



FY 2025 CDFI Program & NACA Program Application Overview Presentation

Presented By:

CDFI Program & NACA Program Team

COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS FUND

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Agenda



CDFI Fund Overview and FY 2025 CDFI & NACA Programs Overview

Preparing your Application

Completing the Narrative Responses and Application Data

Overview of Matching Funds and Supplemental Information

Application Review Selection, Process, and Reminders

Note: Capitalized terms not defined herein shall have the meaning specified in the applicable CDFI Program or NACA Program Notice of Funds Availability (together, NOFAs), the Authorizing Statute, the Regulations, this Application Overview Presentation, the Application materials, or the Uniform Administrative Requirements.

Topics We Won't Be Covering Today...



- Reasons why your organization was unsuccessful in prior award years.
- Instructions on how to enter data into an Application in the CDFI Fund's Awards Management Information System (AMIS).
- Matching Funds questions specific only to your organization (for FA Applicants only).
- Questions about the revised CDFI Certification Application.

CDFI Fund Overview



OUR MISSION

The CDFI Fund's mission is to expand economic opportunity for underserved people and communities by supporting the growth and capacity of a national network of community development lenders, investors, and financial service providers.

CDFI Fund Overview



OUR VISION

The vision of the CDFI Fund is an America in which all people and communities have access to the investment capital and financial services they need to prosper.

CDFI Fund Overview



- The CDFI Fund accomplishes its mission by investing in and supporting CDFIs, Community Development Entities (CDEs), and other community development organizations through the:
 - Bank Enterprise Award Program (BEA Program)
 - Capital Magnet Fund
 - CDFI Bond Guarantee Program (BG Program)
 - Community Development Financial Institutions Program (CDFI Program)
 - New Markets Tax Credit Program (NMTC Program)
 - Native American CDFI Assistance Program (NACA Program)
 - Small Dollar Loan Program (SDL Program)

CDFI Fund Overview



CDFI Program and NACA Program Purpose:

- To promote economic revitalization and community development through investment in and assistance to CDFIs.
- To build the capacity of for-profit and non-profit community-based lending organizations to serve rural and urban low-income people, and communities across the nation that lack adequate access to affordable financial products and services.



Photo credit: Native Nations Institute

CDFI Fund Overview



Types of Certified CDFIs:

- Loan Funds
- Credit Unions (including State-Insured Credit Unions)
- Banks and Depository Institution Holding Companies
- Venture Capital Funds

CDFI Program & NACA Program: Certification Categories



Certification Categories:

- Certified CDFIs
- Emerging CDFIs
- Sponsoring Entities (NACA Program Only)

Note: Please refer to *Table 5. CDFI Certification Criteria Definitions* of the CDFI Program and/or NACA Program NOFA for the definitions of these Applicant types.

Certified CDFIs



- A **Certified** CDFI is an entity that the CDFI Fund has officially notified that it meets all CDFI Certification requirements.

The CDFI Fund will consider an Application submitted by an Applicant that has pending noncompliance issues with its Annual Certification and Data Collection Report (ACR) if the CDFI Fund has not yet made a final compliance determination.

If a Certified CDFI loses its CDFI Certification at any point prior to the award announcement, the Application will be deemed ineligible and no longer be considered by the CDFI Fund.

Emerging CDFIs (CDFI TA and NACA TA Only)



- An Emerging CDFI is an uncertified entity that demonstrates to the CDFI Fund in its Application that it has an acceptable plan to meet CDFI Certification requirements by the end of its Period of Performance, or another date that the CDFI Fund selects.
- An Emerging CDFI that has prior award(s) will be held to the CDFI Certification Performance Goals and Measure(s) stated in its prior Assistance Agreement(s).
- Emerging CDFIs may only apply for TA awards; they are not eligible to apply for FA awards.
- An Emerging CDFI selected to receive a TA award will be required to become a Certified CDFI by the date specified in the Assistance Agreement.

CDFI Program & NACA Program: Types of Awards



- Financial Assistance (FA), which includes:
 - Base Financial Assistance (Base-FA)
 - *Supplemental to the Base-FA**:
 - Persistent Poverty Counties – Financial Assistance (PPC-FA)
 - Disability Funds – Financial Assistance (DF-FA)
 - Healthy Food Financing Initiative – Financial Assistance (HFFI-FA)
 - Housing Production – Financial Assistance (HP-FA)**
- Technical Assistance (TA)

* The supplemental applications will be evaluated independently from the Base-FA Application and will not affect the Base-FA Application evaluation or Base-FA award amount. Supplemental Awards are only provided to organizations that receive Base-FA awards. See the applicable FY 2025 NOFA for more information.

** For the FY 2025 funding round Applicants can apply for HP-FA awards either as a supplemental award to Base-FA or without a Base-FA award request. See the applicable FY 2025 NOFA for more information.

CDFI Program FA Applicant Categories



- There are two categories of FA Applicants for the CDFI Program:
 - Category I (Small and/or Emerging CDFI Assistance or SECA)
 - Category II (Core)

See Table 8. Eligibility Requirements for FA Applicants of the CDFI Program NOFA for more detailed information and eligibility requirements

FY 2025 CDFI Program: Base Financial Assistance (Base-FA)



Eligibility	<ul style="list-style-type: none"> • Certified CDFIs only (CDFI Certification must be achieved by date of the release of the applicable FY 2025 NOFA).
Matching Funds	<ul style="list-style-type: none"> • Matching Funds are required for Core Applicants (except Native CDFIs) applying for Base-FA, PPC-FA, and/or DF-FA. Awards requiring Matching Funds will be limited to no more than two times the amount of In-Hand or Committed Matching Funds submitted at the time of Application. • Small and/or Emerging CDFI Assistance (SECA) Applicants applying for Base-FA, PPC-FA, and/or DF-FA, are NOT required to submit Matching Funds at the time of Application • Matching Funds are NOT required at the time of Application for HFFI-FA and HP-FA award requests, regardless of Applicant type. • Native American CDFIs (Native CDFIs) are not required to submit Matching Funds for Base-FA or any supplemental awards under the CDFI Program NOFA. A Native American CDFI (Native CDFI) is one that Primarily Serves a Native Community. Primarily Serves is defined as 50% or more of an Applicant’s activities being directed to a Native Community. Native Community is defined as Native American, Alaska Native, or Native Hawaiian populations or Native American areas defined as Federally-designated reservations, Hawaiian homelands, Alaska Native Villages and U.S. Census Bureau-designated Tribal Statistical Areas.
Award Amount	<ul style="list-style-type: none"> • Category I, SECA: Maximum: \$700,000, Minimum: \$125,000, Estimated Average: \$308,000 • Category II, Core: Maximum: \$1,000,000, Minimum: \$500,000 (or 30% of Portfolio Outstanding if Portfolio Outstanding is less than \$1,666,700), Estimated Average: \$547,000

FY 2025 CDFI Program: Base Financial Assistance (Base-FA)



Form of Awards	<ul style="list-style-type: none"> • Awards requiring Matching Funds are based upon the type of Matching Funds provided and can be in the form of: (i) Loans; (ii) Grants; (iii) Equity Investments; or (iv) Deposits and Credit Union Shares. • Awards not requiring Matching Funds will be made in the form of grants.
Eligible Activities	<ul style="list-style-type: none"> • Base-FA awards must be expended for activities in the following categories: (i) Financial Products; (ii) Financial Services; (iii) Loan Loss Reserves; (iv) Development Services; (v) Capital Reserves; and (vi) Direct Administrative Expenses. Note: Only Regulated Institutions may use a Base-FA award for Financial Services and Capital Reserves.
Eligible Lines of Business	<ul style="list-style-type: none"> • Base-FA awards may be expended for: (i) Commercial Real Estate; (ii) Small Business; (iii) Microenterprise; (iv) Community Facilities; (v) Consumer Financial Products; (vi) Consumer Financial Services; (vii) Commercial Financial Services; (viii) Commercial Financial Products; (ix) Affordable Housing; (x) Intermediary Lending to Non-Profits and CDFIs; (xi) Climate-Focused Financing, and (xii) other lines of business as deemed appropriate by the CDFI Fund.
Reporting Period	<ul style="list-style-type: none"> • Three (3) years, as specified in each Recipient’s Assistance Agreement.
Limitations on Awards	<ul style="list-style-type: none"> • Applicants may apply for either FA or for TA under the CDFI Program, but not for both. • The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap Includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

FY 2025 NACA Program: Base Financial Assistance (Base-FA)



Eligibility	<ul style="list-style-type: none"> • Certified CDFIs only (CDFI Certification must be achieved by date of the release of the applicable FY 2025 NOFA). • An Applicant must demonstrate that at least 50% of past activities were in one or more Native Communities and must describe how it will target lending/investing activities to one or more Native Communities.
Target Market	<ul style="list-style-type: none"> • An Applicant’s CDFI Certification Target Market must have one or more of the following characteristics: (i) an Investment Area that is <i>also</i> a geographic area of a federally-designated reservation(s), Hawaiian homelands, Alaska Native Village(s) and/or U.S. Census Bureau Designated Tribal Statistical Area(s); and/or (ii) an Other Targeted Population (OTP) of Native American, Native Alaskan, or Native Hawaiian.
Matching Funds	<ul style="list-style-type: none"> • The Indian Community Economic Enhancement Act of 2020 permanently waived the Matching Funds requirement for Native American CDFIs (Native CDFIs) and as a result, Native American CDFI FA Applicants are not required to provide Matching Funds.
Award Amount	<ul style="list-style-type: none"> • Maximum: \$1,500,000 • Minimum: \$150,000 • Estimated Average: \$822,000.
Form of Awards	<ul style="list-style-type: none"> • Base-FA awards will be in the form of a grant.

