



SUPPLEMENTAL GUIDANCE FOR CMF APPLICANTS APPLYING USING THE CONSORTIUM APPROACH

FY 2023 Capital Magnet Fund Application

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THE CDFI FUND
U.S. Department of the Treasury

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Updates

The Supplemental Guidance for CMF Applicants Applying using the Consortium Approach was update on January 27, 2023. All new content is highlighted in yellow. Please be advised that the following questions/sections that were updated:

- Page 15: Clarified calculation method under the Consortium-Specific Question Tips for Question 14 c. What are the estimated total Eligible Project Costs that will be financed/supported with the CMF Award?

Purpose

Per the FY 2023 Notice of Funds Availability (NOFA) for the Capital Magnet Fund (CMF) Program, Applicants may apply using a Consortium Approach for this funding round. This Supplemental Guidance for Applicants using a Consortium Approach is intended to provide direction and helpful guidance as Applicants complete their Application for a CMF Award. Each member of a Consortium must separately complete an individual Application in the Awards Management Information System (AMIS). For the most part, Applicants will complete an Application like every other Applicant; however, there are certain questions where an Applicant should reference their Consortium activities. This Supplemental Guidance will walk Applicants through each Application question and provide instructions and tips to help Applicants prepare their Application using the Consortium Approach.

Definitions

Capitalized terms used throughout this document are defined in the CMF Interim Rule (12 CFR 1807), FY 2023 CMF NOFA, FY 2023 CMF Application Instructions, and/or the FY 2023 CMF Glossary. All references to the CMF Interim Rule refer to the Interim Rule as amended on February 8, 2016.

Section I.D of the FY 2023 CMF Program Application Notice of Funds Availability (NOFA) provides the following two key definitions used throughout this Supplemental Guidance:

Consortium: A Consortium is comprised of a group of at least two, and no more than five, eligible, and unaffiliated CDFIs and/or nonprofit affordable housing developers/managers, applying for a CMF Award under this NOFA. The purpose of the Consortium must be to finance and support Affordable Housing, and Economic Development Activities, if applicable.

Consortium Approach: The Consortium Approach is the manner in which members of a Consortium apply for a CMF Award under this NOFA, wherein Consortium member Applications are evaluated both individually and as a Consortium.

Consortium Eligibility

To be eligible under a Consortium Approach, individual members of a Consortium must submit individual Applications and meet the eligibility criteria as defined in the NOFA on a standalone basis.

If awarded, each Recipient will receive a separate Award, and be required to meet the terms of its individual Assistance Agreement. The CDFI Fund reserves the right to require Recipients using the Consortium Approach to enter into a CMF Recipient Consortium Member Agreement, which will specify the binding commitments of each member.

All Consortium members must invest their individual Awards in the same CMF Projects as their peer Consortium members.

A Consortium does not need to be legally formed in advance of submitting an Application. However, each Consortium member is required to submit a Service Request in AMIS notifying the CDFI Fund of the

organization’s intent to apply as a Consortium member by the deadline specified in Table 1 of FY 2023 NOFA.

If one or more members indicate an intent to apply using the Consortium Approach, but fail to meet the eligibility criteria in the NOFA, or are otherwise not eligible for an Award, the CDFI Fund will review the Applications of the remaining members under the Consortium Approach, as long as there are at least two members remaining. In the event only one member remains, the CDFI Fund will review that Application on a standalone basis.

Table 1 – Consortium Related Deadlines for Applicants			
Description	Deadline	Time (Eastern Time- ET)	Submission Method
For Applicants using a Consortium Approach only: Applicants are asked to submit a Service Request in AMIS notifying the CMF Program of the organization’s intent to apply as a Consortium Member using the Consortium Approach	February 23, 2023	11:59 pm ET	Submit Service Request via AMIS using “Capital Magnet Fund” for the program

Submission Requirements

GRANTS.GOV AND SAM.GOV: Each member of the Consortium must submit a separate SF-424 for its individual organization, and link it to its own Application in AMIS.

AWARDS MANAGEMENT INFORMATION SYSTEM (AMIS): Each member of the Consortium must have its own AMIS account, and register as an organization independently. Each Consortium member will create and submit its own Application in AMIS.

