



# CDFI Rapid Response Program (CDFI RRP) Pre-Application Overview Presentation

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February 18, 2021

COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS FUND

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

# Topics We Won't Be Covering Today...



- Instructions on how to enter data into an Application in the CDFI Fund's Award Management Information System (AMIS).
- Questions about the CDFI/NACA Financial Assistance (FA) or Technical Assistance (TA) open Applications.
- Questions about the CDFI RRP Application.

# 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:
  - CDFI Program and Native American CDFI Assistance (NACA) Program
  - Bank Enterprise Award (BEA) Program
  - New Markets Tax Credit (NMTC) Program
  - CDFI Bond Guarantee Program (BGP)
  - Capital Magnet Fund (CMF)
  - Small Dollar Loan Program (SDLP)
  - Economic Mobility Corps (EMC)
  - CDFI Rapid Response Program (CDFI RRP)

# CDFI RRP Overview



- The Consolidated Appropriations Act, 2021 (Section 523 of Division N; Pub. L. No. 116-260) provides \$1.25 billion in supplemental appropriations for the CDFI Fund to provide grants to CDFIs to “support, prepare for, and respond to the economic impact” of the COVID-19 pandemic. Of this, a minimum of \$25 million must be awarded to benefit Native Communities.
- The CDFI Rapid Response Program (CDFI RRP) is designed to quickly deploy this capital to Certified CDFIs through a streamlined application and review process to provide Certified CDFIs with resources to help counter the economic impacts of COVID-19 in distressed and underserved communities.
- The CDFI RRP application will focus on targeted financial data and information.

# Framing the Application Process



## \*Today's Agenda



- Applicants should review all Application Materials on the CDFI RRP website as the material becomes available.

# Getting Started



- Obtain an Employer Identification Number (EIN) and Dun & Bradstreet (DUNS) number.
- Register and/or update your accounts in the following 3 systems:
  1. System for Award Management (SAM.gov)
  2. Grants.gov
  3. AMIS

# EIN and DUNS Number



- An Applicant should ensure the accuracy and uniformity of its EIN and DUNS number across its SAM.gov and AMIS accounts.
- The CDFI Fund will reject an Application submitted with the EIN or DUNS of a parent or affiliate organization.
- Additionally, the EIN and DUNS in an Applicant's AMIS account must match the EIN and DUNS in an Applicant's SAM.gov account.
- The CDFI Fund reserves the right to reject an Application if the EIN and DUNS number in an Applicant's AMIS account do not match the EIN and DUNS number 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 their SF-424 through Grants.gov by the deadline established 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 their SF-424 through Grants.gov by the deadline established in the NOFA.
  - *Note:* If the SF-424 is not successfully accepted in Grants.gov by the deadline listed in the CDFI RRP 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 CDFI RRP 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 (cont.)



- The SF-424 must be submitted under the correct Program Funding Opportunity Number:
  - The CDFI RRP Funding Opportunity Number is: CDFI-2021-RRP.
  - **NOTE:** The CDFI Fund has other Funding Opportunity Numbers currently open for its CDFI FA/TA Programs and NACA FA/TA Programs.
  - A separate SF-424 must be submitted for **EACH** Funding Opportunity that a CDFI is applying for.
  - Applicants that fail to submit an SF-424 under the correct Program Funding Opportunity Number for CDFI RRP will be deemed ineligible for CDFI RRP.

### 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.
- ALL Applicants must enter their EIN and DUNS number in AMIS by the deadline in the NOFA.
- 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.

# Review



- **True or False?** The CDFI Fund maintains and runs the SAM.gov and Grants.gov systems.
- **True or False?** All CDFI RRP 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?** The CDFI Fund will reject Applications that are submitted with the EIN or DUNS of a parent or affiliate organization.
- **True or False?** A CDFI RRP Applicant must submit its SF-424 under the correct Funding Opportunity Number for CDFI RRP.

# Questions and Answers



...for participating in today's workshop!