

**Opportunity Finance Network
Guide to CDFI Program (Financial Assistance and Technical
Assistance)
FY2015
v.3 October 23, 2014**

This guide reflects an analysis of the FY2015 [Notice of Funds Available \(NOFA\)](#), Application [Narrative](#) and [Spreadsheet](#), online webinars, and related materials. It assumes basic familiarity with CDFI Fund programs, is intended to support CDFIs' efforts, and is not a substitute for a CDFI's own review of the application materials or for the CDFI Fund's documents. OFN may update or reissue this document if the CDFI Fund makes changes, issues clarifications, or provides additional resources.

What's New This Year?

Not much in the application. The narrative templates and spreadsheets that make up the application are almost identical to last year's. (If you skipped applying last year, you may want to check out [OFN's analysis](#) for a refresher on the extensive changes to the FY2014 application.) Many of the changes come post-award, and are driven not by the CDFI Fund but by new guidance from the Office of Management and Budget (OMB), which late last year issued new regulations governing all federal award programs. These new "[Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)" apply to any awards issued on or after December 24, 2014. Some of the implications for the CDFI Fund are not finalized for the application and will be incorporated into successful applicants' assistance agreements. The changes impacted by the OMB guidance, and others this year, include:

- The Fund will hold awardees to the activities and amounts per Financial Assistance (FA) activity outlined in the application. Each eligible FA activity will have an associated indirect costs rate, though that rate has not been determined and will be negotiated in a successful applicant's assistance agreement.
- An applicant must indicate the amount of the total award that it expects to expend within 12 months.
- The use of matching funds, as designated by the funder, must match the eligible uses for FA.
- Third-party in-kind contributions are eligible matching funds.
- The NOFA includes more explicit evaluation criteria for Healthy Foods Financing Initiative (HFFI) applications.



- Until Congress and the Administration finalize a FY2015 appropriations measure, the Fund is operating under a Continuing Resolution which for purposes of the CDFI program requires that the Fund operate according to policies and priorities established in the FY2014 appropriations law. The final 2015 appropriations measure could extend the FY2014 appropriations law again or make changes that could impact the total funding available to the CDFI program, the matching fund requirements, target funding to particular priorities, or any other aspect of the CDFI Fund's FY2015 operations.



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I. THE BASICS: DEADLINES, GRANT AMOUNTS, AND ELIGIBILITY

Key Eligibility Changes in FY2015:

- TA applicants must meet SECA definitions but can have received FA awards in recent rounds
- Minimum award request amounts

When are the Application Deadlines?

Applications must be submitted through grants.gov by **11:59PM ET on November 24, 2014**. Fund staff will be available to answer questions about the application and NOFA through 5:00 p.m. ET on November 20, 2014. CDFIs not yet certified requesting FA must submit applications for certification by October 24, 2014.

What Kinds of CDFIs Are Eligible to Apply?

The Fund has opened this program to Certified CDFIs, Certifiable CDFIs, and Emerging CDFIs.

Certified CDFIs are those currently certified by the CDFI Fund. CDFIs that are currently in a “cure period” for their recertification are ineligible.

Certifiable CDFIs are those organizations that have an application pending with the CDFI Fund demonstrating that it meets the certification criteria, but not yet certified.

Certified CDFIs and Certifiable CDFIs can apply for either Financial Assistance (FA), including HFFI-FA, or, in limited cases Technical Assistance (TA) funding, but not both. Emerging CDFIs are eligible to apply for TA funds only. A certified CDFI interested in applying for TA funding must meet the Small and Emerging CDFI Assistance Criteria (see below).

How Much Money is Available?

The Notice of Funds Availability (NOFA) states that the Fund expects to have \$186 million in funding for Financial Assistance (FA), including the Healthy Foods Financing Initiative (called “HFFI-FA”) and Technical Assistance (TA) available to award, subject to final FY2015 appropriations. Organizations can apply for EITHER FA or TA, depending on eligibility (see *What Kinds of CDFIs are Eligible to Apply?*, above), but not both.

