



# CDFI Equitable Recovery Program (CDFI ERP)

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## Application Overview

COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS FUND (CDFI FUND)

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

Note: A revised version of this presentation was released on July 15, 2022. New or substantially revised text is in red.

# Agenda



## About the CDFI Fund

FY 2022 CDFI ERP Overview

Preparing your Application

Completing the Application

Application Submission, Review and Selection Process

Uses of Award, Reporting, and Reminders

Note: Capitalized terms not defined herein shall have the meaning specified in the CDFI Equitable Recovery Program Notice of Funds Availability (NOFA).

# CDFI Fund Overview



## OUR MISSION

The CDFI Fund's mission is to expand economic opportunity for underserved people and communities by supporting the growth and capacity of a national network of community development lenders, investors, and financial service providers.

# CDFI Fund Overview



## OUR VISION

The vision of the CDFI Fund is an America in which all people and communities have access to the investment capital and financial services they need to prosper.

# The CDFI Fund's Programs



The CDFI Fund supports investments in low-income communities through our assistance programs

- Bank Enterprise Award Program (BEA Program)
- Capital Magnet Fund (CMF)
- CDFI Bond Guarantee Program (BG Program)
- Community Development Financial Institutions Program (CDFI Program)
- Native Initiatives and Native American CDFI Assistance Program (NACA Program)
- New Markets Tax Credit Program (NMTC Program)
- Small Dollar Loan Program (SDL Program)
- Economic Mobility Corps (EMC)
- CDFI Rapid Response Program (CDFI RRP)
- CDFI Equitable Recovery Program (CDFI ERP)

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# CDFI Equitable Recovery Program (CFDI ERP)



The Consolidated Appropriations Act, 2021 (Section 523 of Division N; Pub. L. No. 116-260) provided \$1.75 billion in supplemental appropriations to remain available until expended for the Community Development Financial Institutions Fund (CDFI Fund) to provide grants to CDFIs to respond to the economic impact of the COVID–19 pandemic. Awards will be made to CDFIs to:

- expand lending, grant making, and investment activity in Low- or Moderate-Income communities and to borrowers, including minorities, that have significant unmet capital or financial services needs and were disproportionately impacted by the COVID-19 pandemic; and
- enable CDFIs to build organizational capacity and acquire technology, staff, and other tools necessary to accomplish the activities under a CDFI ERP Award.

