

CDE Institution Level Report (2004)

I. ORGANIZATIONAL INFORMATION

A. BASIC INFORMATION

Organizational Structure		
Date of Organization's Fiscal Year End		
Street Address		
City		
State		
Zip		
Website Address (if available)		
1 Name of Person Responsible for Completing the ILR		
2 Telephone Number of Person Responsible (including Extension if applicable)		
3 E-mail Address of Person Responsible		
4 Year Organization Began Financing Activities		
5 Year of Organization's Incorporation		

B. ORGANIZATIONAL STRUCTURE / AFFILIATION

6 Select the Institution Structure(s) that Describes the Organization. Select all that Apply.

* Thrift, Bank or Bank Holding Company	
* Credit Union	
* Publicly Traded Company	
* Small Business Investment Company (SBIC)	
* Specialized Small Business Investment Company (SSBIC)	
* Government-Controlled Entity	
* New Market Venture Capital Company	

7 Is the Organization a "Faith-Based" Organization?

8 Did any QLICs Made During the Reporting Period Finance or Provide Services to any Religious Institution(s) or Faith-Based Organization(s)?

9 Has or Does the Organization Intend to Use Any Other Tax Credit Programs in Conjunction With Its NMTC Program Strategy?

* Historic Tax Credit	
* Empowerment Zone, Enterprise Community or Renewal Community Tax Credits	
* Other Federal Tax Credit Program	
-- Name of Other Federal Tax Credit Program (if yes above)	
* State Tax Credit Program	
-- Name of Other State Tax Credit Program (if yes above)	
* Local Tax Credit Program	

CDE Institution Level Report (2004)

I. ORGANIZATIONAL INFORMATION

C. GEOGRAPHIES FINANCED DURING THE REPORTING PERIOD

10 Which of the Following Geographic Areas were Financed by the Allocatee's QEI Proceeds During the Reporting Period?

- * Appalachia
- * Colonias
- * Hot Zones
- * Lower Mississippi Delta
- * Native American Areas
- * Rural Areas
- * Major Urban Area
- * Minor Urban Area

D. HUMAN RESOURCES DEDICATED TO THE ALLOCATEE'S NMTC PROGRAM

Total Staff and Consultant Activity Breakout		Staff and Consultants
11	FTEs Dedicated to Lending/Investing	
12	FTEs Dedicated to FCOS	
13	FTEs Dedicated to Administration and Other Activities	
14	Total FTEs	
15	Consultant/Contractor FTEs	

II. FINANCIAL POSITION

A. LENDING/INVESTING POOL

16 [QEI Distribution Table](#)

Please Check Here to Confirm That the Table Below is Complete

17 [Non-QEI Investment Capital Table](#)

Please Check Here to Confirm That the Table Below is Complete

18 [Investment Capital Summary Table](#)

19 Off-Balance Sheet Resources Committed to the Organization for NMTC-Related Lending/Investing. \$

B. ADDITIONAL FUNDS LEVERAGED BY THE ORGANIZATION

20 Additional Funds the Organization Was Able to Attract Because of Its QEIs. \$

C. QLICI COMMITMENTS

21 Total Financing Committed for QLICIs (Except FCOS) at Reporting Period End \$

D. REPORTING PERIOD SUMMARY FINANCIAL INFORMATION

22 Consolidated Consolidating (Separate entries for each reporting entity)

Please Check Here to Confirm That the Table Below is Complete

[Summary Financial Information](#)

Question Numbers 23 thru 31 can be found in the above table

CDE Institution Level Report (2004)

III. LOAN PURCHASES

Please Check Here to Confirm That the Table Below is Complete

32 [Loan Purchase Table](#)

Sector Breakout for All Loans Purchased During the Reporting Period

Total Amount and Number from the Loan Purchase Table \$ [REDACTED]

Sector Breakout for all Loans Purchased	\$ Paid	# Loans
Real Estate Business	[REDACTED]	[REDACTED]
Non-Real Estate Business	[REDACTED]	[REDACTED]
Other/Unknown Loans	[REDACTED]	[REDACTED]
Totals	[REDACTED]	[REDACTED]

34 Did the Organization Require Each of the CDEs from which it Purchased Loans to Reinvest at least the Designated Percent of the Proceeds (the Percentage Indicated in the Allocation Agreement) of Such Loan Sales in the Form of QLICs? [REDACTED]