Program Profile and Creating an AMIS Application

- Each Consortium member must complete an individual Application, but is asked to advise the CDFI Fund that it is applying using the Consortium Approach, by the date specified in Table 1 of FY 2023 NOFA.
- Each member of the Consortium may elect its organization’s applicable Entity Approach (i.e., either (a) financing Entity Approach or (b) affordable housing developer/manager approach. Each Applicant will be required to specify which type of Entity Approach it will be using prior to starting the Application. Members are most likely to elect the same Entity Approach, but if the Entity Approach differs among members, ensure that the role of each member is clearly and appropriately described in each respective Application.
- Each member must create its own profile and submit its own AMIS Application and attachments.

How to Use the Supplemental Guidance

- Each question in the Application is listed in a format that mirrors the Application Instructions. **The Application Instructions should be used for guidance as to how to complete the Application in general.** The Supplemental Guidance for Applying using a Consortium Approach provides instructions

and should **only be used as a guide by those Applicants using a Consortium Approach.** All Applicants, including those using a Consortium Approach, must complete an Application in AMIS.

- Each Consortium member will complete its own Application. However, there are certain questions where you should reference the planned activities of your Consortium. Your pipeline and Eligible Project Costs should be distinct from your peer Consortium members, as it should only include the data for your organization’s planned CMF financed activities.
- The guidance for how to respond to each Application question, and how each topic area will be evaluated, is derived from the FY 2023 CMF Program Application NOFA, Section V.B.3, which states:

“Applicants using a Consortium Approach will be evaluated and scored in the following manner:

(a) Applicants will be evaluated as a Consortium and receive the same score on:

(i) strategy; (ii) the needs and financing gaps addressed; (iii) track record; (iv) pipeline; (v) impact and metrics; (vi) geographic targets (Areas of Economic Distress and/or High Opportunity Areas); (vii) income targeting; (viii) key personnel; (ix) adaptability and community partnerships; (x) alignment with priorities; (xi) Project selection process; (xii) serving underserved areas; (xiii) resources to adapt to changing market conditions and risks; and (xiv) deployment capacity.

(b) Applicants will be evaluated on a prorated basis and receive an individual score on:

(i) Eligible Project Costs; (ii) unit production; and (iii) Leveraged Costs.

(c) Applicants will be evaluated individually and receive an individual score on:

(i) previous federal award management; (ii) financial health; (iii) audit findings; (iv) portfolio performance; (v) the likelihood of reaching the minimum leverage multiplier; (vi) organizational strength; (vii) management practices; (viii) the ability to execute the strategy and projected activities; and (ix) commitment to serving Rural Areas.

In the event that an Applicant(s) applying using a Consortium Approach does not score sufficiently to reach the highly qualified pool, the CDFI Fund will evaluate the remaining members of the Consortium using the Consortium Approach, provided there are at least two members remaining in the highly qualified pool. If there is only one member of the Consortium remaining in the highly qualified pool, the Applicant will be evaluated on an individual basis.”

Organization and Application Information

Question 1(a)-(g) – Organization Level Information		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Organization Name	Information is taken from each Consortium member’s unique AMIS organization record.	
b1. Address		
b2. Congressional District		
c. Employer Identification Number (EIN)		
d. Unique Entity Identifier (UEI)		
e. Applicant’s Date of Incorporation		
f. Applicant’s fiscal year end (month/day)		
f1. Applicant’s fiscal year end Month		
f2. Applicant’s fiscal year end Day		
g. Entity Approach	Information is taken from each Consortium member’s unique CMF Profile record.	Each member of the Consortium may elect its organization’s applicable Entity Approach.

Question 1(h)-(j) – Bank Holding Companies		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
h. Depository Institution Holding Company (DIHC) Subsidiary Name	Information is taken from each Consortium member’s unique AMIS organization record.	
i. DIHC Subsidiary EIN		
j. Subsidiary Authorized Representative Name:	Upload information is provided by each Consortium member independently.	
Subsidiary Signed Certification		

Question 2 – Requested Award		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. What is the total dollar amount of Award requested in this Application?	All Applicants using a Consortium Approach are asked to provide an individual response.	<p>Each Applicant indicates its own Award request.</p> <p>Note that for those using a Consortium Approach, certain Application sections are assessed on a pro-rated basis. These include unit production, Eligible Project Costs, and leverage. The pro rata share will be calculated by the CDFI Fund during the review process. This will be calculated by dividing your Award Request by the sum total of all Award requests for all Consortium members. For example, if <u>Member A</u> is requesting \$500,000; <u>Member B</u> \$1,000,000; and you as <u>Member C</u> are requesting \$1,500,000, then the CDFI Fund would determine your <u>Member C</u> pro rata share by dividing \$1,500,000 by \$3,000,000, resulting in 50%.</p>