# Eligibility for CDFI ERP Awards



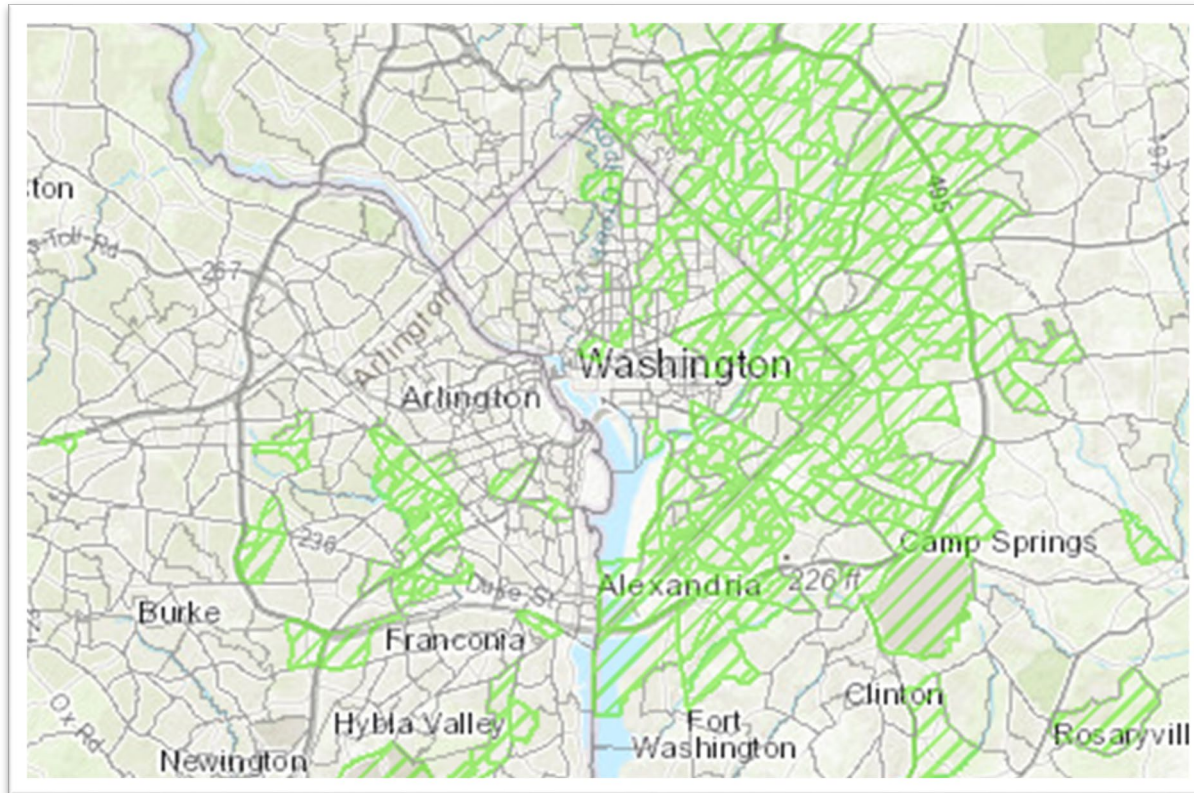
Organizations eligible to apply for a CDFI ERP Award are Community Development Financial Institutions (CDFIs) that:

- Are Certified as CDFIs by the CDFI Fund as of the date the CDFI ERP Notice of Funds Availability (NOFA) is published in the Federal Register (June 24, 2022);
- Have at least 30% of their average annual Financial Products closed and Grants made in its five most recent historic fiscal years, both in terms of dollar volume and number of transactions, in ERP-Eligible Geographies;
- Meet the criteria outlined in Table 3 of the NOFA;
- Are in compliance with all outstanding CDFI Fund awards, allocations, or CDFI Bond Guarantee Program requirements; and
- Meet benchmarks for programmatic/financial safety and soundness, and minimum thresholds of financial health and financial capacity, as evidenced by at least two years of audited financial statements.

**Note:** Affiliated CDFIs (as defined in the NOFA) may not apply separately under the CDFI ERP. Only one Affiliate must be selected to apply.



# ERP-Eligible Geographies



The above image is an excerpt from the CDFI Fund Information Mapping System (CIMS) database which displays the Washington, DC metro area. The areas highlighted in green are ERP-Eligible Census Tracts. Information is available in CIMS for the entire United States and U.S. Territories and can be searched by address and census tract.

# CDFI ERP Overview: Award Information



<b>Award Form</b>	<ul style="list-style-type: none"><li>• All Awards will be in the form of a <u>grant</u>.</li></ul>
<b>Award Amount</b>	<ul style="list-style-type: none"><li>• Minimum \$500,000.</li><li>• Maximum \$15,000,000 or three times the Applicant's average on-balance sheet Financial Products closed in its five most recent historic fiscal years, whichever is less.</li><li>• If three times the average on-balance sheet Financial Products closed in its five most recent historic fiscal years is less than \$500,000, the maximum award an organization is eligible to request is a \$500,000 Award.</li><li>• All Applicants must deploy their full Award amount during the five-year Period of Performance.</li></ul>

# CDFI ERP Overview: Eligible Activities



Applicants must use an Award only for the following Eligible Activities:

➤ **Six (6) eligible financial products and services categories:**

- Financial Products – All Institution Types
- Financial Services – Regulated Institutions only
- Development Services – All Institution Types
- Grants – All Institution Types
- Loan Loss Reserves – All Institution Types
- Capital Reserves – Regulated Institutions only