FY 2025 NACA Program: Base Financial Assistance (Base-FA)



<p>Eligible Activities</p>	<ul style="list-style-type: none"> Base-FA awards must be expended for activities in the following categories: (i) Financial Products; (ii) Financial Services; (iii) Loan Loss Reserves; (iv) Development Services; (v) Capital Reserves; and (vi) Direct Administrative Expenses. Note: Only Regulated Institutions may use a Base-FA award for Financial Services and Capital Reserves.
<p>Eligible Lines of Business</p>	<ul style="list-style-type: none"> Base-FA awards may be expended for: (i) Commercial Real Estate; (ii) Small Business; (iii) Microenterprise; (iv) Community Facilities; (v) Consumer Financial Products; (vi) Consumer Financial Services; (vii) Commercial Financial Services; (viii) Commercial Financial Products; (ix) Affordable Housing; (x) Intermediary Lending to Non-Profits and CDFIs; (xi) Climate-Focused Financing; and (xii) other lines of business as deemed appropriate by the CDFI Fund.
<p>Reporting Period</p>	<ul style="list-style-type: none"> Three (3) years, as specified in each Recipient’s Assistance Agreement.
<p>Limitations on Awards</p>	<ul style="list-style-type: none"> Applicants may apply for either FA or for TA under the NACA Program, but not for both. NACA Applicants may submit Applications under both NACA and CDFI Programs. However, Applicants must apply for the same type of award under both programs (e.g., FA under both or TA under both). Applicants may only receive one award per funding round. NACA Applicants that apply under and are selected for an award in both the NACA Program and CDFI Program will be provided the FA Award under the NACA Program. The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate, to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap Includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

FY 2025 CDFI Program & NACA Program: Persistent Poverty Counties – Financial Assistance (PPC-FA)



Eligibility	<ul style="list-style-type: none"> • Certified CDFIs that submit a Base-FA Application.
Matching Funds	<ul style="list-style-type: none"> • Awards requiring Matching Funds will be limited to no more than two times the amount of In-Hand or Committed Matching Funds provided at the time of Application. • <u>SECA PPC-FA Applicants are NOT required to submit Matching Funds at the time of Application.</u> • <u>PPC-FA Applicants that qualify as Native American CDFIs (Native CDFIs) are not required to submit Matching Funds.</u>
Award Amount	<ul style="list-style-type: none"> • Maximum : \$400,000 • Minimum: \$100,000 • Estimated Average: \$153,000
Form of Awards	<ul style="list-style-type: none"> • PPC-FA awards requiring Matching Funds are based upon the form of Matching Funds provided and can be in the form of: (i) Loans; (ii) Grants; (iii) Equity Investments; or (iv) Deposits and Credit Union Shares. • PPC-FA awards not requiring Matching Funds will be made in the form of a grant.
Eligible Activities	<ul style="list-style-type: none"> • PPC-FA awards must be expended for activities in the following categories: (i) Financial Products; (ii) Financial Services; (iii) Loan Loss Reserves; (iv) Development Services; (v) Capital Reserves; and (vi) Direct Administrative Expenses, each in the portion of a Recipient’s approved Target Market that is located in a Persistent Poverty County or an Eligible Market that is located in a Persistent Poverty County. Note: Only Regulated Institutions may use a PPC-FA award for Financial Services and Capital Reserves.

FY 2025 CDFI Program & NACA Program: Persistent Poverty Counties – Financial Assistance (PPC-FA)



Eligible Lines of Business	<ul style="list-style-type: none"> • PPC-FA awards may be expended for: (i) Commercial Real Estate; (ii) Small Business; (iii) Microenterprise; (iv) Community Facilities; (v) Consumer Financial Products; (vi) Consumer Financial Services; (vii) Commercial Financial Services; (viii) Commercial Financial Products; (ix) Affordable Housing; (x) Intermediary Lending to Non-Profits and CDFIs; (xi) Climate-Focused Financing; and (xii) other lines of business as deemed appropriate by the CDFI Fund.
Reporting Period	<ul style="list-style-type: none"> • Three (3) years, as specified in each Recipient’s Assistance Agreement.
Limitations on Awards	<ul style="list-style-type: none"> • An Applicant must receive a Base-FA award to receive a PPC-FA award. • The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap Includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

FY 2025 CDFI Program & NACA Program: Disability Funds – Financial Assistance (DF-FA)



Eligibility	<ul style="list-style-type: none"> • Certified CDFIs that submit a Base-FA Application.
Matching Funds	<ul style="list-style-type: none"> • Awards requiring Matching Funds will be limited to no more than two times the amount of In-Hand or Committed Matching Funds provided at the time of Application. • SECA DF-FA Applicants are NOT required to submit Matching Funds at the time of Application. • <u>DF-FA Applicants that qualify as Native American CDFIs (Native CDFIs) are not required to submit Matching Funds.</u>
Award Amount	<ul style="list-style-type: none"> • Maximum: \$1,000,000 • Minimum: \$100,000 • Estimated Average: \$1,000,000
Form of Awards	<ul style="list-style-type: none"> • DF-FA awards requiring Matching Funds are based upon the form of Matching Funds provided and can be in the form of: (i) Loans; (ii) Grants; (iii) Equity Investments; or (iv) Deposits and Credit Union Shares. • DF-FA awards not requiring Matching Funds will be made in the form of a grant.
Eligible Activities	<ul style="list-style-type: none"> • DF-FA awards must be expended for activities in the following categories: (i) Financial Products; (ii) Financial Services; (iii) Development Services; (iv) Loan Loss Reserves; and (v) Direct Administrative Expenses. Note: Only Regulated Institutions may use a DF-FA award for Financial Services.

FY 2025 CDFI Program & NACA Program: Disability Funds – Financial Assistance (DF-FA)



Eligible Lines of Business	<ul style="list-style-type: none">• DF-FA awards may be expended for: (i) Commercial Real Estate; (ii) Small Business; (iii) Microenterprise; (iv) Community Facilities; (v) Consumer Financial Products; (vi) Consumer Financial Services; (vii) Commercial Financial Services; (viii) Commercial Financial Products; (ix) Affordable Housing; (x) Intermediary Lending to Non-Profits and CDFIs; (xi) Climate-Focused Financing; and (xii) other lines of business as deemed appropriate by the CDFI Fund.
Reporting Period	<ul style="list-style-type: none">• Three (3) years, as specified in each Recipient’s Assistance Agreement.
Limitations on Awards	<ul style="list-style-type: none">• An Applicant must receive a Base-FA award to receive a DF-FA award.

FY 2025 CDFI Program & NACA Program: Healthy Food Financing Initiative – Financial Assistance (HFFI-FA)



Eligibility	<ul style="list-style-type: none"> • Certified CDFIs that submit a Base-FA Application.
Matching Funds	<ul style="list-style-type: none"> • <u>HFFI-FA Applicants are NOT required to submit Matching Funds for their HFFI Award request at the time of Application.</u> • <u>HFFI-FA Applicants that qualify as Native American CDFIs (Native CDFIs) are not required to submit Matching Funds.</u>
Award Amount	<ul style="list-style-type: none"> • Maximum: \$5,000,000 • Minimum: \$500,000 • Estimated Average: \$1,600,000
Form of Awards	<ul style="list-style-type: none"> • HFFI-FA awards are anticipated to be made in the form of a grant for the FY 2025 Funding Round. However, if the Matching Funds requirement for HFFI-FA is not waived in the final FY 2025 appropriations, the form of award for HFFI-FA will be based upon the form of Matching Funds provided.

FY 2025 CDFI Program & NACA Program: Healthy Food Financing Initiative – Financial Assistance (HFFI-FA)



Eligible Lines of Business	<ul style="list-style-type: none">• HFFI-FA awards may be expended for: (i) Commercial Real Estate; (ii) Small Business; (iii) Microenterprise; (iv) Community Facilities; (v) Consumer Financial Products; (vi) Consumer Financial Services; (vii) Commercial Financial Services; (viii) Commercial Financial Products; (ix) Affordable Housing; (x) Intermediary Lending to Non-Profits and CDFIs; (xi) Climate-Focused Financing; and (xii) other lines of business as deemed appropriate by the CDFI Fund.
Reporting Period	<ul style="list-style-type: none">• Three (3) years, as specified in each Recipient’s Assistance Agreement.
Limitations on Awards	<ul style="list-style-type: none">• An Applicant must receive a Base-FA award to receive an HFFI-FA award.

FY 2025 CDFI Program & NACA Program: Housing Production – Financial Assistance (HP-FA)



Eligibility	<ul style="list-style-type: none"> • As a supplemental HP-FA award: Certified CDFIs that submit a CDFI Program or NACA Program Base-FA Application and the Excel HP-FA Application. • As an HP-FA award with no Base-FA award request: Certified CDFIs that submit a CDFI Program or NACA Program FA Application with no Base-FA award request per the Application Guidance and the Excel HP-FA Application.
Matching Funds	<ul style="list-style-type: none"> • <u>HP-FA Applicants are NOT required to submit Matching Funds for their HP-FA Award request.</u>
Award Amount	<ul style="list-style-type: none"> • Maximum: \$5,000,000 • Minimum: \$1,000,000 • Estimated Average: \$2,000,000
Form of Awards	<ul style="list-style-type: none"> • HP-FA awards will be made in the form of a grant for the FY 2025 Funding Round.
Eligible Activities	<ul style="list-style-type: none"> • HP-FA awards must be expended for activities in the following categories: (i) Financial Products; (ii) Loan Loss Reserves; (iii) Development Services; (iv) Capital Reserves; and (v) Direct Administrative Expenses. Note: Only Regulated Institutions may use an HP-FA award for Capital Reserves. • Eligible activities for HP-FA award funds must comply with additional guidelines specified in the NOFAs.
Eligible Lines of Business	<ul style="list-style-type: none"> • HP-FA awards must be expended for Affordable Housing. • Eligible Lines of Business for HP-FA award funds must comply with additional guidelines specified in the NOFAs.

FY 2025 CDFI Program & NACA Program: Housing Production – Financial Assistance (HP-FA)



Reporting Period	<ul style="list-style-type: none">• Three (3) years, as specified in each Recipient’s Assistance Agreement.
Limitations on Awards	<ul style="list-style-type: none">• An Applicant that applies for HP-FA as a supplemental award to Base-FA must receive a Base-FA award to receive an HP-FA award.• The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate, to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

FY 2025 CDFI Program: Technical Assistance (TA)



Eligibility	<ul style="list-style-type: none"> • Emerging CDFIs and Certified CDFIs. Certified CDFIs must meet the SECA eligibility criteria in Table 8 of the FY 2025 CDFI Program NOFA in order to apply for a TA award.
Matching Funds	<ul style="list-style-type: none"> • Matching Funds are not required for TA Applicants.
Award Amount	<ul style="list-style-type: none"> • Maximum : \$150,000 • Minimum : \$10,000 • Estimated Average: \$150,000
Form of Awards	<ul style="list-style-type: none"> • All TA awards are provided in the form of a grant.
Eligible Activities	<ul style="list-style-type: none"> • CDFI Program TA awards must be expended for activities in the following categories: (i) Compensation – Personal Services; (ii) Compensation – Fringe Benefits; (iii) Professional Services Costs; (iv) Travel Costs; (v) Training and Education Costs; (vi) Equipment; and (vii) Supplies.

