

APPLICATION STEPS:

STUDENT DEBT REPAYMENT PROGRAM

Stage 1: Qualification

- 1) Receive: Application (Husband)
- 2) Receive: Application (Wife)
- 3) Call: Candidate for initial contact
- 4) Create: Applicant file in Google Drive
- 5) Upload: Application to Google Drive
- 6) Upload: Applicant Photo to Google Drive
- 7) Review: Application
- 8) Research: New agencies and determine eligibility
- 9) Receive: Personal Reference and add to Google Drive (Husband)
- 10) Receive: Pastoral Reference and add to Google Drive (Husband)
- 11) Receive: Supervisor Reference and add to Google Drive (Husband)
- 12) Receive: Personal Reference and add to Google Drive (Wife)
- 13) Receive: Pastoral Reference and add to Google Drive (Wife)
- 14) Receive: Supervisor Reference and add to Google Drive (Wife)
- 15) Email: Update on received references
- 16) Review: References
- 17) Email: Round 1 cuts [OR] Move to next step
- 18) Add: Candidate to shared Google Drive folder
- 19) Email: Financial Report Package
- 20) Receive: Financial Survey
- 21) Receive: Credit waiver (Husband)
- 22) Receive: Credit waiver (Wife)

- 23) Receive: Credit report (Husband)
- 24) Receive: Credit report (Wife)
- 25) Email: Credit report and waiver and financial survey received confirmation
- 26) Complete: Credit report summary
- 27) Review: Financial Survey
- 28) Review: Credit Report Summary
- 29) Email: Round 2 cuts [OR] Move to next step
- 30) Email: To set phone interview time
- 31) Create Google doc for candidate notes
- 32) Conduct: Phone interview
- 33) Email: Round 3 cuts [OR] Move to next step
- 34) Email: Confirmation of progression to selection committee interview

Stage 2: Selection

- 35) Email: Non-educational debt repayment plan (if needed)
- 36) Email: Video submission instructions
- 37) Receive: Video
- 38) Review: Video
- 39) Email: To schedule selection committee interview
- 40) Email: To confirm selection committee interview time
- 41) Complete: Applicant Summary for each candidate for selection committee meeting
- 42) Complete: Selection committee interview
- 43) Email: Round 5 cuts [OR] Move to next step
- 44) Call: To congratulate

Stage 3: Mobilization

- 45) Add: Mobilization packet to Google Drive
- 46) Email: To set mobilization overview meeting

- 47) Call: Mobilization Overview Meeting
- 48) Email: To set communication meeting
- 49) Call: Communication Meeting
- 50) Receive: Partner added newsletter@thegofund.com to their newsletter list
- 51) Receive: Signed General Agreement
- 52) Receive: Partner Information Form
- 53) Receive: Partner Communication Contract
- 54) Receive: Partner Selection Process Survey
- 55) Verify: all information is correct. Social Security #, DOB, Account #
- 56) Receive: W9 Form/s
- 57) Schedule: Pastoral Call
- 58) Call: Pastor
- 59) Create: Draft for 10 year projection loan payments
- 60) Email: 10 year projection to COO
- 61) Receive: Notarized POA paperwork
- 62) Fax: POA paperwork to loan companies
- 63) Call: To confirm POA is on file with loan companies
- 64) Call: To inquire on repayment term options
- 65) Check: for interest rate reduction on all student loans
- 66) Finalize: 10 year payment plan
- 67) Setup: Direct debits for all student loans
- 68) Email: Accounting w/ W9, country serving, and monthly payment info
- 69) Call: To conclude process with partner
- 70) Depart: For the field!