➤ **Seven (7) eligible operational support categories:**

- Compensation – Personal Services
- Compensation – Fringe Benefits
- Professional Service Costs
- Travel Costs
- Training and Education Costs
- Equipment
- Supplies

# CDFI ERP Overview: Award Limitations



There are limitations on what portion of the CDFI ERP Award may be used for certain categories of eligible activities:

- For any Award size, no more than 25% of the Award amount may be used for Financial Services and Development Services combined.
- A Recipient may use up to the greater of \$166,667 or 15% of the Award amount (not to exceed \$400,000) for eligible activities in all operational support categories combined.
- Recipients must use 90% of Award dollars for activities in ERP-Eligible Geographies. Any Award funds deployed outside of ERP-Eligible Geographies must serve Low- or Moderate-Income persons or businesses disproportionately impacted by the COVID-19 pandemic that are included in CDFI Eligible Markets.

# CDFI ERP Overview: Eligible Lines of Business



The Award may be used for the following lines of business:

- Commercial Real Estate
- Small Businesses
- Microenterprise
- Community Facilities
- Affordable Housing
- Consumer Financial Products
- Consumer Financial Services
- Commercial Financial Products
- Commercial Financial Services
- Intermediary Lending to Non-Profits and CDFIs
- Other lines of business as deemed appropriate by the CDFI Fund

# Critical Deadlines for Applicants



Description	Deadline	Time Eastern Time (ET)	Submission Method
Last day to enter EIN and UEI numbers in AMIS	August 18, 2022	11:59 p.m. ET	• AMIS
Last day to submit SF-424 Mandatory (Application for Federal Assistance)	August 18, 2022	11:59 p.m. ET	• Electronically via Grants.gov
Last day to contact CDFI Fund with questions about CDFI ERP	September 20, 2022	5:00 p.m. ET	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email: <a href="mailto:erp@cdfi.treas.gov">erp@cdfi.treas.gov</a></li> </ul>
Last day to contact CDFI Fund with questions about Compliance or CDFI Certification	September 20, 2022	5:00 p.m. ET	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email: <a href="mailto:ccme@cdfi.treas.gov">ccme@cdfi.treas.gov</a></li> <li>• Phone: 202-653-0423</li> </ul>
Last day to contact AMIS-IT Help Desk (regarding AMIS technical problems only)	September 22, 2022	5:00 p.m. ET	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email: <a href="mailto:AMIS@cdfi.treas.gov">AMIS@cdfi.treas.gov</a></li> <li>• Phone: 202-653-0422</li> </ul>
Last day to submit CDFI ERP Application	September 22, 2022	11:59 p.m. ET	• AMIS

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# Application Process Overview



## Pre-Application

- ☐ SAM.gov
- ☐ Grants.gov
- ☐ AMIS Account (UEI & EIN)

## Application Components

- ☐ SF-424 (Grants.gov)
- ☐ AMIS Application (AMIS)
- ☐ Attachments (AMIS)

## Review

- ☐ Step 1: Eligibility
- ☐ Step 2: Financial Analysis & Compliance Risk Evaluation
- ☐ Step 3: Application Evaluation & Initial Funding Recommendation
- ☐ Step 4: Award Amount Determination

**Applicants should review all Application Materials on the CDFI ERP website as they become available.**



# Getting Started



1st

- Read the CDFI Equitable Recovery Program NOFA

2nd

- Register and/or update your accounts in the following systems:
  - System for Award Management (SAM.gov)
  - Grants.gov
  - AMIS

3rd

- Download and familiarize yourself with the Application Materials found on the CDFI ERP website

# SAM.gov (System for Award Management)



- Existing SAM.gov users should ensure that their account is active and up-to-date.
- The CDFI Fund will not consider an Application from an organization that fails to register or activate its SAM.gov account and, as a result, is unable to submit its SF-424 through Grants.gov and have it validated by Grants.gov by **August 18, 2022**, by 11:59 p.m. ET.
- The CDFI Fund does not maintain SAM.gov. Contact the Federal Service Desk at 1-866-606-8220 for technical assistance or visit [www.fsd.gov](http://www.fsd.gov)