The NOFA states that the Fund expects to devote \$5 million in funding to TA-only awards, \$19 million in funding to Category I/Small and Emerging CDFI Assistance (SECA), \$128 million in funding to Category II/Core applicants, and \$35 million for HFFI.



Organizations can request one of:

- From \$10,000 to \$125,000 in Technical Assistance in an application for TA only
- From \$100,000 to \$700,000 in FA for applicants in the Category I/Small and Emerging CDFI Assistance (SECA) group.
- From \$100,000 to \$2 million in FA for applicants in the Category II/Core group.

Any certified or certifiable CDFI applying under any FA program (CORE or SECA) may also apply for \$500,000 to \$5 million in HFFI-FA.

In FY2009-2011, Congress waived the provision limiting a single CDFI and its affiliates to awards totaling \$5 million in a three-year period. That provision is back in effect with the exception of HFFI awards. Because of the previous waiver, the Fund will include awards in the cap calculation that were provided to an applicant in the FY2013 and FY2014 Funding Rounds, excluding HFFI awards.

What Are the Categories of Financial Assistance Funding?

The Fund will review applications for FA in two categories: Category I/Small and Emerging CDFI Assistance (SECA) and Category II/Core.

To be eligible to apply through the SECA category, a certified or certifiable CDFI must either:

- Have begun operations on or after January 1, 2011 OR
- Have total assets less than \$5 million (\$10 million for community development credit unions or venture capital funds, or \$250 million for banks)

Any CDFI that requests more than \$700,000 in FA will automatically be evaluated as a Category II/Core CDFI, regardless of age or size.

Category II/Core applicants are all other certified and certifiable CDFIs that meet eligibility requirements.

HFFI-FA is discussed later in this FAQ (*See Section V., "Healthy Foods Financing Initiative"*).



II. THE APPLICATION PROCESS

Key Application Changes in FY2015:

- Small increases in the character limits for answers to questions in the “Purpose” section of the narrative
- Minor changes in the Financial Data tab of the spreadsheet, to reflect non-mandatory fields
- More detail in the instructions and guidance in the spreadsheet
- Reference to “Beneficiaries” instead of “Customers” in the “Products” tab of the spreadsheet, and discussion of “indirect” beneficiaries such as the residents of a housing developer that is the direct recipient of a CDFI loan
- Allowance for an additional two key staff described in the “People” tab
- Language asking TA applicants to include a “justification of expenses” for each section of the application in which they request TA.

What Is the Application Like and How is the Application Submitted?

The application is entirely electronic and must be submitted through grants.gov. There are separate documents for FA applications and TA applications.

The CDFI Fund, along with other government agencies, has transitioned to a new system for awards management, and the “System for Awards Management” (SAM) has replaced the “Central Contractor Registration” (CCR). CDFIs must have an active account with www.SAM.gov to submit applications. Please see <http://cdfifund.gov/docs/2012/cdfi/SAM%20FAQs.pdf> for additional information on SAM.

CDFIs that have previously registered with grants.gov for CDFI Fund applications or to submit other federal applications should verify that their registrations are current and active. CDFIs that have never used the grants.gov interface must register. They should do so NOW, as the NOFA warns that the registration process “can take weeks to complete.” Registration requires a valid and current employer identification number (EIN) and a Dun and Bradstreet Universal Numbering System (DUNS) number. (The grants.gov registration will take longer if the CDFI does not already have a DUNS number.) The CDFI Fund does not have a role in administering or providing technical support for either grants.gov or SAM.

Although the application will not be submitted through myCDFIFund, the CDFI Fund’s internal system, all applicants must have current myCDFIFund accounts so they receive timely communication from the Fund.

What Are the Application Contents?