FY 2025 CDFI Program: Technical Assistance (TA)



Reporting Period	<ul style="list-style-type: none">• Two (2) years for Certified CDFI Recipients and three (3) years for uncertified CDFI Recipients (as specified in each Recipient’s Assistance Agreement).
Limitations on Awards	<ul style="list-style-type: none">• Applicants may apply for either FA or for TA under the CDFI Program, but not for both.• Emerging CDFIs are eligible to receive up to three TA awards in the preceding 10 fiscal years prior to obtaining CDFI Certification.• The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate, to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

FY 2025 NACA Program: Technical Assistance (TA)



Eligibility	<ul style="list-style-type: none"> • Emerging CDFIs, Certified CDFIs, and Sponsoring Entities. • TA Applicants must demonstrate that the Emerging CDFI, Certified CDFI, or the CDFI to be created by a Sponsoring Entity will primarily serve one or more Native Communities.
Matching Funds	<ul style="list-style-type: none"> • Matching Funds are not required for TA Applicants.
Award Amount	<ul style="list-style-type: none"> • Maximum: \$200,000 • Minimum: \$10,000 • Estimated Average: \$200,000
Form of Awards	<ul style="list-style-type: none"> • All TA awards are provided in the form of a grant.
Eligible Activities	<ul style="list-style-type: none"> • NACA Program TA awards must be expended for activities in the following categories: (i) Compensation – Personal Services; (ii) Compensation – Fringe Benefits; (iii) Professional Services Costs; (iv) Travel Costs; (v) Training and Education Costs; (vi) Equipment; (vii) Supplies; and (viii) Incorporation Costs (Sponsoring Entities only).

FY 2025 NACA Program: Technical Assistance (TA)



<p>Reporting Period</p>	<ul style="list-style-type: none"> • Two (2) years for Certified CDFI Recipients, three (3) years for uncertified CDFI Recipients, and four (4) years for Sponsoring Entity Recipients (as specified in each Recipient’s Assistance Agreement).
<p>Limitations on Awards</p>	<ul style="list-style-type: none"> • Applicants may apply for either FA or for TA under the NACA Program, but not both. • NACA Applicants may submit Applications under both NACA and CDFI Programs. However, Applicants must apply for the same type of award under both programs (e.g., FA under both or TA under both). • NACA-eligible Applicants who apply under and are selected for a TA award under both the CDFI Program and NACA Program will receive a TA Award under the NACA Program. • Emerging CDFIs are eligible to receive up to three TA awards in the preceding 10 fiscal years prior to obtaining CDFI Certification. • A Sponsoring Entity may only apply for an award if (i) it does not have an active prior award or (ii) the CDFI Certification goal in its active award’s Assistance Agreement has been satisfied and it proposes to create another CDFI that will serve one or more Native Communities. • The CDFI Fund is prohibited from obligating more than \$5 million in CDFI and NACA Program awards, in the aggregate, to any one organization and its Subsidiaries and Affiliates during any three-year period. The \$5 million cap Includes TA, Base-FA, PPC-FA, and HP-FA, but excludes DF-FA and HFFI-FA, and will be calculated to include funding received during the FY 2024 and FY 2025 Funding Rounds.

Sponsoring Entities (NACA TA only)



- **Sponsoring Entities** include any legal organization that **primarily serves a Native Community**, with “primary” meaning at least 50% of its activities are directed toward the Native Community.
- An organization that receives a TA award as a Sponsoring Entity will be required to create a separate legal organization that will become a Certified CDFI serving Native Communities.
- Sponsoring Entities may **only** apply for a NACA Program TA award; they are not eligible to apply for FA awards or a CDFI Program TA award.
- Each Sponsoring Entity selected to receive a TA award will be required to create a CDFI and ensure that this newly created CDFI becomes a Certified CDFI by the dates specified in the Assistance Agreement.

Agenda



CDFI Fund Overview and FY 2024 CDFI & NACA Programs Overview

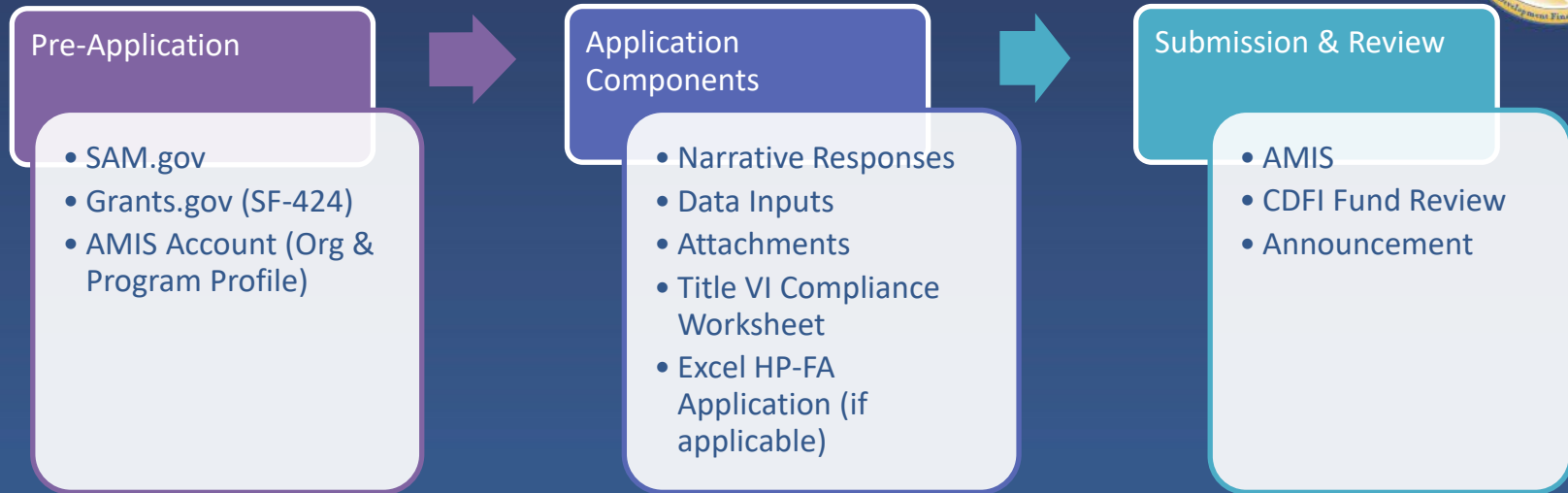
Preparing your Application

Completing the Narrative Responses and Application Data

Overview of Matching Funds and Supplemental Information

Application Review Selection, Process, and Reminders

Framing the Application Process



- Applicants should review all Application Materials on the “Step 2: Application Process” page of the CDFI Program and/or Native Initiatives websites as the material becomes available.

Critical Deadlines for All Applicants



Description	Deadline	Time Eastern Time (ET)	Submission Method
Last day to create AMIS Account (All Applicants)	February 18, 2025	11:59 p.m. ET	AMIS
Last day to enter Employer Identification Number (EIN) and Unique Entity Identifier (UEI) in AMIS (all Applicants)	February 18, 2025	11:59 p.m. ET	AMIS
Last day to submit SF-424 Mandatory Form (Application for Federal Assistance)	February 18, 2025	11:59 p.m. ET	Web via Grants.gov
Last day to contact CDFI Program or NACA Program staff	March 19, 2025	5:00 p.m. ET	Service Request via AMIS (fastest), or CDFI Fund Helpdesk: 202-653-0421
Last day to contact AMIS-IT Help Desk (regarding AMIS technical problems only)	March 21, 2025	5:00 p.m. ET	Service Request via AMIS (fastest), 202-653-0422, or AMIS@cdfi.treas.gov
Last day to submit Title VI Compliance Worksheet (all Applicants)	March 21, 2025	11:59 p.m. ET	AMIS
Last day to submit CDFI Program or NACA Program Application for FA <u>or</u> TA	March 21, 2025	11:59 p.m. ET	AMIS

Additional Critical Deadline for HP-FA Applicants



Description	Deadline	Time Eastern Time (ET)	Submission Method
Last day to submit Excel HP-FA Application*	April 4, 2025	11:59 p.m. ET	Service Request via AMIS

*Applicants must indicate that they intend to apply for HP-FA in the FA Application in AMIS to be eligible to apply for HP-FA. See the Application Guidance for instructions on how to apply for HP-FA as a supplement to a Base-FA award or how to apply for HP-FA with no Base-FA award request. The Excel HP-FA Application will be released at a later date on the CDFI Fund's website.

Getting Started



- Read the FY 2025 CDFI Program and/or NACA Program NOFAs.
- Obtain an Employer Identification Number (EIN) and Unique Entity Identifier (UEI).
- Register and/or update your accounts in the following systems:
 1. System for Award Management (SAM.gov)
 2. Grants.gov
 3. AMIS
- Download and familiarize yourself with the Application materials found on the CDFI Program and/or Native Initiatives websites.

EIN and UEI



- An Applicant should ensure the accuracy and uniformity of its EIN and UEI across its SAM.gov and AMIS accounts.
- The CDFI Fund will **reject** an Application submitted with the EIN or UEI of a parent or Affiliate organization.
- Additionally, the EIN and UEI in an Applicant's AMIS account must match the EIN and UEI in an Applicant's SAM.gov accounts.
- The CDFI Fund will **reject** an Application if the EIN and UEI in an Applicant's AMIS account do not match the EIN and UEI in its SAM.gov account.

1. SAM.gov (System for Award Management)



- New SAM.gov users should register as soon as possible. Existing users should ensure that their account is active and up-to-date.
- The CDFI Fund will not consider Applications from organizations that fail to register or activate their SAM.gov account and, as a result, are unable to submit a valid SF-424 through Grants.gov by the deadline specified in the NOFA.
- The CDFI Fund does not maintain SAM.gov, so Applicants must contact the Federal Service Desk for technical assistance.