# UEI and EIN



- ✓ Ensure that the named CDFI ERP Applicant has a current and valid Unique Entity Identifier (UEI).
- ✓ Ensure that the named CDFI ERP Applicant has a current and valid Employer Identification Number (EIN).
- ✓ Ensure that the Applicant's UEI number and EIN are entered accurately in Grants.gov and AMIS. Applications submitted with the UEI or EIN of a parent or affiliate organization will be rejected.
- ✓ Applicants are encouraged to start the process now and well before the Application due date.



- **Only the SF-424 will be submitted via Grants.gov.**
- All Applicants **MUST** submit their SF-424 through Grants.gov and have it validated by **August 18, 2022**, by 11:59 p.m. ET under the Funding Opportunity Number CDFI-2022-ERP.

*Note:* If the Applicant does not submit a valid SF-424 through Grants.gov by the deadline listed in the CDFI ERP NOFA, the Applicant will be unable to submit materials in AMIS and the Application will be deemed ineligible.

- New Grants.gov users should complete the registration process as soon as possible. If the amount 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. Contact Grants.gov at 1-800-518-4726 or email [support@grants.gov](mailto:support@grants.gov) for technical assistance.

# Awards Management Information System (AMIS)



- Other than the SF-424, each Applicant must submit all other required Application materials via AMIS.
- Additionally, Applicants must enter their EIN and UEI number in AMIS by **August 18, 2022** by 11:59 p.m. ET.
- An Applicant is required to designate at least one Authorized Representative and Point of Contact in its AMIS account (Authorized Representatives cannot be a consultant or other contractor). The contacts (POC/AR) must also be identified as "Active" in AMIS.
- 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.

# Awards Management Information System (AMIS)



- Applicants should review Table 4 of the CDFI ERP NOFA for a list of required Application documents that must be submitted via AMIS.
- AMIS will validate that an Applicant has provided each required Application document prior to the submission of the Application.
- Applicants should allow for sufficient time to review and complete all required Application documents, confirm all attachments are being included with the correct documents, and remedy any validation issues prior to the Application deadline.
- Upon submission, the Application will be locked in AMIS and cannot be resubmitted, edited, or modified in any way.

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# CDFI ERP Pre-Application Eligibility Questionnaire



Prior to launching a CDFI ERP Application, you will be required to complete the CDFI ERP Pre-Application Eligibility Questionnaire:

1. Attest that at least 30% of your average annual Financial Products closed and Grants made in your five most recent historic\* fiscal years, both in terms of dollar volume and number of transactions, were in ERP-Eligible Geographies.
2. Attest that you have audited financial statements for your two most recent historic\* fiscal years.

\* "Historic" defined in the CDFI ERP NOFA and Application Materials. If the audit for the Applicant's most recent historic fiscal year is will not be complete as of the due date of the AMIS Application, the Applicant must have audited financial statements for its two historic fiscal years prior to the most recent historic fiscal year. A Regulated Institution that files call reports to its regulator is exempt from the requirement to have audits.



# Required Application Sections in AMIS



**Applicant Eligibility**

**Organization and Application Information**

**Part 1: Business Strategy**

**Part 2: Community Impact**

**Part 3: Organization Capacity**

**Appendices**

**Attachments**

# Applicant Eligibility



**This section includes:**

**Applicant Eligibility  
Data Table**

**Applicant Eligibility  
Criteria**

The requested information will substantiate the attestations made in the Pre-Application Eligibility Questionnaire.