The CDFI Program Combined Application includes the following components, all uploaded to grants.gov:



- The SF-424 and Applicant Intake Form, fillable PDFs available at grants.gov. These documents collect contact information as well as basic information about the CDFI's market, lines of business, and certification status.
- The Application Excel Workbook appropriate to the program request (FA or TA)
- The Application Narrative Template appropriate to the program request (FA or TA)
- The HFFI-Application Narrative at the end of the FA Application Narrative, for CDFIs requesting HFFI-FA.

The Narrative and Excel Workbook templates are available at <http://www.cdfifund.gov/cdfi>. **Please note that the CDFI Fund has issued an update noting several technical issues in the spreadsheet, at <http://cdfifund.gov/docs/2015/CDFI/FY%202015%20CDFI%20Program%20and%20NACA%20Program%20Excel%20FAQs.pdf>**

In addition, the CDFI must upload:

- Employer Identification Number (EIN) documentation (new applicants only)
- Financial Statements or Call Reports (PDF); FA applicants must submit audited financial statements
- Internal Revenue Service Form 990
- Resumes of Key Staff
- Organizational Chart

FA Applicants must include:

- Policies and Procedures
- Matching Funds Documentation

Submission instructions, including required naming conventions for each attachment, are on the first tab of the respective Application Excel Workbooks.

See the CDFI Fund's webinars on the Narrative and Excel workbook, respectively, at <http://treas.yorkcast.com/webcast/Play/c2e84a6bc3014e8296ed69fb04db4f261d>



and

<http://treas.yorkcast.com/webcast/Play/2b4a0311434643dfa167fff2bd1a45491d>

The specific elements of the application materials are described more fully in *Part IV, "Evaluation of Applications."* CDFIs should be sure to answer all questions fully and completely.

III. FUNDING USES AND MATCH REQUIREMENTS

Key Matching Funds Changes in FY2014:

- Matching funds must be "attributable" to one of the eligible uses of FA
- In-kind contributions are eligible match and will count as grants for match purposes
- A small change in the language around the matching funds window and the amount that must be in-hand or committed at the time of application

Key Funding Uses Changes in FY2015

- The addition of "supplies" as an eligible TA activity
- Funding for "financial services" and "capital reserves" restricted to insured depositories (all CDFIs can request funds for "financial products" and "loan loss reserves" as well as for "development services")

What Are the Matching Funds Requirements?

There are no matching funds required for Technical Assistance Funding.

FA must match each dollar of FA with one dollar of funds from non-federal sources. Matching funds must come from non-federal sources but can come from other government sources (state or local). Matching funds do not have to be used for the same purposes as a CDFI Fund award, though they must be used for a purpose for which FA is eligible.

The CDFI Fund will not consider any FA applicants with no matching funds by the application deadline. See the guidance on Tab 12 of the FA Application Excel Workbook for the specific requirements for documenting match.

The "matching funds window" runs between January 1, 2013 and January 15, 2016, and awardees must have all matching funds in-hand by that date. The CDFI Fund will approve awardees for a maximum award of two times the amount of matching funds in-hand or fully committed at the time of application, up to the award amount limit.



The match must be “comparable in form and value” to the requested FA—matching loan with loan and grant with grant. If a CDFI provides a loan as match the CDFI Fund will make ALL loan awards in the form of a “Standard” loan product of a 13-year loan with semi-annual interest-only payments due in years one through ten, and fully amortizing payments due each year in years 11-13. The loan’s interest rate will be 1.95%. To be eligible as match, a CDFI’s loan from a non-federal source must have a term of at least three years.

In FY2015 for the first time, CDFIs may use in-kind contributions as match. Third party in-kind contributions may be in the form of real property, equipment, supplies, and other expendable property, and the value of goods and services directly benefiting the eligible activities. The CDFI has responsibility for documenting the fair market value of goods and services. The third-party estimate of the value of the goods and services can come from the provider of those services (for example, if a sole practitioner accountant supports a CDFI’s financial products, he or she can document the market value). Note that in-kind matching funds must be attributable to an eligible FA use, just as other matching funds. (See “*Who Can Apply for Financial Assistance and What Can CDFIs Use it For?*” in this section for more detail on eligible uses.)