IV. FINANCIAL COUNSELING AND OTHER SERVICES (FCOS)

Please Check Here to Confirm That the Table Below is Complete

35 [QEI Used for FCOS Table](#)

FCOS Provided Using QEI Funds	Number of Clients	Hours Provided
Entrepreneurs and Businesses Receiving Group-Based Training	[REDACTED]	[REDACTED]
Entrepreneurs and Businesses Receiving One-on-One Technical Assistance	[REDACTED]	[REDACTED]

38 Amount of Non-QEIs Used for FCOS, If Any \$ [REDACTED]

FCOS Provided Using QEI Funds	Number of Clients	Hours Provided
Entrepreneurs and Businesses Receiving Group-Based Training	[REDACTED]	[REDACTED]
Entrepreneurs and Businesses Receiving One-on-One Technical Assistance	[REDACTED]	[REDACTED]

V. DATA COLLECTION SYSTEMS

41 Loan Portfolio Software	[REDACTED]
Other	[REDACTED]
42 Borrower Characteristics Software	[REDACTED]
Other	[REDACTED]
43 Community Development Impact Software	[REDACTED]
Other	[REDACTED]

VI. CREDIT REPORTING AGENCIES USED

44 Credit Scores	[REDACTED]
45 Reporting Agency	[REDACTED]
* Equifax	[REDACTED]
* Experian	[REDACTED]
* TransUnion	[REDACTED]

VII. SURVEY FEEDBACK

46 How Many Hours Did it Take to Complete the Survey? [REDACTED]

47 Comments [REDACTED]

CDE Institution Level Report (2004)

VIII. IRS COMPLIANCE QUESTIONS

- 1 For each Qualified Equity Investment received during the fiscal year have you notified the investor that their investment qualifies for the New Markets Tax Credit? [REDACTED]
- 2 At any time during the fiscal year did the total dollar amount of QEIs received exceed the amount of the NMTC allocation awarded by the CDFI Fund? [REDACTED]
- a. If yes, what was the amount of QEIs received that exceeded the amount authorized in the Allocation Agreement? \$ [REDACTED]
- 3 During the fiscal year did a recapture event, as described in 26 CFR §1.45D-1T(e)(2) occur? [REDACTED]
- Please Check Here to Confirm That the Table Below is Complete
- a. [If yes, complete the following chart for each QEI subject to recapture.](#)
- 4 For QLICIs made during the fiscal year, was each QLICI made within 12 months of originally receiving the QEI? [REDACTED]
- a. If no, what was the aggregate dollar amount of QLICIs not made within the required timeframe? \$ [REDACTED]
- b. If Not Applicable Include Explanation in Question 11 Narrative Box
- 5 Did you receive any principal repayments on a QLICI (equity or debt), for which these amounts were not reinvested within the timeframe required by IRS regulations? [REDACTED]
- a. If yes, what was the aggregate dollar amount of QLICI repayments not reinvested within the required timeframe? \$ [REDACTED]
- 6 For any QLICIs that you made during the fiscal year to Qualified Active Low-Income Community Businesses, did the businesses qualify as QALICBs (per 26 CFR §1.45D-1T(d)(4)) at the time of the initial investment? [REDACTED]
- a. If NO, please describe below.
[REDACTED]
- 7 If you invested in or lent to other CDEs, did you ensure that these entities:
- a. Were in fact certified as CDEs by the CDFI Fund? [REDACTED]
- b. Invested the funds received into eligible QALICBs? [REDACTED]
- 8 If you purchased loans from other CDEs, did those loans meet the loan purchasing criteria (per 26 CFR §1.45D-1T(d)(1)(ii))? [REDACTED]
- 9 Did you establish reserves in accordance with 26 CFR §1.45D-1T(d)(3)? [REDACTED]
- a. If yes, what was the aggregate amount of reserves established? \$ [REDACTED]
- 10 Did you use the direct tracing or safe harbor method for determining substantially all? [REDACTED]
- Please Check Here to Confirm That the Table Below is Complete
- [IRS Question 10 Table](#)
- 11 Please use the narrative box below to provide any further information regarding your responses to Question 1-10 of this IRS compliance survey:
[REDACTED]

CDE Institution Level Report (2004)

CERTIFICATION STATEMENT - CIIS DATA SUBMISSION

Prior to the Fund accepting the data submitted by an organization, the user must certify, on behalf of the organization, to the following:

CIIS DATA SUBMISSION

- 1 The person(s) entering the data and making these certifications has been authorized, by the organization for which the data is input, to enter the data and make the certifications.
- 2 The institution-level and transaction-level data to be submitted to the CDFI Fund through CIIS is true, accurate, and complete, and accurately represents the activities and/or performance of the organization for which data is input.