2. Grants.gov



- **Only the SF-424 will be submitted via Grants.gov.**
- All Applicants **MUST** submit a valid SF-424 through Grants.gov by the deadline specified in the NOFA.
 - Applicants must then link the validated SF-424 form to their AMIS Application.
 - *Note:* If a valid SF-424 is not successfully submitted in Grants.gov by the deadline listed in the CDFI Program and/or NACA Program NOFA, the CDFI Fund will not review any of the materials submitted in AMIS and the Application will be deemed ineligible.
- New Grants.gov users should register **as soon as possible**. Existing users should ensure that their account is active and up-to-date.
- If the amount of FA or TA requested on the SF-424 is different from the amount an Applicant requests in its Application submitted via AMIS, the CDFI Fund will only consider the amount requested in the Application submitted in AMIS.
- The CDFI Fund **does not** maintain Grants.gov, so Applicants must contact Grants.gov directly for assistance submitting their SF-424.

2. Grants.gov



- The SF-424 must be submitted under the correct Program Funding Opportunity Number
 - CDFI Program Applicants should be careful not to select the NACA Program Funding Opportunity Number when submitting their SF-424 for the CDFI Program.
 - NACA Program Applicants should be careful not to select the CDFI Program Funding Opportunity Number when submitting their SF-424 for the NACA Program.
 - Applicants that submit their SF-424 under the incorrect Program Funding Opportunity Number will be deemed ineligible.

3. Awards Management Information System (AMIS)



- Each Applicant **must register as an organization in AMIS** and submit all required Application materials via AMIS.
 - The SF-424 is the only required Application document that will not be submitted via AMIS. The SF-424 **MUST** be submitted in Grants.gov.
 - Applicants must link the validated SF-424 form to their AMIS Application.
- New Applicants must create an AMIS Account by the deadline specified in the NOFAs.
- ALL Applicants must enter their EIN and UEI in AMIS by the deadline specified in the NOFAs.
- An Applicant is required to designate at least one Authorized Representative and Point of Contact in its AMIS account (Authorized Representatives may not be consultants).
- An Applicant that fails to properly register and update its AMIS account may miss important communications from the CDFI Fund and may not be able to successfully submit an Application.

3. Awards Management Information System (AMIS)



- Applicants should review *Table 10. Required Application Documents* of the CDFI Program and/or NACA Program NOFA for a list of Required Application Documents that must be submitted via AMIS.
- AMIS will validate that an Applicant has provided each required Application document before an Application can be submitted.
- Applicants should allow for sufficient time to review and complete all required Application documents, confirm that they have attached correct documents, and remedy any validation issues prior to the Application deadline.

3. Awards Management Information System (AMIS)



- Applicants must take care to select their desired Application type when launching the Application in AMIS.
 - SECA-qualified Applicants that wish to apply for FA as Core Applicants under the CDFI Program (i.e., to request more than the SECA maximum of \$700,000) must select “Core FA Application” upon Application launch for the CDFI Program in AMIS. The CDFI Fund will not change the Application type (e.g., Core FA vs. SECA FA) after the Application has been launched by the Applicant.
 - Native CDFIs applying under both the CDFI Program and NACA Programs must apply for the same type of award (FA or TA) under both programs and therefore should consider which award type they intend to apply for before launching their initial Application in AMIS.
 - Applicants applying for HP-FA with no Base-FA award request can apply under the CDFI Program Application or the NACA Program Application (for NACA eligible Applicants only).
- Upon submission, the Application will be locked and cannot be resubmitted, edited, or modified in any way.
 - Note: Applicants may not submit more than one Application per Program.

Title VI Compliance Worksheet



- All Applicants must submit a Title VI Compliance Worksheet in AMIS by the deadline specified in the NOFA. This requirement also applies to Subsidiary Insured Depository Institutions that will carry out award activities on behalf of Depository Institution Holding Company Applicants. Failure to do so may result in the Application being deemed ineligible.
- The Title VI Compliance Worksheet must be for the calendar year in which the Applicant submits their Application.
- The Title VI Compliance Worksheet is completed and submitted in the Applicant's Organization Profile in AMIS. The Applicant **must then link** the Title VI Compliance Worksheet to its CDFI Program or NACA Program Application.

Review



- **True or False?** The CDFI Fund maintains and runs the SAM.gov and Grants.gov systems.
- **True or False?** All FY 2025 Application components, including the SF-424, must be submitted via AMIS.
- **True or False?** Applicants are encouraged to submit their SF-424 forms as early as possible.
- **True or False?** Applicants can only submit one Application per Program (CDFI and NACA).
- **True or False?** The CDFI Fund will reject Applications that are submitted with the EIN or UEI of a parent or Affiliate organization.

Answer Key



- The CDFI Fund maintains and runs the SAM.gov and Grants.gov systems. **Answer: False**
- All FY 2025 Application components, including the SF-424, must be submitted via AMIS. **Answer: False**
- Applicants are encouraged to submit their SF-424 forms as early as possible. **Answer: True**
- Applicants can only submit one Application per Program (CDFI and NACA). **Answer: True**
- The CDFI Fund will reject Applications that are submitted with the EIN or UEI of a parent or Affiliate organization. **Answer: True**

Agenda



CDFI Fund Overview and FY 2024 CDFI & NACA Programs Overview

Preparing your Application

Completing the Narrative Responses and Application Data

Overview of Matching Funds and Supplemental Information

Application Review Selection, Process, and Reminders

Required AMIS Components – FA Applicants



Application Component		Applicant Type
Funding Application Detail - general and administrative information		All FA Applicants
Matching Funds (Applicable to Base-FA, PPC-FA, and DF-FA award requests)		FA Core Applicants (except Native CDFIs)
Narrative Responses: <ul style="list-style-type: none"> • Mission and Community Needs • Business Strategy • Products and Services Impacts 	<ul style="list-style-type: none"> • Market and Competitive Analysis • Management and Track Record • Financial Position • Growth and Projections 	All FA Applicants
Application Financial Data: <ul style="list-style-type: none"> • Three Historic Fiscal Years • Current Fiscal Year • Three Projected Fiscal Years 		All FA Applicants
FA Objectives (Must select one and only one): <ul style="list-style-type: none"> • 1-1: Increase Volume of Financial Products • 1-2: Increase Volume of Financial Services 	<ul style="list-style-type: none"> • 1-3: New Geographic Area(s) • 1-4: New Financial Product(s) • 1-7: Serve New Targeted Population(s) 	All FA Applicants except Applicants applying for HP-FA with no Base-FA request

Required AMIS Components – FA Applicants



Application Component	Applicant Type
<p>PPC-FA Application Components:</p> <ul style="list-style-type: none"> • Funding Application Detail • Narratives • AMIS Charts 	PPC-FA Applicants
<p>DF-FA Application Components:</p> <ul style="list-style-type: none"> • Funding Application Detail • Narratives • AMIS Charts 	DF-FA Applicants
<p>HFFI-FA Application Components:</p> <ul style="list-style-type: none"> • Funding Application Detail • Narratives • AMIS Charts 	HFFI-FA Applicants
<p>HP-FA Application Documents:</p> <ul style="list-style-type: none"> • Narratives • Tables <p>The HP-FA Application will not be completed as part of the AMIS Application. It will be an Excel spreadsheet that contains the above two sections, and must be separately submitted via a Service Request in AMIS.</p>	HP-FA Applicants

Required AMIS Components – TA Applicants



Application Component	Applicant Type
Funding Application Detail – General and administrative information	All TA Applicants
Narrative Responses: <ul style="list-style-type: none"> • Part I – Demonstration of Certification Qualifications (uncertified Applicants only) • Part II – Business Strategy (all Applicants) 	All TA Applicants
Application Financial Data: <ul style="list-style-type: none"> • Three Historic Fiscal Years • Current Fiscal Year • Three Projected Fiscal Years 	All TA Applicants
Additional Components: <ul style="list-style-type: none"> • Other Data and Charts included in AMIS 	All TA Applicants

Required Attachments to the Application



Application Documents	Applicant Type
Key Staff Resumes (PDF or Word Document)	All Applicants
Organizational Chart (PDF)	All Applicants
Completed, final Audited Financial Statements for the Applicant's Three Most Recent Historic Fiscal Years (PDF). Note: financial statements should only be for the Applicant itself. If Applicant's financial statements are consolidated with other entities, also attach the unconsolidated versions or note where in the audit the unconsolidated financials are located.	Non-Regulated FA Applicants and TA Applicants, if available: Loan Funds, Venture Capital Funds, and other non-Regulated Institutions
Unaudited Financial Statements for Applicant's Three Most Recent Historic Fiscal Years (required if available, and only if Audited Financial Statements are not available) (PDF)	Non-Regulated FA and TA Applicants, if available: Loan funds, Venture Capital Funds, and other non-Regulated Institutions

Required Attachments to the Application in AMIS



Application Documents	Applicant Type
Community Partnership Agreement (PDF or Word)	FA Applicants, if applicable
Retained Earnings Calculator Excel Workbook (required only if using retained earnings as Matching Funds) (Excel). Note: Applicants must submit CDFI Fund-provided template in the original format (.xslm)	FA Core Applicants using retained earnings as Matching Funds
Call Reports for each fiscal year reported in the Retained Earnings Calculator (PDF)	FA Core Applicants: Regulated Institutions that are using retained earnings as Matching Funds
Equity Investment Matching Funds Documentation (PDF or Word)	FA Core Applicants: for-profit CDFIs that are using In-Hand Equity Investment(s) as Matching Funds
Deposits Matching Funds Documentation (PDF or Word)	FA Core Applicants: Regulated Institutions that are using In-Hand Deposits as Matching Funds

Base-FA Application Overview



- The Base-FA Application consists of narrative responses, data entry in AMIS, and attachments.
- The Base-FA Application Narrative consists of seven sections:
 - Mission and Community Needs
 - Business Strategy
 - Products and Services Impacts
 - Market and Competitive Analysis
 - Management and Track Record
 - Financial Position
 - Growth and Projections

Base-FA Application: Use of Award



- FA award (including Base-FA, PPC-FA, DF-FA, HFFI-FA, and HP-FA) can only be used for FA Eligible Activities, subject to certain restrictions.
- FA Eligible Activity must occur in an Eligible Market(s) or the Applicant's approved Target Market(s).
- FA Eligible Activities by Institution Type:
 - Financial Products – All Institution Types
 - Financial Services – Regulated Institutions only. Financial Services is **not** an eligible activity category for HFFI-FA and HP-FA awards.
 - Loan Loss Reserves – All Institution Types
 - Development Services** – All Institution Types
 - Capital Reserves – Regulated Institutions only. Capital Reserves is **not** an eligible activity category for DF-FA awards.
 - Direct Administrative Expenses (up to 15% of the FA award)– All Institution Types

**Note: Although some financial education for youth under 18 years old do not fall under the definition of Development Services and thus is not eligible to support CDFI Certification, the CDFI Fund allows FA award funds to be used to provide such financial education. Financial education for youth means education designed to prepare youth to engage with the financial system. This includes accessing Financial Products when they are legally able to and accessing Financial Services offered by the Applicant or a third party.