All CDFIs may use retained earnings to satisfy the match requirements; “retained earnings” is defined generally as an increase in net assets from year to year. There are separate calculations for for-profit, non-profit, and credit union applicants using these funds to meet the match requirements. See the retained earnings guidance and retained earnings calculator on Tabs 15-16 of the FA Application Excel Workbook for additional information.

For more information on matching funds, see the webinar at <http://treas.yorkcast.com/webcast/Play/ae73df2c70ec4c36bd6a9647d02ad39f1d>

For additional information on the use of retained earnings as match, see the webinar at <http://treas.yorkcast.com/webcast/Play/883827cb14544ae7a1ed702430d695f51d>

At this time HFFI-FA applicants are not required to provide match funding. If the final appropriations bill changes that requirement, the Fund will provide HFFI-FA applicants with the opportunity to submit matching funds documentation.

Who Can Apply for Technical Assistance and What Can CDFIs Use It for?

Certifiable CDFIs, Emerging CDFIs, and certified CDFIs meeting certain conditions (see *The Basics: What Kinds of CDFIs Are Eligible to Apply?* In Section I) may apply for up to \$125,000 in Technical Assistance (TA). An organization that applies for TA Funding may NOT submit an application for FA funding or HFFI Funding.



TA Funding can be used for:

- Salaries and fringe benefits
- Professional services (consulting)
- Travel
- Training
- Equipment
- Supplies

CDFIs cannot use TA funding for construction, for fundraising, or for advertising. See Table 4 in the NOFA for definitions and more detail on each activity.

TA grants cannot be expensed prior to the execution of an Assistance Agreement, and generally the CDFI must use all funds and complete all TA activities within 24 months of receipt of the TA funds.

Who Can Apply for Financial Assistance and What Can CDFIs Use it For?

Only certified and certifiable CDFIs may apply for Financial Assistance (FA). A CDFI that applies for FA MAY NOT also apply for TA, either separately or as part of an FA application. The Fund awards FA as loans, grants, equity investments, and credit union shares. Permitted uses of FA include:

- Financial products: loans, equity investments and similar financing activities including the purchase of loans originated by Certified CDFIs and the provision of loan guarantees.
- Financial services (insured depositories only): the provision of checking and savings accounts, certified checks, automated teller machines services, deposit taking, remittances, safe deposit box services, and other similar services.
- Development Services: activities that promote community development and are integral to the CDFI's provision of financial products and financial services.



- Loan loss reserves: FA set aside in the form of cash reserves, or through accounting-based accrual reserves, to cover losses on loans, accounts, and notes receivable made in the applicant's target market
- Capital reserves (insured depositories only): FA set aside as reserves to support the Applicant's ability to leverage other capital, for such purposes as increasing its net assets or serving the financing needs of its Target Market

See Table 3 of the NOFA for additional information on the activities included in each of the eligible uses. For FY2015, each FA use will have an associated indirect cost allocation. The Fund has not yet determined these amounts and will include them in successful applicants' assistance agreements.

CDFIs may use FA funds flexibly in support of their business plans and strategies. Award agreements in recent funding rounds, including the FY2013 and FY2014 awards, included requirements to demonstrate that an amount equal to at least 85% of the total Financial Assistance award amount has been deployed to its Target Market in Financial Products, Financial Services, similar financing activities over the three year reporting period. This "deployment goal" is not the same as requiring an applicant to deploy 85% of its Fund award into financial products and services and is a separate obligation from using the award from eligible uses. The loans and investments may be made from any source, and the CDFI Fund award used for any eligible use in any proportion, so long as the CDFI meets the deployment goal.

IV. EVALUATION OF APPLICATIONS

Key Evaluation Changes in FY2015:

- An applicant must receive at least 50 points in order to be considered for an award

How Will The CDFI Fund Evaluate Applications?