# Tips for Completing the Applicant Eligibility Data Table



To complete the Applicant Eligibility Data Table, you will need to determine which of your transactions made in your five most recent historic fiscal years were located in ERP-Eligible Geographies:

- The term “ERP-Eligible Geographies” is defined in the FY 2022 CDFI ERP NOFA.
- View the list of ERP-Eligible Geographies on the CDFI Fund’s website at [www.cdfifund.gov/erp](http://www.cdfifund.gov/erp).
- View the ERP-Eligible Geographies by clicking on the ERP button on the CDFI Fund Information Mapping System (CIMS) page of the CDFI Fund’s website at [www.cdfifund.gov/cims3](http://www.cdfifund.gov/cims3).
- Utilize the “Applicant Eligibility” worksheet in the CDFI ERP Data Inputs Excel Workbook, available on the CDFI Fund’s website at [www.cdfifund.gov/erp](http://www.cdfifund.gov/erp), to gather all required eligibility data offline before entering it into AMIS.

# Tips for Completing the Applicant Eligibility Data Table (Cont.)



- In addition to the census tracts lists on the CDFI Fund's website, all Native Areas are also ERP-Eligible Geographies. As Native Areas often cross census tract boundaries, those geographies are not covered by the Excel file on the CDFI ERP page, but they are available in CIMS.
- Applicants can determine whether an individual address is located in an ERP-Eligible Geography using the ERP page in CIMS.
- If Applicants need to determine census tract numbers for a large volume of addresses, they can use the Bulk Address Geocoding tool in AMIS, which is located under the TLR Import/Export Certify page.
  - The CDFI Fund will release additional guidance on using this bulk geocoding functionality on the website soon.
  - After using the Bulk Address Geocoding tool to determine census tracts associated with certain addresses, Applicants will need to cross reference these census tracts with the ERP-Eligible Geographies Excel file on the CDFI ERP website.
  - The bulk geocoder only determines census tracts for addresses. It can't be used to determine if specific addresses are located in Native Areas.

# Organization and Application Information



This Section includes Application Questions 1-6 and 1 Related Appendix:

1. Organization Information
2. Award Request
3. Accountability and Financing Track Record to Minority Individuals and Minority Communities
4. Application Contacts
5. Total Estimated Hours to Complete the Application
6. Executive Summary

## Appendix 1: Accountability and Financing Track Record to Minority Individuals and Minority Communities

- Table A: Board and Executive Staff Information
- Table B: Financing Activity

# Tips for Completing the Organization and Application Information Section



- Information collected is mostly administrative in nature.
- Responses to questions in this section do not affect the scoring or evaluation of your application.
- Question 3 and Appendix 1 collect data necessary for reporting to Congress on the nature of CDFIs applying for and receiving Awards under the program. It does not impact Application scoring or evaluation in any way.
- Utilize the “Table B” worksheet in the CDFI ERP Data Inputs Excel Workbook, available on the CDFI Fund’s website, to gather all required data offline before entering it into AMIS.

# Part 1: Business Strategy



This Section includes Application Questions 7-10 and 1 Related Appendix:

7. Assessment of the Economic Impact(s) of the COVID-19 Pandemic
8. Eligible Activities
9. Implementation Plan
10. Projected Performance

## Appendix 2: CDFI ERP Projected Performance

- Table C: CDFI ERP Projected Performance Table

# Tips for Completing the Business Strategy Section



- Information requested relates to your planned use of a CDFI ERP Award, primarily in the form of narrative responses.
- Responses to questions in this section will be scored.
- Read each question carefully. Ensure your narrative response addresses all parts of the question.
- As appropriate and available, provide quantitative and qualitative data to support your responses.
- To have a favorable evaluation, you must articulate a strong, coherent strategy for using a CDFI ERP Award to address the economic impacts of the COVID-19 pandemic and the needs of the populations and geographies you intend to serve.