Question 2 – Requested Award		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
b. Select the type of Award Payment requested for this funding round.	All Applicants using a Consortium Approach are asked to provide an individual response.	You may select the type of Award Payment of your choice.
c. What is the desired Initial Payment Amount of the Award?		However, please note that your Award needs to be Committed within two years of each Award payment. While this response is unique to your organization, you should coordinate with the other members of your Consortium to ensure funds are available for investment in each other’s CMF projects. For example, if Award Payments differ between the members of the Consortium (Lump Sum vs. Two Payments), you will want to ensure you have sufficient funding to make your investment when those Projects need to be Committed and expended. It is most efficient for Applicants in the same Consortium to opt into the same Award Payment option.
d. What is the desired Subsequent Payment Amount of the Award?		

Question 3 – States Served		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Identify the type of Service Area requested for this Award.	All Applicants using a Consortium Approach are asked to provide an individual response.	Because all Consortium members must invest some portion of their individual Awards in the same Projects as all other Consortium members, the Service Areas for all members will be combined by the CDFI Fund as part of the Application review process.
b. Identify the particular states where the Applicant will deploy its CMF Award.		In no event may the combined Service Area for all members of any single Consortium exceed the 15 state maximum limit established in the NOFA.
c. For the states selected in (b), indicate whether the Applicant has managed, developed, or financed affordable housing or economic development in the last five years.	All Applicants using a Consortium Approach are asked to provide an individual response.	The CDFI Fund will combine the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.

Question 4 – Application Contacts		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Select a first Application Point of Contact from the Applicant’s AMIS contacts.	All Applicants using a Consortium Approach are asked to provide an individual response.	
b. Select a second Application Point of Contact from the Applicant’s AMIS contacts.		
c. Select a third Application Point of Contact from the Applicant’s AMIS contacts.		

Question 5 – Applicant Eligibility Criteria		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Is the Applicant a Certified CDFI as of the date of the NOFA publication?	All Applicants using a Consortium Approach are asked to provide an individual response.	Each Consortium member must meet the eligibility criteria independently.
b. If (a) is “Yes”, what is the CDFI certification number?		
c. Is the Applicant a Nonprofit Organization?		
d. Are at least 33 and 1/3 % of the Applicant’s total assets dedicated to the development or management of affordable housing?		

Question 6 – Consortium Approach Applicants		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Is the Applicant using a Consortium Approach and applying as a member of a Consortium with other members also applying for a CMF Award in the same funding round?	All Applicants using a Consortium Approach select “Yes.”	If a member fails to select “Yes,” then the CDFI Fund will review the remaining members who have selected “yes” as a Consortium, as long as there are at least two members remaining. In the event only one member remains, the CDFI Fund will review that Application on a standalone basis.
b. If “Yes” to (a), list all Consortium member Applicants who are applying as part of the same Consortium for a CMF Award in this funding round. All members of the Consortium must each apply individually in the same funding round.	Each Applicant using a Consortium Approach is asked to list all other members. This will be different per Application, as the Applicant should not include itself in the table.	Be sure to list all members of your Consortium.
c. Describe the business relationship between Consortium Applicant(s) and the role each organization(s) will play in the CMF Award, specifically addressing: 1) The purpose, structure, and governance of the Consortium, and 2) The role in executing the proposed business and leveraging strategy outlined in the Application.	All Consortium members should enter a similar description of the roles each member will play in the Consortium.	Applicants using a Consortium Approach will be evaluated collectively on several factors, including strategy, and receive the same score on this factor. Be sure to reference the strategy and role of the Consortium in carrying out your proposed use of the CMF Award and identify your specific role.

Question 7 – Total Estimated Hours to Complete the Application		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
Estimate the number of hours required to complete the entire Application package:	All Applicants using a Consortium Approach are asked to provide an individual response.	