The Fund will score applications in seven categories: Purpose, Products, Policies, People, Partnerships, Performance, and Projections. Each "P" has a corresponding section of the Narrative Template and tab in the Excel Application Workbook. The application will be evaluated on a "holistic" view of the applicant's case that the award will affect both the CDFI and the people and communities it serves. **Please note that the CDFI Fund has issued an update noting several technical issues in the spreadsheet, at <http://cdfifund.gov/docs/2015/CDFI/FY%202015%20CDFI%20Program%20and%20NACA%20Program%20Excel%20FAQs.pdf>**



The FA and TA applications ask for the same general information in each section. In the TA Narrative Template, the final question in each section asks the applicant to describe and justify the TA request related to that part of the application. If a CDFI or emerging CDFI is not requesting TA relevant to that part of its business plan, it does not have to include a response to that question.

An organization can score up to 100 points on the application; the potential points in each section vary according to the type of assistance for which the organization applies, according to the following chart:

| Section | TA Applicants | FA Applicants |
|------------------|---------------|---------------|
| Purpose/Proposal | 15 | 10 |
| Products | 10 | 10 |
| Policies | 10 | 10 |
| People | 15 | 10 |
| Partnerships | 5 | 10 |
| Performance | 30 | 40 |
| Projections | 15 | 10 |

What Information is in Each Section?

Purpose includes a summary of the CDFI's specific situation: its strategic goals and the needs and challenges of its target market, and a description of the way that the CDFI Fund's award would help achieve those goals and serve the target market. This section includes Questions 1.1 and 1.2 (FA and TA) in the Narrative and Tab 4, the Award Request Table, in the Excel Workbook.

Products describes the CDFI's products and services, both financial and development. It includes an analysis of the market demand for the CDFI's products and services, its competition, and its marketing and outreach efforts. This section includes Questions 2.1-2.8 (FA) or 2.1-2.7 (TA) in the Narrative and Tab 5, Products, in the Excel Workbook.

Policies includes the spectrum of a CDFI's existing or proposed policies and procedures for underwriting, risk management, management information systems, and accounting and grants management. This section includes Questions 3.1-3.3 (FA) or 3.1-3.11 (TA) in the Narrative and Tab 6, the "Table of Contents" Policies (FA) or Tab 5, "Product Design" (TA) in the Excel Workbook. However, instead of describing policies in detail in the narrative, the CDFI will upload its policies and procedures and provide reference (by page number) to specific policies in the Excel Workbook.

People highlights the capacity of the staff, board, and other volunteers who execute the CDFI's strategies. CDFIs are limited to including five key staff in this section. There are no Narrative questions with this section in the FA Narrative; there is a



question in the TA narrative only if the TA request is related to building staff and Board capacity. The section includes abbreviated biographies of key staff and of board members, and descriptions of committees, on Tab 7 of the Excel Workbook. CDFIs will also upload resumes of key staff and an organizational chart.

Partnerships includes the CDFI's relationships with its funders and community partners, including its capitalization track record, its coordination with other organizations, and the connections between these partnerships and the information described in the *Purpose* section. This section includes Questions 5.1-5.7 (both FA and TA) in the Narrative and Tab 8, the "Funders Table" in "Partnerships" in the Excel Workbook.

Performance assesses a CDFI's financial health and strength and organizational performance. It includes the CDFI Fund's "Minimum Prudent Standards" for financial performance, and a discussion of the factors that contributed to a CDFI's meeting or not meeting each ration. It also includes the CDFI's own internal financial health and performance management goals. On the organizational performance side, the CDFI will describe its activities and impact. This section includes Questions 6.1-6.8 (both FA and TA) in the Narrative and Tabs 3-Input Sheet and 9, Performance, in the Excel Workbook. The CDFI will also upload its audited financial statements for the last three years and internally generated financials for the most recent quarter. The Fund will also consider the Prior Awards Chart provided in the Applicant Intake Form.

Projections are somewhat self-explanatory—the CDFI's financial and activities projections for the next three years. The narrative portion of this section includes a discussion of the alignment of the projected activity with the *Purpose*, the rationale behind the projections, and the use of the CDFI Fund award in achieving the projections. This section includes Questions 7.1-7.4 (both FA and TA) in the Narrative and Tab 10, Projections, in the Excel Workbook.