## Part 2: Community Impact



This Section includes Application Questions 11-13 and 1 Related Appendix:

11. Track Record of Responding to Community Needs
12. CDFI ERP Policy Priorities
13. Outcomes, Tracking and Reporting

### Appendix 3: Community Impact Tables

- Table D: CDFI ERP Track Record Table
- Table E: Projected Increase in Activities in ERP-Eligible Geographies

# Tips for Completing the Community Impact Section



- Information requested relates to your historic and projected community impacts, and is requested in the form of checkbox selections, data inputs and short narrative responses.
- Responses to questions in this section will be scored.
- Utilize the “Table D” worksheet in the CDFI ERP Data Inputs Excel Workbook, available on the CDFI Fund’s website, to gather the five years of required track record data offline before entering it into AMIS.
- Select only one of the five possible CDFI ERP policy priorities. If you do not select a policy priority, or if you attempt to select more than one policy priority, you will receive an error message in AMIS and will not be able to submit your Application. If you are selected to receive an Award, the policy priority you select will become a condition of your Assistance Agreement in the form of a Performance Goal.
- Table E will appear in your AMIS Application only if you select the policy priority to increase lending in ERP-Eligible Geographies.

# Part 3: Organization Capacity



This Section includes Application Questions 14-16 and 4 Related Appendices:

- 14. Key Personnel
- 15. Previous Awards
- 16. Financial Information and Compliance Risk Evaluation

**Appendix 4: Key Personnel**

**Appendix 5: Previous CDFI Fund Awards**

**Appendix 6: Application Financial Data Inputs**

**Appendix 7: Compliance Evaluation Questions**

# Tips for Completing the Organization Capacity Section



- Information requested relates to your organizational capacity to carry out your proposed activities under a CDFI ERP Award.
- Responses to questions in this section will be scored.
- If you plan to expand your staff in order to support your implementation plan, attach a prospective organizational chart that reflects the increased staffing necessary to accomplish the projected level of activities outlined in your Application.
- Utilize the Application Financial Data Inputs Excel Workbook, available on the CDFI Fund's website, to gather all required financial data offline before entering it into Appendix 6 in AMIS.

# Forms and Certifications



Environmental Review  
Form

Assurances and  
Certifications

501(c)(4) Questionnaire  
(if applicable)

## Appendix 8: Forms and Certifications

# Required Attachments to the Application



Required Application Attachments	Applicant Type
Audited Financial Statements* for the Applicant's two most recent historic fiscal years. <i>If the audit for the Applicant's most recent historic fiscal year is not complete as of the due date of the AMIS Application, the Applicant must attach audited financial statements for its two historic fiscal years prior to the most recent historic fiscal year.</i>	Loan funds, venture capital funds, and other Non-Regulated Institutions
Management Letter for the Applicant's most recent historic fiscal year or a Statement in Lieu of Management Letter. See Table 4 of the FY 2022 ERP NOFA for a full description.	Loan funds, venture capital funds, and other Non-Regulated Institutions
Current Year to Date – 3/31/2022 unaudited financial statements	Loan funds, venture capital funds, and other Non-Regulated Institutions
Year-end Call reports for Applicant's three most recent historic fiscal years prior to the publication date of the FY 2022 ERP NOFA (for additional guidance see FAQ).	Regulated Institutions
A current organizational chart outlining the Applicant's structure and staffing, as well as an updated, prospective organizational chart, if the Applicant plans to add staff resources to accomplish the activities under a CDFI ERP Award.	All Applicants

\*Note: Financial statements should only be for the CDFI Applicant. If Applicant's financial statements are consolidated with other entities, also attach the unconsolidated versions or note where in the audit the unconsolidated financials are located.

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# Application Submission



The CDFI Fund has a two-step process that requires the submission of Application documents on separate deadlines and different online systems.

- Step 1: On or before **August 18, 2022** by 11:59 p.m. ET, the Applicant must submit its SF-424 via Grants.gov, and enter its EIN and UEI numbers in its AMIS account.
- Step 2: The Applicant must submit a completed CDFI ERP Application in AMIS, including all required Application documents, on or before **September 22, 2022 by 11:59 p.m. ET**.



