



# Creating Affiliate Records in AMIS

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Office of Certification Policy and Evaluation (OCPE)

COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS FUND

[www.cdfifund.gov](http://www.cdfifund.gov)

# Resources



- Full guidance on Organization Board Records found under Step 2: Apply at [www.cdfifund.gov/cdficert](http://www.cdfifund.gov/cdficert).

# Entities Relevant to CDFI Certification Review



- How you define the relationship between your Applicant organization and its Affiliates as it pertains to CDFI Certification
- Two ways an Affiliate may be relevant to your CDFI Certification Application:
  - Relevant to Primary Mission
  - Subject to Collective Review

# Presentation Structure



**Creating an Affiliate Record**



**Completing Entity Relevance to Certification Review Section of Affiliate Record**



**Changing Relevance to Certification Review Form Status for Submission**



**Modifying Relevance to Certification Review Form**

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