Base-FA Application: Use of Award



- Applicants must use an FA award in the following Eligible Lines of Business*:
 - Commercial Real Estate
 - Small Business
 - Microenterprise
 - Community Facilities
 - Consumer Financial Products
 - Consumer Financial Services
 - Commercial Financial Products
 - Commercial Financial Services
 - Affordable Housing
 - Intermediary Lending to Non-Profits and CDFIs
 - Climate-Focused Financing
 - Other as approved by the CDFI Fund

**Note: Supplemental FA awards may be subject to certain restrictions as specified in the NOFAs.*

Base-FA Application: Use of Award



- FA awards may not be used to support the activities of, or otherwise be passed through, transferred, or co-awarded to, third-party entities, whether Affiliates, Subsidiaries, or others, unless done pursuant to a merger or acquisition or similar transaction and must be done with the CDFI Fund's prior written approval. However, Depository Institution Holding Company (DIHC) Applicants may transfer the FA award to Subsidiary Insured Depository Institutions that will carry out award activities on behalf of the DIHC Applicant.

Base-FA Application: FA Objectives



- 1-1: Increase Volume of Financial Products
- 1-2: Increase Volume of Financial Services
- 1-3: New Geographic Area(s)
- 1-4: New Financial Product(s)
- 1-7: Serve New Targeted Population(s)

Note: The CDFI Fund has eliminated FA Objectives 1-5: New Financial Services(s) and 1-6: New Development Service(s) starting with the FY 2024 Round. However, Applicants may still use their FY 2025 FA award for new Financial Services or new or existing Development Services provided they also select an FAO to expand lending or financial services, introduce a new product, or serve a new geographic area or population, and explain how these activities support the selected FAO.

Base-FA Application: FA Objectives



As an Applicant completes its Application and related financial projections for the FA Objectives, it should keep the following tips in mind:

- Applicants must select only one FA Objective.*
- FA Objectives will be included as Performance Goals & Measures (PG&Ms) in Assistance Agreements.
- If the Applicant does not receive its full Base-FA award request, the PG&Ms for the FA Objective included in its FY 2025 Assistance Agreement will be adjusted downward based on the percentage of the award request versus the amount awarded.

*Applicants applying for HP-FA only without a Base-FA request will not select an FA Objective.

Base-FA Application: FA Objectives



Example: If an Applicant requests a Base-FA award of \$2,000,000 but ultimately receives an award of \$1,000,000, the PG&Ms in the Applicant's Assistance Agreement will be adjusted downward by 50%. In this example, if the Applicant selected FA Objective 1-1: Increase Volume of Financial Products and originally projected \$50,000,000 in Financial Products to be closed in an Eligible Market(s) and/or its approved Target Market(s) over the three-year Period of Performance, its PG&Ms would instead be based on a projected \$25,000,000 in Financial Products to be closed over the Period of Performance.

Base-FA Application: FA Objectives



- Financial information entered in the Application should be for the Applicant that will expend and carry out the activities of the FA award.
- Off-balance sheet activity cannot be used to meet PG&Ms. Therefore, Applicants **should not include off-balance sheet** activity for projected financial activity for the FA Objectives in the Application.
- Projected activity to meet PG&Ms (i.e., Financial Products closed and/or Financial Services provided) **must be in Eligible Market(s) and/or the Applicant's approved Target Market(s)**.
 - Note: This is not applicable to FA Objective 1-7: New Targeted Population(s) because the PG&Ms are not based on projected activity.

Base-FA Application: FA Objectives

1-1: Increase Volume of Financial Products



- Three years of projected activity must be greater than the sum of the three years of historic activity levels provided in the Application plus the amount of the Base-FA award.
- Applicants should only include on-balance sheet activity in an Eligible Market(s) or approved Target Market(s) for their projected Financial Products to be closed.
- Applicants that select FA Objective 1-1 in FY 2025 and have a FY 2024 award that included FA Objective 1-1 must exceed the volume of Financial Products projected in their FY 2024 Assistance Agreement for any overlapping years.
- Final PG&M benchmark will be 90% of the sum of the three years of projected Financial Products to be closed in an Eligible Market(s) or approved Target Market(s) PLUS the final Base-FA award (prorated based on the percentage of the request awarded).

Base-FA Application: FA Objectives

1-1: Increase Volume of Financial Products



- If projections do not exceed historic lending due to unusually high and anomalous historic activity, Applicants can select FA Objective 1-1 only if the **anomalous historic activity is tied to one-time funding related to emergency response** (e.g., natural disaster response and response to COVID-19 public health emergency).
- Anomalous activity is defined as historic on-balance sheet activity that resulted directly from the receipt of one-time or non-recurring emergency funding by the Applicant.
- Other extraordinary occurrences are not considered valid reasons, such as: increased charge-offs and/or loan modifications, decreased demand, rising interest rates, operational or strategic changes, branch closures, supply chain disruptions, and/or economic downturn or general changes in the economic environment.
- Applicants must provide the dollar amount of the anomalous historic activity and a detailed justification.
- See the FA Application Guidance for more detailed information.

Base-FA Application: FA Objectives

1-2: Increase Volume of Financial Services



- The three years of projected activity must be greater than the sum of the three years of historic activity levels provided in the Application.
- Only include on-balance sheet activity in an Eligible Market(s) and/or approved Target Market(s) for their projected Financial Services provided.
- Applicants that select FA Objective 1-2: Increase Volume of Financial Services in FY 2025 and have a FY 2024 award that included FA Objective 1-2 must exceed the volume of Financial Services projected in their FY 2024 Assistance Agreement for any overlapping years.
- Final PG&M benchmark will be 100% of the sum of the three years of projected Financial Services to be provided in an Eligible Market(s) or approved Target Market(s) (prorated based on the percentage of the request awarded).

Base-FA Application: FA Objectives

1-3: Serve New Geographic Area(s)



- Projected activity must be on-balance sheet activity in an Eligible Market(s) and/or Approved Target Market(s).
- A New Geographic Area is defined as an area that accounts for five percent or less of the Applicant's outstanding portfolio averaged over its three most recent historic fiscal years.
- Applicants that select FA Objective 1-3 in FY 2025 and have a FY 2024 FA award that includes FA Objective 1-3 cannot select the same New Geographic Area they selected in FY 2024.
- Applicants can define a New Geographic Area(s) at the state, U.S. territory, and/or county level.
- Serving a New Geographic Area(s) may or may not impact or change your CDFI's approved Target Market status.

Base-FA Application: FA Objectives

1-3: Serve New Geographic Area(s)



- Corresponding PG&Ms will be based upon the projected activity over the three-year Period of Performance in the New Geographic Area(s) (prorated based on the percentage of the request awarded) and cannot be less than the Base-FA award.
- The New Geographic Area(s) listed in the Application will be included in the PG&Ms for this FA Objective in the Assistance Agreement.
- Activity must occur in one or more of the New Geographic Area(s) listed in the Application.

Base-FA Application: FA Objectives

1-4: New Financial Product(s)



- Projected activity must be on-balance sheet activity in an Eligible Market(s) and/or approved Target Market(s).
- To qualify as a New Financial Product, the proposed New Financial Product must constitute five percent or less of the Applicant's outstanding portfolio as of its most recently completed historic fiscal year.
- Applicants that select FA Objective 1-4 in FY 2025 and have a FY 2024 FA award that include FA Objective 1-4 cannot select the same New Financial Product they selected in FY 2024.

Base-FA Application: FA Objectives

1-4: New Financial Product(s)



- Corresponding PG&Ms will be based upon the projected activity over the three-year Period of Performance for the New Financial Product(s) identified in the Application (prorated based on the percentage of the request awarded) and cannot be less than the Base-FA award.
- The New Financial Product(s) listed in the Application will be included in the PG&Ms for this FA Objective in the Assistance Agreement.
- Applicants must close the specified dollar amount of one or more of the New Financial Product(s) listed in the Application to satisfy the PG&M.

Base-FA Application: FA Objectives

1-7: Serve New Targeted Population(s)



- Applicants must propose to serve a New Targeted Population(s) that it is not currently approved to serve.
- Serving a Targeted Population (e.g., Low-Income) that the Applicant is already approved to serve that is in a New Geographic Area is not eligible.
- PG&Ms for this FA Objective will be the submission of a Target Market modification request by the end of year two of the Period of Performance and to have the New Targeted Population added to the Applicant's approved Target Market by the end of the three-year Period of Performance.

PPC-FA Application



- PPC-FA awards will be provided as a supplement to Base-FA awards.
- Submitted as supplemental Application that is evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- PPC-FA Recipients will be required to close 100% of the PPC-FA award or equivalent funds in Financial Products by the end of the three-year Period of Performance into PPC.

DF-FA Application



- DF-FA awards will be provided as a supplement to Base-FA awards.
- Submitted as supplemental Application that is evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- For the purposes of DF-FA, a person with a disability is a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a record of such an impairment, or being regarded as having such an impairment, as defined by the Americans with Disabilities Act (ADA) at 42 U.S.C. § 12102.
- DF-FA Recipients will be responsible for closing loans, equity investments, and similar financing activities that benefit individuals with disabilities in an amount equal to or greater than 85% of the total DF-FA award.

HFFI-FA Application



- HFFI-FA awards will be provided as a supplement to Base-FA awards.
- Submitted as supplemental Application that is evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- HFFI-FA eligible financing includes activities to Healthy Food Retail and Healthy Food Non-Retail Outlets where the majority of the loan or investment is devoted to offering a range of Healthy Food choices.
 - Examples: investments supporting an existing retail store or wholesale operation upgrade to offer an expanded range of Healthy Food choices, or supporting a nonprofit organization that expands the availability of Healthy Foods in underserved areas.

