>Private Fundraising</b> 15-25 lenders	<b>Private Fundraising</b> 30-40 lenders
<b>Term</b> 12-18 months	<b>Term</b> 24 months	<b>Term</b> 36 months	<b>Term</b> 36 months

A borrower's starting loan range will be determined by:

- Debt to income ratio - amount of monthly income that goes towards paying off monthly debt
- Proof of separate bank accounts for business and personal finances
- Government-issued business proof (local, state, or federal)

Apply for a 0% interest loan from \$1k - \$15k at [kiva.org/borrow](https://kiva.org/borrow)

\*Please note that these guidelines are subject to change and that the loan amount you qualify for could be increased or reduced based on other criteria in your loan application.

\*\*The Kiva U.S. Operations team has the ability to determine final loan amount and consider both the risk and the social impact of the loans we offer and the businesses we support. Our underwriting process takes into account numerous criteria in order for us to determine the health of your business and how much debt we believe you are able to take on based on the financial information you provide.

#### **4. TELL YOUR STORY**

It all begins with an idea. Maybe you want to launch a business. Maybe you want to turn a hobby into something more. Or maybe you have a creative project to share with the world. Whatever it is, the way you tell your story online can make all the difference. As you fill out this section, think about the story you want to convey to lenders. What do you want them to know about your passion, your business, your background?

**THIS IS THE MOST IMPORTANT PART OF YOUR APPLICATION!** Take your time with this section of your application!

Click on each icon for more information about each part of the application.



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#### **LOAN PROFILE PHOTO**



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#### **PERSONAL STORY**



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#### **BUSINESS DESCRIPTION**



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#### **PURPOSE OF THE LOAN**

## **5. LINK YOUR SOCIAL MEDIA ACCOUNTS**

Add any and all social media links your company has, including a link to your business's website if it has one. A website and/or multiple social media sites show lenders you are a strong investment and have established an online presence to promote what you do. These links are also helpful to prospective lenders; they can learn more about you and your business and, who knows? They might just become customers of yours!

## **6. BEGIN GATHERING A SUPPORT NETWORK FOR FUNDRAISING**

If approved, your loan will first go through the **Private Fundraising Period**. Here, you will need to engage people in your network – friends, family, community members, etc., to lend to you. It is always good to think ahead and start talking to people early. It also gives you practice articulating your business, needs, and vision – what do you hope to accomplish with this loan? We have lots of suggestions for fundraising best practices – see them [here](#). **Learn more about the difference between Private and Public [here](#).**

## **7. LEND TO ANOTHER KIVA U.S. BORROWER**

It's a great way to see how the process works from the lender side, and you can look at how other approved profiles are set up and get ideas for your own. Click [here](#) for a step-by-step guide on how to lend on Kiva. You can also check out the loans that are currently fundraising on Kiva [here](#).

## **8. BE RESPONSIVE TO KIVA**

The Kiva team will need to contact you several times during the loan approval process. Borrowers who respond quickly to Kiva's emails, texts and/or calls are prioritized and typically experience a quicker approval process.

## **9. FIND LOCAL SUPPORT**

CIE is a Kiva Trustee. Trustees are local partners who can endorse borrowers and support them through the Kiva process.

## **10. START YOUR KIVA LOAN APPLICATION**

CIE is here to help make this process as simple and straightforward as possible. Check out our [FAQs](#) if you have any questions or contact Kiva directly at [borrowers@kiva.org](mailto:borrowers@kiva.org). Together, Kiva and CIE will make sure a human gets in touch with you!