ASSURANCES

- 3 If the organization received a 2003 Native American Technical Assistance (NATA) or Native American CDFI Development (NACD) award, then 50 percent or more of the Awardee's or the Awardee's Partner's activities primarily serve Native American, Alaska Native and/or Native Hawaiian communities.
- 4 If the organization has received an award from the CDFI Fund, none of the proceeds of said award has been used to engage in the lobbying of the Federal Government or in litigation against the United States unless authorized under existing law.
- 5 As applicable, the organization maintains its existence as an Insured Credit Union, an Insured Depository Institution, or a Depository Institution Holding Company, as defined by the Appropriate Federal Banking Agency.

CDFI/CDE CERTIFICATION

- 6 If the organization is a certified CDFI, the organization continues to meet the eligibility requirements for certification as a CDFI.
- 7 If the organization is a certified CDE, the organization continues to meet the eligibility requirements for certification as a CDE. The term "Organization" shall include the Allocatee and all of its subsidiary Allocatees, if applicable.
- 8 If the organization is unable to comply with all applicable assurances and certifications, the organization must advise the Fund as such in writing in reasonable detail. Such correspondence should be addressed to the Fund's Grants Management and Compliance Manager at gmc@cdfi.treas.gov.

Check Here if You Agree With the Above Statements



Is Your Institution Level Report Complete?

Is Your Transaction Level Report Complete?

Has Your Financial Statement been Submitted?

CDE Institution Level Report (2004)

16 QEI Distribution Table

Award Control Number	QEI Identifier	Date QEI Issued	Amount of QEI at Original Issue	QLICI USAGE(\$\$)				Other Eligible Usages			Original Term of QEI (months)
				QALICB Loans and Investments	Loans and Investments in Other CDEs	Loan Purchases from Other CDEs	FCOS	Operations	Reserves for Additional Investments in Existing QLICIs	Reserves for Loan Losses	

CDE Institution Level Report (2004)

17 Non-QEI Investment Capital Table

Source of Capital	Type of Capital	Amount	Interest Rate	Remaining Term (in months)

CDE Institution Level Report (2004)

18 Investment Capital Summary Table

Type of Capital	Amount	Percentage of Total Capital	Weighted Average Interest Rate of Debt	Weighted Average Term (months) for Debt

CDE Institution Level Report (2004)

22 Summary Financial Information

Allocatee / Sub-Allocatee	Entry Complete

Allocatee / Sub-Allocatee:

Balance Sheet

22 a. Non-QEI Reserves for Loan Losses - Cash	\$	
b. Accrual	\$	
23 Total Assets	\$	
24 Deposits	\$	
25 Total Liabilities	\$	
26 Shareholders Equity, Net Assets or Net Worth	\$	

CDE Institution Level Report (2004)

Income and Expenses

27 Non-QEI Contributions for Operating Expenses Table

Type of Contributor	Amount

28 Total Earned Income	\$	
29 Total Income	\$	
30 Total Expenses	\$	
31 Estimated Value of Any Additional Expenses, if any, Related to your NMTC Strategy which are not Included in your Income and Expense	\$	

CDE Institution Level Report (2004)

32 Loan Purchase Table

Purchase #	Purchase Date	Seller Organization	Total \$ Paid	Total # Loans	Presale Book Value

CDE Institution Level Report (2004)

32 Loan Purchases (Source of Funds) Table

Purchase #	Purchase Date	Seller Organization	Total # Loans	Presale Book Value

Source of Funds	Loan Purchases from Other CDEs	Actual \$ Paid

CDE Institution Level Report (2004)

35 QEIs used for FCOS Table

QEI	Amount Set Aside for FCOS	Amount Used for FCOS During Reporting Period

CDE Institution Level Report (2004)

IRS 3 Recapture Event Table

QEI	Date Recapture was Triggered	Reason for Recapture	Amount Subject to Recapture	Did you Inform the Appropriate Investors of the Recapture Event?

CDE Institution Level Report (2004)

IRS 10 Substantially All Methodology Table

Name of the CDE	Substantially All Methodology Used

CDE Institution Level Report (2004)

Notes

Question No.	User	Date	Note
-----------------	------	------	------