HFFI-FA Application



- For the purposes of HFFI-FA, definitions such as Healthy Foods and Healthy Food Retail Outlet are drawn from the USDA and are included in the NOFA and HFFI-FA Application Guidance.
- HFFI-FA Recipients must close:
 - Financial Products for Healthy Food Retail Outlets and Healthy Food Non-Retail Outlets in their approved Target Market in an amount equal to or greater than 100% of the total HFFI Financial Assistance provided; AND
 - Financial Products to Healthy Food Retail Outlets located in Low-Income and Low-Access Food Areas in their approved Target Market in an amount equal to 75% of the total HFFI Financial Assistance provided. *See NOFAs for definition of Low-Income and Low-Access Food Areas.*

HP-FA Application



- Applicants can apply for a HP-FA award as a supplement to a Base-FA award or without a Base-FA award request.
 - Supplemental Applications are evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount. Supplemental Applicants must be selected to receive a Base-FA award to be considered for an HP-FA award.
 - Applicants applying for HP-FA without a Base-FA award request must still complete a CDFI Program or NACA Program FA Application in AMIS per the instructions in the Application Guidance, including providing required narratives.
 - See the FY 2025 NOFAs and Application Guidance for more details on the difference between applying for HP-FA as a supplement to a Base-FA award or by itself without Base-FA.

HP-FA Application



- For the purposes of HP-FA, definitions such as Homeownership and Housing are included in the NOFA and HFFI-FA Application Guidance.
- HP-FA Recipients must close Financial Products in an amount equal to 100% or greater of the HP-FA award amount, financing the production of rental Housing projects available to families making at or below 120% of Area Median Income (AMI) and/or the production of Homeownership projects available to families making at or below 150% of AMI.
- The CDFI Fund will prioritize Applications that intend to target 51% or more Homeownership and rental Housing units to families at or below 80% AMI and such further income restrictions will be specified in the Recipient's Assistance Agreement.
- HP-FA Recipients must increase the volume of housing units financed from the baseline (Recipient's most recent three historic fiscal years) over the Period of Performance.
- All Housing projects financed with HP-FA must be completed and ready for occupancy by the end of the Period of Performance.

TA Narrative: Part I



- Part I is required for uncertified Applicants **only**, including:
 - Emerging CDFIs; and
 - Sponsoring Entities (NACA only).
- Uncertified TA Applicants must describe how they currently meet and/or intend to meet **five** of the CDFI Fund's seven CDFI Certification requirements within the required timeframe:
 - Primary Mission
 - Financing Entity
 - Target Market
 - Accountability
 - Development Services

TA Narrative: Part II



- **All TA Applicants** must describe their business strategy in their responses to the Part II narrative questions. Specifically, Applicants will:
 - Provide an organization overview;
 - Describe their management and staff;
 - Describe their community coordination plan;
 - Discuss their financial performance; and
 - Discuss their organizational impact.
- Organizations applying as a **Sponsoring Entity** should review the “Tips” in the FY 2025 TA Application Guidance. Applicable narrative questions have a corresponding “Tip” providing specific guidance as to how Sponsoring Entities should respond.

TA Application: Use of Award



- Applicants must use a TA award in the following Eligible Activity Categories:
 - Compensation – Personal Services
 - Compensation – Fringe Benefits
 - Professional Service Costs
 - Travel Costs
 - Training and Education Costs
 - Equipment
 - Supplies
 - Incorporation Costs (*Sponsoring Entities only*)

TA Application: Use of Award



- TA awards may not be used to support the activities of, or otherwise be passed through, transferred, or co-awarded to, third-party entities, whether Affiliates, Subsidiaries, or others, unless done pursuant to a merger or acquisition or similar transaction and must be done with the CDFI Fund's prior written approval. However, Depository Institution Holding Company (DIHC) Applicants may transfer the TA award to Subsidiary Insured Depository Institutions that will carry out award activities on behalf of the DIHC Applicant.
- A NACA Program Sponsoring Entity Award Recipient must create, as a legal entity, the Emerging CDFI no later than the end of the first year of the Period of Performance, whereupon the Sponsoring Entity must request the CDFI Fund to amend the Assistance Agreement and add the Emerging CDFI as a co-Recipient thereto, with the Sponsoring Entity, thereby transferring any and all remaining balances and/or assets derived from the TA award to the Emerging CDFI.

Agenda



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Matching Funds Requirements



- Matching Funds are required for all CDFI Program Core Applicants (except Native American CDFIs) at the time of Application submission for Base-FA, PPC-FA, and DF-FA requests.
- The FA award matches the type of the Matching Funds provided.
 - For example, if an Applicant provides Matching Funds in the form of a grant, its award will be in the form of a grant.
- An Applicant must provide evidence that it has at least 50% of the requested award amount in either In-Hand or Committed Matching Funds at the time of Application submission.

Matching Funds Requirements



- The Matching Funds Window is from January 1, 2023, to January 15, 2026.
- Matching Funds received between January 1, 2023, and the Application Deadline will be considered as In-Hand. Matching Funds received after the Application Deadline and by the end of the Matching Funds Window will be considered as Committed.
- If selected to receive an award, Recipients requiring Matching Funds must provide evidence that 100% of the award Matching Funds are In-Hand before a payment is made.
- If less than 100% of Matching Funds are In-Hand at the time of Application submission, a Recipient must provide the CDFI Fund with evidence of the receipt of In-Hand Matching Funds by January 31, 2026, or a later date as specified by the CDFI Fund.

Matching Funds Requirements



- The Matching Funds requirement was permanently waived for Native American CDFIs applying through the CDFI Program and/or NACA Program through the Indian Community Economic Enhancement Act of 2020.
- HP-FA Applicants are not required to provide Matching Funds for the HP-FA request.
- SECA FA and HFFI-FA Applicants are not required to submit Matching Funds for their award at the time of Application submission, but the CDFI Fund reserves the right to request Matching Funds from SECA FA and HFFI-FA Applicants if Matching Funds are not waived in the final FY 2025 appropriations.
- Matching Funds are not required for CDFI TA or NACA TA Applicants.

Matching Funds Types



- Types of Matching Funds include:
 - Grants
 - Loans
 - Retained earnings
 - In-kind contributions
 - Equity investments
 - Deposits
 - Secondary capital
- Matching Funds must be non-federal.
- Applicants should refer to *Table 9. Matching Funds Requirements* in the CDFI Program NOFA and the Matching Funds Guidance for details on eligible and ineligible sources of Matching Funds.

Matching Funds in the Form of a Loan



- Loans submitted as Matching Funds must have a term of three years or more.
- The following loan options may also be considered eligible as Matching Funds:
 - Lines of Credit; and
 - Loan renewals within the Matching Funds window.
- Applicants selected to receive an award with eligible loan(s) as a Matching Funds source will receive their award as follows:
 - In the form of a loan;
 - In the amount of the loan(s) submitted as Matching Funds; and
 - With terms in accordance with the CDFI Fund's standardized loan terms.
- The CDFI Fund will not permit a Recipient to change the form of an Award if the form of the Award is a loan.

Standard Loan Product



Standard Loan Product Terms

Amount	Based on amount of Matching Funds submitted in the form of loan(s)
Rate	4.04% fixed rate
Term	Thirteen (13) years
Principal	Principal amortized payments due in years eleven (11) through thirteen (13)
Interest Payments	Semi-annual
Collateral Requirements	None
Lender Position	Pari-Passu with Senior Lenders

Retained Earnings



- Retained earnings can be used as a Matching Funds source that the CDFI Fund will match in the form of a grant.
- If an Applicant uses retained earnings as Matching Funds, it must specify that in its Application.
- The CDFI Fund provides a unique calculator for non-regulated financial institutions, banks/Depository Institution Holding Companies, and credit unions (the Retained Earnings Calculator) that will be used to determine the amount of retained earnings available to be used as Matching Funds.

Retained Earnings



- The calculator adjusts an Applicant's financial statements or call reports for revenue and expenses derived from federal sources and previously used Matching Funds.
- The CDFI Fund will review each Applicant's Retained Earnings Calculator to ensure that all reported figures match the corresponding figures in an Applicant's audited financial statements or call reports.
 - Retained earnings calculated using unaudited financial statements will be considered as Committed.
 - Retained earnings will only be deemed as in-hand once confirmed by audited financial statements or call reports.

Matching Funds Documentation



- Applicants that use loans and grants (including in-kind contributions) as Matching Funds are not required to provide documentation at the time of Application submission.
- However, Applicants that use retained earnings, shares/deposits, Equity Investments, or secondary capital as Matching Funds must provide documentation at the time of Application submission.
- All Matching Funds eligibility requirements, as detailed in the CDFI Program NOFA, NACA Program NOFA, and Matching Funds Guidance, remain in effect.

Matching Funds Section in AMIS



- CDFI Program Core FA Applicants (except Native American CDFIs) applying for Base-FA, PPC-FA, and DF-FA **must** complete the Matching Funds section of the FA Application in AMIS.
- For Applicants that are submitting Matching Funds in the form of grants, in-kind contributions, loans, shares/deposits, Equity Investments, and secondary capital, the Matching Funds information will be incorporated in the Matching Funds section of the FA Application in AMIS.
- Applicants submitting Matching Funds in the form of retained earnings **MUST** submit a completed Retained Earnings Calculator Excel Workbook as an attachment to their Application. The Retained Earnings Calculator must be submitted in the CDFI Fund-provided template in the original format (.xlsm).

Matching Funds Section in AMIS



- The following information is required for each Matching Funds source:
 - Provider Name (cannot be the Recipient);
 - Status (In-Hand or Committed);
 - Form of Matching Funds;
 - Contact Name;
 - Contact Information;
 - Amount;
 - Date of Receipt; and
 - Associated Eligible FA Activity.

Matching Funds Section in AMIS



- An Applicant must make the following attestations for each Matching Funds source:
 - The Matching Funds are non-federal or have lost their federal character;
 - Appropriate documentation of the Matching Funds that meet the CDFI Fund’s requirements, as detailed in the CDFI Program and NACA Program NOFA, can be provided upon request; and
 - If the Matching Funds are in the form of a loan, the loan term is three (3) years or greater.

Matching Funds Documentation



- Although documentation of Matching Funds will not be submitted to the CDFI Fund at the time of Application submission for loans and grants (including in-kind contributions), acceptable documentation of all Matching Funds used for an award must be made available to the CDFI Fund upon request.
- **Applicants should refer to the FY 2025 CDFI Program NOFA and FY 2025 Matching Funds Guidance for acceptable forms of Matching Funds documentation.**
- The CDFI Fund reserves the right to audit FY 2025 FA Recipients' Matching Funds documentation to ensure compliance with applicable CDFI Program and NACA Program eligibility rules.