How Does the Fund Review and Score Applications?

TA-only, SECA, and Core applications will be ranked and assessed separately.

Applicants in each category will be ranked from highest to lowest. In the case of tied scores, Applicants will be ranked first according to each Performance score followed by the Purpose score. Applicants in contention for awards (those that meet minimum scores) undergo a due diligence analysis that includes analysis of programmatic and financial risk factors including, but not limited to: financial stability; quality of management systems and ability to meet award management standards; history of performance in managing Federal awards (including timeliness of reporting and compliance); reports and findings from audits; and the Applicant's ability to effectively implement Federal requirements. The Fund may consider the institutional and geographic diversity of the applicants in making funding decisions.



What Characteristics Will Competitive Applications Demonstrate?

The CDFI Fund provides some detail about the FY2014 evaluation process and explained strengths and weaknesses in that year's applicant pool. That document may help FY2015 applicants understand application priorities and practices:

<http://cdfifund.gov/docs/2014/CDFI/FY%202014%20CDFI%20Program%20Application%20Evaluation%20Process%20Final.pdf>

Based on OFN's analysis of past awards and longtime review of documentation, successful applicants should, generally:

- Demonstrate sound understanding of their target markets, have developed or proposed appropriate products and services that meet demand in that market, and, in the case of previous awardees, expand the products, volume, or target market; and connect the specific needs of their target markets, backed up with data and context, to their products and services.
- Make a persuasive argument that the Fund's resources will enhance the organization's impact on its target market.
- Be able to track and document impacts and outcomes consistent with the organization's goals and mission.
- Have a Board and staff with the capacity and expertise to manage the organization's financial resources, increase its impact, and fulfill its strategy.
- Meet the Fund's Minimum Prudent Standards for financial performance, or adequately explain deficiencies and plans to correct them; and overall demonstrate sound financial management.
- Outline steps being taken to address the organization's weaknesses, including disclosing and discussing plans to correct any audit findings; and clearly link requests for any TA funding to appropriate goals in the comprehensive business plan.
- Ensure that information in charts is consistent with information in narrative sections, adhere to character limits, and use narratives to supplement rather than repeat information in charts.
- Provide information answering all questions in each section of the application and ensure that all parts of the application are filled completely.
- Be in compliance with Assistance Agreements for previous awards.



What Should Previous Awardees Take into Account?

Prior winners of CDFI Fund awards should be sure to make a strong case for the additional impact that further Fund resources would provide. They should also clearly demonstrate their track record of effectively using CDFI Fund resources.

The Fund will deduct points from a previous awardee's overall score if:

- The Awardee is non-compliant with its Assistance Agreement
- The CDFI failed to make timely loan payments in the 24 months prior to the application deadline
- The CDFI incurred de-obligation of awards in the last 12 months for any reason other than insufficient matching funds

Previous awardees are **ineligible** for funding in this round if:

- they have an undisbursed combined balance of more than 5% of previous Fund awards made in FY2011, FY2012, and FY2013
- reports are not current.
- they are in default of a current assistance agreement, or have defaulted on a CDFI program loan within five years of the application deadline.

What Are Some of the Obligations of Successful Applicants?

Applicants that receive funding will develop Assistance Agreements with the Fund that spell out the approved target market to be served and the performance goals and financial covenants to be met with the award. FA awardees will have a three-year assistance agreement, and TA awardees will have a two-year assistance agreement.

Awardees must also complete institution-level and transaction-level reports, most through the CDFI Fund's online tracking and reporting system. CDFIs must account for and track the use of FA and TA awards, and will likely need to set up separate administrative and accounting controls for which the Fund will provide guidance.

The ["Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"](#) will govern award reporting.