# CDFI ERP Application: Review Process



## Step 1: Eligibility Review

- The CDFI Fund ensures that each Applicant meets all eligibility requirements as detailed in the CDFI ERP NOFA.

# CDFI ERP Application: Review Process (cont.)



## Step 2: Financial Analysis and Compliance Risk Evaluation

### Financial Analysis Evaluation

- The CDFI Fund evaluates Non-Regulated Applicants using an internal tool called the Application Assessment Tool (AAT) that rates Applicants from 1 (highest score) to 5 (lowest score). Non-Regulated Applicants that score a 1, 2, 3, or 4 for the Financial Analysis Evaluation will move on to Step 3. Non-Regulated Applicants that receive a confirmed Total Financial Composite Score of five (5) will not advance to Step 3.
- The Financial Analysis Evaluation for Regulated Institutions will be based upon regulator feedback and CAMEL(S) scores (or regulating entity equivalent). Applicants must have a CAMEL(S) rating of at least 4 and/or no significant material concerns from their regulator.

### Compliance Risk Evaluation

- The AAT also rates the Applicant's level of compliance risk, based on responses provided in the Application as well as the Applicant's reporting history, reporting capacity, and performance risk with respect to the CDFI Fund's PG&Ms. Applications that score a 1, 2, or 3 for the Compliance Risk Evaluation will move on to Step 3. Applications that score a confirmed 4 or 5 will be deemed a high compliance risk and will not advance to Step 3.

# CDFI ERP Application: Review Process (cont.)



## Step 3: Application Evaluation and Initial Funding Recommendation

- Evaluation will be conducted by one external non-federal reviewer and one internal CDFI Fund or other federal government reviewer.
- The external reviewer will:
  - Review and score the Applications based on criteria outlined in the CDFI ERP NOFA.
  - Provide a recommendation as to whether the Application should be forwarded to Step 4 for an Award determination.\*
- The federal reviewer will:
  - Conduct quality control for the external reviewer's evaluation and be responsible for scoring of the Application.
  - Provide a recommendation as to whether the Application should be forwarded to Step 4 for an Award determination.\*
  - Recommend a preliminary Award amount.

\* The recommendation on whether an Application should be forwarded to Step 4 is based on whether an Application achieves minimal standards for clarity and consistency of business strategy; clear and eligible use of funding; and organizational capacity to deploy at least a minimum Award amount during the Period of Performance. This recommendation will not be the result of the Step 3 External Reviewer Score.

# CDFI ERP Application: Review Process (cont.)



## Step 4: Award Amount Determination

- For each Application, a Selecting Official (CDFI Fund staff) conducts quality control to ensure that the evaluation conducted in Step 3 was in accordance with the evaluation criteria.
- The Selecting Official then determines an initial Award amount based on the results of Step 3.
  - The Selecting Official may adjust the Award amount from the Step 3 recommendation if there are concerns about the Applicant's ability to deploy the full recommended Award amount within the Period of Performance.
- The CDFI Fund will then make proportional adjustments on the initial Award amount (if necessary) to ensure that no more than the total amount available for award is awarded. After these adjustments, Award amounts will be final.

**For more information on the CDFI ERP Application Evaluation Process, see the NOFA.**

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# Performance Goals & Measures (PG&Ms)



As a condition of their Award, CDFI ERP Recipients must meet certain PG&Ms, including but not limited to:

- All CDFI ERP Recipients must expend:
  - 60% of the Award amount by the end of year three of the Period of Performance;
  - 80% of the Award amount by the end of year four of the Period of Performance; and
  - 100% of the Award amount by the Period of Performance end date.

Financial Products and expended Award funds used to satisfy the CDFI ERP PG&Ms for reporting may not also be used to satisfy PG&Ms for the CDFI Program and NACA Program, the Small Dollar Loan Program, or the CDFI Rapid Response Program.