Review



- **True or False?** Applicants are required to enter Matching Funds information directly into AMIS.
- **True or False?** Core FA Applicants that do not qualify as Native American CDFIs must provide evidence that they have at least 50% of their requested award amount in In-Hand or Committed Matching Funds at the time of Application submission.
- **True or False?** Core FA Applicants that do not qualify as Native American CDFIs must submit documentation, such as grant agreements or proof of payment, for grant and loan sources at the time of Application submission.
- **True or False?** Retained earnings must be calculated using the CDFI Fund's institution-type specific calculator.

Answer Key



- Applicants are required to enter Matching Funds information directly into AMIS. **Answer: True**
- **True or False?** Core FA Applicants that do not qualify as Native American CDFIs must provide evidence that they have at least 50% of their requested award amount in In-Hand or Committed Matching Funds at the time of Application submission. **Answer: True**
- **True or False?** Core FA Applicants that do not qualify as Native American CDFIs must submit documentation, such as grant agreements or proof of payment, for grant and loan sources at the time of Application submission. **Answer: False**
- **True or False?** Retained earnings must be calculated using the CDFI Fund's institution-type specific calculator. **Answer: True**

Agenda



CDFI Fund Overview and FY 2024 CDFI & NACA Programs Overview

Preparing your Application

Completing the Narrative Responses and Application Data

Overview of Matching Funds and Supplemental Information

Application Review Selection, Process, and Reminders

Application Submission



- The CDFI Fund has a multi-step process that requires the submission of Application documents on separate deadlines and different online systems.
 - Step 1: On or before the deadline specified in the NOFA, the Applicant must create an AMIS account, submit its SF-424 via Grants.gov, and enter its EIN and UEI in its AMIS account.
 - Step 2: The Applicant must submit a complete CDFI Program or NACA Program FA or TA Application in AMIS, include the Title VI Compliance Worksheet and all Required Application Documents, on or before the deadline specified in the NOFA.
 - Step 3: The Excel HP-FA Application is submitted at a later date than the FA Application in AMIS. See the applicable NOFA for the HP-FA Application submission deadline.

Base-FA Application: Evaluation Process

Step 1: Eligibility Review



- The CDFI Fund ensures that each Applicant meets all eligibility requirements, as detailed in the FY 2025 CDFI Program NOFA and NACA Program NOFA (refer to *Table 5. CDFI Certification Criteria Definitions*, *Table 6. Eligibility Requirements for All Applicants*, and *Table 8. Eligibility Requirements for FA Applicants in the applicable NOFA*).

Base-FA Application: Evaluation Process

Step 2: Financial Analysis Evaluation and Compliance Risk Evaluation



- All Applicants must pass **both** a Financial Analysis Evaluation and a Compliance Risk Evaluation to progress to Step 3: Business Plan Review. Based on scoring from FYs 2021, 2022, and 2024, more than 99% of all Applicants pass Step 2 and move on to Step 3.
- **Financial Analysis Evaluation – Unregulated Entities**
The CDFI Fund analyzes the financial information provided by the Applicant using an automated tool developed by the CDFI Fund called the Application Assessment Tool (AAT), which produces a score on a scale from 1 to 5. Applicants must score from 1 to 3 to automatically move on to Step 3. Applicants scoring 4 or 5 will be reviewed by CDFI Fund staff, and if determined to be high risk, will not advance to Step 3.

Base-FA Application: Evaluation Process

Step 2: Financial Analysis Evaluation and Compliance Risk Evaluation



- **Financial Analysis Evaluation – Regulated Entities**

The CDFI Fund assesses the financial soundness of Regulated Institutions using the Applicant’s CAMELS/CAMEL rating (or equivalent Federal regulator feedback) and Community Reinvestment Act (CRA) rating. Applicants must receive a CAMELS/CAMEL rating (or equivalent) of at least “3” and a CRA rating of at least “Satisfactory” to move on to Step 3: Business Plan Review. For Depository Institution Holding Companies (DIHC) Applicants, this applies to both the DIHC and its Subsidiary intending to carry out the award.

- **Compliance Risk Evaluation – All Applicants**

The CDFI Fund analyzes each Applicant’s responses to the Compliance Evaluation Questions, as well as its reporting history, reporting capacity, and performance risk using the AAT, which produces a score on a scale from 1 to 5. Applicants must score from 1 to 3 to automatically move on to Step 3. Applicants scoring 4 or 5 will be reviewed by CDFI Fund staff, and if determined to be high risk, will not advance to Step 3.

Base-FA Application: Evaluation Process

Step 3: Business Plan Review



- The Business Plan Review is conducted by two external community development finance experts.
- The intent of the Business Plan Review is to ensure that an Applicant's comprehensive business plan is sound and achievable.
- The sum of the two reviewers' Business Plan Review scores will be used to calculate a Total Business Plan Score.
- Applications will be ranked based on their Total Business Plan Scores according to their Applicant type, with the highest scoring Applicants in each category advancing to Step 4: Policy Objective Review. The following amounts of Applicants in each category may advance:
 - **CDFI Program Core Applicants:** an amount up to but not exceeding the top 60% of Core Applicant Total Business Plan Review Scores.
 - **CDFI Program SECA Applicants:** an amount up to but not exceeding the top 70% of SECA Applicant Total Business Plan Review Scores.
 - **NACA Program Applicants:** an amount up to but not exceeding the top 75% of NACA Applicant Total Business Plan Review Scores.

HP-FA Only Application: Evaluation Process

Step 3: Business Plan Review



- For HP-FA only Applications, the Step 3 Business Plan Review will be conducted by internal CDFI Fund or other Federal Reviewers.
- Applications will be ranked based on their Total Business Plan Scores compared with other HP-FA only Applications (submitted under both CDFI and NACA Program Applications). Using the same percentage used under the CDFI Program Core Base-FA Applicant category as a cut off, the top scoring Applicants will advance to Step 4: Policy Objective Review.
- For more details on the Step 3: Business Plan Review for HP-FA only Applications, see the relevant NOFA.

Base-FA Application: Evaluation Process

Step 3: Business Plan Review



Step 3 Business Plan Reviewer Questions by Application Section

Application Section	Reviewer Question
Business Strategy	Do the Applicant's strategic goals support its overall mission and its selected FA Objective?
	Does the Applicant identify risks and weaknesses that would prevent it from implementing its strategic goals and selected FA Objective? Does the Applicant demonstrate an understanding of these risks and propose feasible contingencies to mitigate the risks and improve the areas of weakness?
Market and Competitive Analysis	How well does the Applicant understand its competitive environment? Does the Applicant demonstrate that it understands the market demand for its products and services?
Products and Services	Do the Applicant's current and/or proposed products and services meet the identified needs of the communities and populations it serves or is proposing to serve?
	Does the Applicant's selected FA Objective address the identified needs of the communities and populations it serves or is proposing to serve?
Management and Track Record	Does the Applicant demonstrate that its management and key staff have the expertise and track record to achieve its strategic goals?
	Does the Applicant have the necessary financial policies, procedures, and controls in place to achieve its strategic goals and selected FA Objective?
Growth and Projections	To what extent does the Applicant demonstrate, through its strategic plan and historic activity, that it can achieve its proposed growth goals and its selected FA Objective?

Base-FA Application: Evaluation Process

Step 4: Policy Objective Review



- Conducted by CDFI Fund staff to measure the extent of each Applicant's impact within the communities and populations it serves by evaluating:
 - The extent of economic distress of the communities and populations the Applicant serves;
 - The opportunities created by the Applicant to improve the level of economic distress in these communities and populations; and
 - The extent to which an Applicant is collaborating with partners and engaging with its stakeholders in a meaningful way.

Base-FA Application: Evaluation Process

Step 4: Policy Objective Review



- A due diligence review is also conducted during Step 4 to assess the Applicant's:
 - Selected FA Objective;*
 - History of performance in managing federal awards (including timeliness of reporting and compliance);
 - Reports and findings from audits; and
 - Ability to effectively implement federal requirements.
- Some Applicants that advance to Step 4 will not be recommended for an award based upon the due diligence review.

*Applications for HP-FA only will not receive FA Objective due diligence review, as no FAO will be selected.

Base-FA Application: Evaluation Process

Step 4: Policy Objective Review



Step 4: Policy Objective Review Criteria

Policy Objective	General Reviewer Question
<p>Economic Distress <i>12 U.S.C. 4706 (a)(4): the extent of economic distress within the investment areas or the extent of need within the targeted populations, as those factors are measured by objective criteria.</i></p>	<ol style="list-style-type: none"> 1. To what extent does the Applicant serve beneficiaries that are Extremely Low-Income and Very Low-Income based on the beneficiary data in the Application Beneficiary Snapshot Table? 2. To what extent does the Applicant demonstrate that it serves communities and populations experiencing economic distress, focusing on deeper distress?
<p>Economic Opportunities <i>12 U.S.C. 4706 (a)(8): the extent to which the proposed activities will expand economic opportunities within the investment areas or the targeted populations.</i></p>	<ol style="list-style-type: none"> 3. Does the Applicant demonstrate that the activities related to its selected FA Objective, strategic goals, and other products or services will result in the meaningful and quantifiable expansion of economic opportunities for communities and populations it serves?
<p>Community Collaboration <i>12 U.S.C. 4706 (a)(12): the extent to which the Applicant will increase its resources through coordination with other institutions or participation in a secondary market.</i> (Note: This is not an assessment of whether an Applicant has formal Community Partnerships, but an assessment of how the Applicant works with other organizations generally to achieve outcomes.)</p>	<ol style="list-style-type: none"> 4. To what extent does the Applicant collaborate and partner with other entities and engage with community stakeholders to achieve impacts in the communities it serves?

HP-FA Only Application: Evaluation Process

Step 4: Policy Objective Review



- HP-FA only Applications will undergo the same policy review and due diligence review as other Applications.
- Where appropriate, the evaluation criteria for reviewers will be modified to reflect the fact that these Applications do not have a FA Objective.
- Applications must also receive a Policy Objective Review score high enough to qualify them for an award based on the Policy Objective Review score of awarded Base-FA Applicants.