V. HEALTHY FOODS FINANCING INITIATIVE

Key Changes in HFFI-FA for FY2014:

- The NOFA includes criteria for scoring HFFI-FA applications

Who Is Eligible to Apply for HFFI-FA Funding, How Much is Available, and What Can CDFIs Use it For?

Any certified or certifiable CDFI may apply for HFFI-FA. HFFI-FA will be provided as a *supplement* to FA awards, and so only those applicants that have been selected to receive FA awards will be eligible for HFFI-FA. The Fund expects to have a total of \$35 million available. Approximately 20 percent of HFFI-FA funding will be targeted to SECA applicants. Only those applicants that have been selected to receive an FA award will be eligible for HFFI-FA. All applicants, whether competing for FA in the Core or SECA category, may request up to \$5 million in HFFI-FA.

A CDFI must use HFFI-FA for its own activities and may not pass the funds through to other entities, including affiliates or subsidiaries. The Fund may place restrictions on the use of HFFI-FA funding for capital reserves or operations (i.e. it may require that HFFI-FA awards be used primarily for financing).

How Do CDFIs Apply for HFFI-FA?

The HFFI-FA application is part of the FA application. CDFIs applying for HFFI-FA should complete the HFFI-FA Application Narrative Template and the HFFI-FA Matching Funds Breakout in the Application Excel Workbook.

How Will the Fund Evaluate and Score HFFI-FA Applications?

HFFI-FA applicants will be rated and scored separately from FA, based on HFFI-FA questionnaire responses. The HFFI Application has seven sections, for a total of 25 points: HFFI Target Market Profile, Healthy Food Financial Products, Healthy Food Financing Development Services, Projected HFFI-FA Activities, Track Record, Management Capacity for Providing Healthy Food Financing, and Healthy Food Financing Outcomes.

| Sections | Scoring |
|--|-----------|
| H1. HFFI Target Market Profile | 4 points |
| H2. Healthy Food Financial Products | 5 points |
| H3. Healthy Food Development Services | 2 points |
| H4. Projected HFFI-FA Activities | 7 points |
| H5, H6, and H7. HFFI Track Record, Management Capacity for Providing Healthy Food Financing, Healthy Food Financing Outcomes | 7 points |
| Total Points | 25 points |



What are the HFFI-FA Match Requirements?

The matching funds requirement for HFFI-FA applicants was waived in the appropriations bill for FY2014 and final FY2015 appropriations are still pending. HFFI-FA applicants are not required to submit matching funds for their HFFI-FA award request at the time of application. However, the CDFI Fund reserves the right to request matching funds from HFFI-FA applicants if matching funds are not waived in the final FY2015 CDFI Program appropriation.

See the HFFI-FA webinar at

<http://treas.yorkcast.com/webcast/Play/6701f574bdcd42bfa18328276a6297b91d> for more information on the HFFI-FA round and application.

VI. MORE INFORMATION

All of the application materials, supplemental information, and any guidance and updates are available at www.cdfifund.gov/cdfi.

The CDFI Fund has developed separate short webinars for various aspects of the application, including an overview, reviews of the Narrative Template and Application Excel Workbook, details on matching funds, and HFFI. Those webinars are available at

<http://cdfifund.gov/docs/2015/CDFI/FY%202015%20CDFI%20Program%20and%20NACA%20Program%20Pre-Recorded%20Webinars.asp>

The Fund will also hold a number of live webinars for interested applicants.

Registration is not required for these events. A calendar is available at

<http://cdfifund.gov/docs/2015/CDFI/2015%20CDFI%20NACA%20Webinar%20Table.pdf>

For programmatic support, CDFIs should contact the Fund at cdfihelp@cdfi.treas.gov or 202.653.0421; for compliance and certification/recertification support, ccme@cdfi.treas.gov or 202.653.0423; for technical support, ithelpdesk@cdfi.treas.gov or 202.653.0300; for grants.gov technical support, 1.800.518.4726.

For questions on this document or other assistance understanding the CDFI program, contact Cheryl Neas at OFN: 215.320.4309 or cneas@ofn.org.