# Performance Goals & Measures (PG&Ms)



- All CDFI ERP eligible activities must serve ERP-Eligible Geographies, except 10% of an Award amount, which may be deployed outside of ERP-Eligible Geographies to serve Low- or Moderate-Income persons and businesses (including non-profit organizations) disproportionately impacted by the COVID-19 pandemic that are included in CDFI Eligible Markets.
- Additional PG&Ms for each Recipient will be determined based on its proposed commitments, relative to the CDFI ERP policy priorities in its Application. Final PG&Ms will be set forth in the CDFI ERP Assistance Agreement.

# Reporting Requirements



- Five-year Period of Performance, which begins with the date of the Award announcement and includes the Recipient's five full consecutive fiscal years after the date of the Award announcement.
- Annual reporting requirements include:
  - Transaction Level Report (TLR)
  - Uses of Award Report (UAR)
  - Performance Progress Report (PPR)
  - Financial Statement Audit Report (if applicable)
  - Single Audit Report (if applicable)
- Reporting requirements may be added or modified to enable the Secretary of the Treasury to conduct a study of CDFI ERP impact.
- The CDFI Fund will require Recipients to collect and report data on the race and ethnicity of borrowers and/or beneficiaries of the program. Final requirements will be outlined in the Assistance Agreement.



# Reminder of Important Deadlines



Description	Deadline	Time Eastern Time (ET)	Submission Method
Last day to enter EIN and UEI numbers in AMIS	August 18, 2022	11:59 p.m. ET	• AMIS
Last day to submit SF-424 Mandatory (Application for Federal Assistance)	August 18, 2022	11:59 p.m. ET	• Electronically via Grants.gov
Last day to contact CDFI Fund with questions about CDFI ERP	September 20, 2022	5:00 p.m. ET	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email: <a href="mailto:erp@cdfi.treas.gov">erp@cdfi.treas.gov</a></li> </ul>
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Last day to contact AMIS-IT Help Desk (regarding AMIS technical problems only)	September 22, 2022	5:00 p.m. ET	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email: <a href="mailto:AMIS@cdfi.treas.gov">AMIS@cdfi.treas.gov</a></li> <li>• Phone: 202-653-0422</li> </ul>
Last day to submit CDFI ERP Application	September 22, 2022	11:59 p.m. ET	• AMIS

# Contact Information for Applicants



Entity	Contact Information
<b>CDFI Equitable Recovery Program and Application</b>	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• Email <a href="mailto:erp@cdfi.treas.gov">erp@cdfi.treas.gov</a></li> </ul>
<b>Office of Compliance Monitoring and Evaluation (OCME)</b>	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• E-mail <a href="mailto:ccme@cdfi.treas.gov">ccme@cdfi.treas.gov</a></li> </ul>
<b>Office of Certification Policy and Evaluation (OCPE)</b>	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• E-mail <a href="mailto:ccme@cdfi.treas.gov">ccme@cdfi.treas.gov</a></li> </ul>
<b>Awards Management Information System (AMIS)</b>	<ul style="list-style-type: none"> <li>• Service Request via AMIS (preferred)</li> <li>• E-mail <a href="mailto:AMIS@cdfi.treas.gov">AMIS@cdfi.treas.gov</a></li> </ul>
<b>Grants.gov</b>	<ul style="list-style-type: none"> <li>• E-mail <a href="mailto:support@grants.gov">support@grants.gov</a></li> <li>• Phone: 1-800-518-4726</li> </ul>
<b>SAM.gov</b>	<ul style="list-style-type: none"> <li>• Visit <a href="http://www.fsd.gov">www.fsd.gov</a></li> <li>• Phone: 1-866-606-8220</li> </ul>

# Application Materials



**Additional information and all Application Materials for the CDFI ERP can be found on the CDFI Fund's website:**  
**[www.cdfifund.gov/ERP](http://www.cdfifund.gov/ERP)**

***Note: Check the CDFI Fund website for any updates to Application Materials***

# Questions and Answers



Thank you for participating in today's webinar!