



FY 2022 CDFI Program & NACA Program Matching Funds Webinar

Presented By

CDFI Program & NACA Program Team

COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS FUND

www.cdfifund.gov

Topics We Won't Be Covering Today...



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

Agenda



CDFI Fund Overview and FY 2022 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

Matching Funds Requirements



- Matching Funds are required for all CDFI Program Core Applicants (except Native American CDFIs) at the time of application, for Base-FA, PPC-FA, and DF-FA Applicants.
- 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, 2020 to January 15, 2023.
- Matching Funds received between January 1, 2020 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, a Recipient must provide the CDFI Fund with evidence of the receipt of In-Hand Matching Funds by January 31, 2023.

Matching Funds Requirements



- The Matching Funds requirement for SECA FA and HFFI-FA Applicants was waived in the final FY 2021 CDFI Program and NACA Program appropriations but final FY 2022 appropriations are still pending.
- 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.
- SECA FA and HFFI-FA Applicants as well as Native CDFI Applicants are therefore 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 2022 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 in the CDFI Program NOFA and/or NACA 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 to be used 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	1.39% 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 considered as In-Hand once confirmed by audited financial statements or call reports.

Matching Funds Documentation



- The CDFI Fund no longer requires Applicants and Recipients to provide documentation of Matching Funds at the time of Application (e.g. grant agreements, copies of checks, etc.) for Matching Funds in the type of loans and grants (including in-kind Contributions).
- However, Applicants and Recipients that use retained earnings, shares/deposits, Equity Investments, or secondary capital as Matching Funds must provide documentation at the time of Application.
- 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 are required to submit a completed Retained Earnings Calculator Excel Workbook as an attachment to their Application.

Matching Funds Section in AMIS



- The following information is required for each Matching Funds source:
 - Provider Name;
 - Status (In-Hand or Committed);
 - Form of Matching Funds;
 - Contact Name;
 - Contact Information;
 - Amount;
 - Date of Receipt; and
 - Associated Eligible FA Activity.
- 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 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 2022 CDFI Program and NACA Program NOFA and FY 2022 Matching Funds Guidance for acceptable forms of Matching Funds documentation.**
- The CDFI Fund reserves the right to audit FY 2022 FA Recipients' Matching Funds documentation in order 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.

Reminder of Important Deadlines



Description	Deadline	Time Eastern Time (ET)	Submission Method
Last day to create AMIS Account (New Applicants)	March 14, 2022	11:59 p.m. ET	AMIS
Last day to enter EIN and DUNS numbers in AMIS (all Applicants)	March 14, 2022	11:59 p.m. ET	AMIS
Last day to submit SF-424 (Application for Federal Assistance)	March 14, 2022	11:59 p.m. ET	Electronically via Grants.gov
Last day for SECA-eligible Applicants who wish to request FA Awards greater than \$700,000 to do so (FA, SECA-eligible Applicants ONLY)	March 14, 2022	11:59 p.m. ET	Service Request via AMIS
Last day to contact CDFI Program or NACA Program staff	April 8, 2022	5:00 p.m. ET	Service Request via AMIS (fastest) CDFI Fund Helpdesk: 202-653-0421
Last day to contact AMIS-IT Help Desk (regarding AMIS technical problems only)	April 12, 2022	5:00 p.m. ET	Service Request via AMIS (fastest), 202-653-0422, or AMIS@cfdi.treas.gov
Last day to submit CDFI Program or NACA Program Application for FA <u>or</u> TA	April 12, 2022	11:59 p.m. ET	AMIS

Contact Information for Applicants



- **CDFI/NACA Program and Application Support:**

Please Submit an AMIS Service Request or e-mail cdfihelp@cdfi.treas.gov.

- **Certification or Compliance Monitoring and Evaluation Support:**

Submit an AMIS Service Request or e-mail ccme@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 www.fsd.gov or call 1-866-606-8220.

Application Materials



- Additional information and all Application Materials for the FY 2022 CDFI Program can be found on the CDFI Fund's website here:
<https://www.cdfifund.gov/programs-training/Programs/cdfi-program/Pages/apply-step.aspx#step2>
- Additional information and all Application Materials for the FY 2022 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>

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!