Base-FA Application: Evaluation Process

Step 5: Award Amount Determination



- Conducted by CDFI Fund staff.
- Analysis based on Step 4 Policy Objective Review score, funding availability, deployment track record, and other programmatic and financial risk factors.
- Base-FA Awards are limited based on portfolio size (from the most recent historic fiscal year) and minimum award sizes as follows:
 - For Core FA Applicants, the award is capped at 30% of the Applicant's total portfolio outstanding with a targeted minimum award of \$500,000.
 - For SECA FA Applicants, the award is capped at the greater of 75% of the Applicant's total portfolio outstanding or \$125,000.
 - For NACA FA Applicants, the award is capped at the greater of 100% of the Applicant's total portfolio outstanding or \$150,000.

Base-FA Application: Evaluation Process

Step 5: Award Amount Determination



- Award amounts may be reduced, and some Applicants may not be funded based upon the analysis conducted in Step 5.
- For more information on the CDFI Program and NACA Program Base-FA Application Evaluation Process, see the FY 2025 Base-FA Application Evaluation Process document on the CDFI Fund's website.

PPC-FA Application: Evaluation Process



- CDFI Fund staff will evaluate the PPC-FA request of each associated Base-FA Application that progresses to Step 4.
- Evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- Applicants that fail to receive a Base-FA award will not be considered for a PPC-FA award.

PPC-FA Application: Evaluation Process



- Although PPC-FA requests are not scored, the CDFI Fund will make a final funding recommendation based upon its review including, but not limited to, an Applicant's:
 - Historical track record of deployment in PPCs,
 - Pipeline of projects in PPCs, and
 - Narrative responses.
- PPC-FA award amounts will be determined based on the total number of eligible Applicants and funding availability, minimum award size, the Applicant's requested amount, and other factors described above.

DF-FA Application: Evaluation Process



- CDFI Fund staff will evaluate each DF-FA Application associated with a Base-FA Application that progresses to Step 4.
- Evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- Applicants that fail to receive a Base-FA award will not be considered for a DF-FA award.
- DF-FA award amounts will be determined on the basis of the Total DF-FA Score, the Applicant's requested amount, and on certain factors, including, but not limited to, an Applicant's deployment track record, total portfolio outstanding, minimum award size, and funding availability.

DF-FA Application: Evaluation Process



- DF-FA Applicants will be evaluated based on their ability to increase and/or expand their Financial Product(s), Financial Service(s), and/or Development Service(s) to address the challenges of individuals with disabilities, such as:
 - asset development;
 - affordable, accessible, and safe housing;
 - employment opportunities; and
 - access to assistive products and services that support health and community living.
- Each DF-FA Applicant will be assigned a Total DF-FA Score on a scale of one (1) to three (3), with one (1) being the highest score. After being scored, Applicants will then be grouped according to Total DF-FA Score.

HFFI-FA Application: Evaluation Process



- CDFI Fund staff will evaluate each HFFI-FA Application associated with a Base-FA Application that progresses to Step 4.
- Evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount.
- Applicants that fail to receive a Base-FA award will not be considered for a HFFI-FA award.

HFFI-FA Application: Evaluation Process



- Each HFFI-FA Applicant will be assigned a Total HFFI-FA Score up to a total possible sixty points. After being scored, Applicants will then be grouped according to Total HFFI-FA Score.
- HFFI-FA award amounts will be determined on the basis of the Total HFFI-FA Score, portfolio outstanding, minimum and maximum award size, the Applicant's requested amount, and other factors including, but not limited to, an Applicant's deployment track record and pipeline.

HP-FA Application: Evaluation Process



- CDFI Fund staff will evaluate each HP-FA Application that progresses to Step 4 of the FA Application evaluation process.
- Supplemental HP-FA Applications will be evaluated independently from the Base-FA Application and will not affect the Base-FA award evaluation or amount. Supplemental Applicants that fail to receive a Base-FA award will not be considered for a HP-FA award.

HP-FA Application: Evaluation Process



- HP-FA Applicants will be evaluated based their projected financing activity supporting housing production, the extent they intend to target the majority of Housing to families with incomes at 80% of AMI of below, their track record of financing housing, and the effectiveness of their strategy to mitigate any risks.
- Each HP-FA Applicant will be assigned a Total HP-FA Score on a scale of one (1) to three (3), with one (1) being the highest score. Applicants will then be grouped according to Total HP-FA Score.
- HP-FA award amounts will be determined based on the Total HP-FA Score, the Applicant's requested amount, and on certain factors, including, but not limited to, an Applicant's deployment track record, total portfolio outstanding, minimum award size, proximity to the \$5 million funding cap, geographies served, and funding availability.

TA Application: Evaluation Process



- All steps conducted by CDFI Fund staff.
- Step 1: Eligibility Review
 - Eligibility requirements are detailed in the FY 2024 CDFI Program and NACA Program NOFA (refer to *Table 5. CDFI Certification Criteria Definitions*, *Table 6. Eligibility Requirements for All Applicants*, and *Table 7. Eligibility Requirements for TA Applicants*).

TA Application: Evaluation Process



- Step 2: Compliance Risk Evaluation
 - Conduct a Compliance Risk Evaluation using a tool developed by the CDFI Fund called the Application Assessment Tool (AAT) and, in some cases, additional review by CDFI Fund staff.
 - To produce a Total Compliance Composite Score, the AAT uses responses provided in the Application as well as the Applicant’s reporting history, reporting capacity, and performance risk with respect to the CDFI Fund’s PG&Ms.
 - Applications with a Total Compliance Composite Score of 1, 2, or 3 for the Compliance Risk Evaluation will automatically move on to Step 3. Applicants that score a 4 or 5 will be further evaluated by CDFI Fund Staff.
 - Regulated Institutions only: Each TA Applicant must have a CAMELS/CAMEL rating (or equivalent) of at least “4” and a Community Reinvestment Act (CRA) rating of at least “Satisfactory” to be eligible for awards.

TA Application: Evaluation Process



- Step 3: Business Plan Review
 - Part I Review for uncertified CDFIs and Sponsoring Entities: Emerging CDFI and Sponsoring Entity Applicants must achieve a rating of Low Risk or Medium Risk in Part I of the TA Business Plan Review to progress to Part II of the TA Business Plan Review.
 - Part II Review for All Applicants: All Applicants must receive a rating of Low Risk or Medium Risk in Part II of the TA Business Plan Review to be considered for an award.

TA Application: Evaluation Process



- Emerging CDFIs or Sponsoring Entities will be evaluated on their demonstrated capability and plan to achieve CDFI Certification within three years (or four for Sponsoring Entities), or if prior awardees, their progress toward achieving their CDFI Certification performance goal and measure stated in their prior Assistance Agreements.
 - Applicants are responsible for reviewing and understanding the process and requirements for obtaining and maintaining the CDFI Certification. For details about the CDFI Certification process, the CDFI Certification Application, and related guidance materials, please visit the [CDFI Certification page](#) on the CDFI Fund website.
- Certified CDFIs will be evaluated on the demonstrated need for TA funding to build the CDFI's capacity, further the Applicant's strategic goals, and achieve impact within the Applicant's Target Market.

TA Application: Evaluation Process



- Step 4: Final Award Decision
 - Ensures adherence to the CDFI Program’s policies and procedures, as well as applicable federal regulations and other due diligence.
 - All TA Applications that are approved in Step 4 will be funded.
 - Actual award amounts may vary based on Applicant ratings in Part II.
 - Awards may be less than the amount requested, but will be no more than the amount requested.

Award Payments for All Applicants



- Each Applicant must request the initial payment amount in AMIS it reasonably expects to expend within the first 12 months after the award announcement.
- For FA applicants, initial payment amounts are entered separately in AMIS for each award type* (i.e., Base-FA, PPC-FA, DF-FA, and HFFI-FA awards).
- Initial payment amounts will be based upon the initial payment amount entered in the Application, and for Applicants who require Matching Funds, in combination with a determination of eligible Matching Funds for Base-FA, PPC-FA, and DF-FA awards.

**Note: HP-FA award amount requests are not entered in the FA Application in AMIS but will be provided in the Excel HP-FA Application. Payment will be provided in a lump sum.*

Award Payments for All Applicants



- All Applicants receiving an FA award, including any supplemental awards, will be required to expend:
 - 90% of the initial payment amount within the first 12 months of the Period of Performance
 - 100% of the entire award by the end of the Period of Performance
- All Applicants receiving a TA award will likewise be required to expend:
 - 90% of the initial payment amount within the first 12 months of the Period of Performance
 - 100% of the entire award by the end of the Period of Performance

Award Payments for All Applicants



- A Recipient will not receive an initial payment until it has 100% Matching Funds in-hand, if applicable.
- An Applicant must state its requested award amount in AMIS*. An Applicant that does not include this amount will not be allowed to submit an Application.

**Note: HP-FA award amount requests are not entered in the FA Application in AMIS but will be provided in the Excel HP-FA Application, to be released at later date as specified in the NOFAs.*

Contact Information for Applicants



- **CDFI/NACA Program and Application Support:**
Please Submit an AMIS Service Request or e-mail cdfihelp@cdfi.treas.gov.
- **Compliance Monitoring and Evaluation Support:**
Submit an AMIS Service Request or e-mail ccme@cdfi.treas.gov.
- **CDFI Certification Support:**
Submit an AMIS Service Request or e-mail ocpecert@cdfi.treas.gov.
- **Awards Management Information System (AMIS) Support:**
Submit an AMIS Service Request or e-mail AMIS@cdfi.treas.gov.
- **Grants.gov support:**
E-mail support@grants.gov or call 1-800-518-4726.
- **SAM.gov:**
Visit <https://sam.gov> or call 1-866-606-8220.

Application Materials



- All Application Materials for the FY 2025 CDFI Program Application can be found on the CDFI Fund's website here: <https://www.cdfifund.gov/programs-training/Programs/cdfi-program/Pages/apply-step.aspx#step2>
- All Application Materials for the FY 2025 NACA Program Application can be found on the CDFI Fund's website here: <https://www.cdfifund.gov/programs-training/Programs/native-initiatives/Pages/apply-step.aspx#step2>
- Capitalized terms in this presentation are defined in the Authorizing Statute, the Regulations, the applicable CDFI Program or NACA Program NOFA, the Application, Application materials, or the Uniform Administrative Requirements.

Note: Additional Application Materials will be added to the CDFI Fund's website on a rolling basis. Application Materials may be updated from time to time.

Questions and Answers



...for participating in today's workshop!