Question 8 – Executive Summary		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>Summarize the key elements of the CMF Proposal, including:</p> <ul style="list-style-type: none"> • The Applicant’s vision for what this CMF Award will accomplish, including the challenge/need the CMF Award will help address, and the anticipated outcomes that will result from the proposed CMF Award strategy. • How receiving the requested CMF Award will allow the Applicant to do things it would otherwise not be able to do. • How the Applicant’s organizational capacity and track record supports the Applicant’s ability to execute the proposed CMF Award strategy. 	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>Provide your vision for what will be accomplished with the CMF Award, the needs that will be addressed, outcomes, capacity etc., both from the perspective of your organization and how it fits with the activities of the proposed Consortium.</p>

Part 1: Business Strategy and Leveraging Strategy

Proposed Uses of a CMF Award

Question 9(a) – Eligible Activities:		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
1. Capitalize Loan Loss Reserves	Applicants using a Consortium Approach are asked to provide an individual response.	The Eligible Activities selected by each Consortium members will be rolled up and combined by the CDFI Fund to ensure that all members are approved to invest in the same Activities.
2. Capitalize a Revolving Loan Fund		
3. Capitalize an Affordable Housing Fund		
4. Capitalize a fund to support Economic Development Activities		
5. Make Risk-Sharing Loans		
6. Provide Loan Guarantees		
7. For Direct Administrative Expenses		

Question 9(b) – Financing Activities:		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
1. Predevelopment Financing	Applicants using a Consortium Approach are asked to provide an individual response.	The Financing Activities selected by all Consortium members will be rolled up and combined by the CDFI Fund given all members are required to invest in the same Activities.
2. Property/Site Acquisition Financing		
3. Construction Financing		
4. Bridge Loans or Other Similar Short-Term Financing		
5. Permanent Financing (1 st Lien)		
6. Permanent Financing (2 nd Lien or lower)		
7. Refinancing		
8. Loan Loss Reserves or Loan Guarantees		
9. Equity		
10. Down payment/Closing Cost Assistance		

Question 9(c) – Proposed Uses:		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
1. Homeownership (Development)	Applicants using a Consortium Approach are asked to provide an individual response.	<p>Since all Consortium members must invest in all the same CMF projects if awarded, all Consortium members are highly encouraged to select the same Proposed Uses in responding to this question</p> <p>The Proposed Uses selected by all Consortium members will be rolled up by the CDFI Fund.</p>
2. Homeownership (Rehabilitation)		
3. Homeownership (Mortgage Finance and/or Purchase Assistance)		
4. Rental Housing (Development)		
5. Rental Housing (Preservation and/or Rehabilitation)		
6. Economic Development Activities (Commercial Facilities)		
7. Economic Development Activities (Community Service Facilities)		

Question 10 – Community Analysis and Financing Gaps		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. Describe the challenges facing Low-Income Families and communities within the requested Service Area. The discussion should address:</p> <ul style="list-style-type: none"> • The nature and extent of the affordable housing needs and, • If applicable, the economic development/community service needs. 	Applicants using a Consortium Approach are asked to provide an individual response.	<p>Be sure the description you provide ties to the Service Area you indicated in Q.3.</p> <p>Coordination with the other members of your Consortium on this analysis is advised.</p> <p>The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on the needs and financing gaps addressed.</p>
<p>b. What financing gaps in the requested Service Area are contributing to the challenges described in 10(a)? Describe the types of financing that are missing or unavailable at the appropriate rates and terms, and the reason for the unavailability of this financing in the marketplace.</p>		

Question 11 – Proposed CMF Award Financing Activities		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Provide the requested data on the Applicant’s proposed products in Appendix 1 .	Applicants using a Consortium Approach are asked to provide an individual response.	Be sure to describe <i>your</i> organization’s products in Appendix 1. The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on strategy.
b. Describe how the Applicant will use the requested CMF Award as part of a financing strategy to address the challenges and financing gaps identified in Q.10(a) and Q.10(b), referencing the proposed financial products from Appendix 1 as necessary. Be sure to describe: <ul style="list-style-type: none"> • How the proposed products (including rates and terms) differ from what is currently available in the market (from banks, CDFIs, etc.). • How the proposed products (including rates and terms) differ from what is currently being offered by the Applicant without CMF funding/financing. 	Applicants using a Consortium Approach are asked to provide an individual response.	Describe how your products are part of your financing strategy. If the members of your Consortium are combining products or bringing unique products to the Consortium, be sure to describe how that addresses the Consortium’s financing strategy. The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on strategy.
c. <u>Secondary market activity</u> : If the Applicant intends to purchase or sell CMF-financed loans on the secondary market, describe the anticipated transaction(s), including: the intended purchaser(s)/seller(s); the terms and conditions of the sale; the nature of the loans (rental or homeownership); timing; and how all CMF requirements will remain in place for each loan for the duration of the Affordability Period.		If the Consortium will be involved in secondary market activity, describe in detail how that will be structured and how all members will invest in all related activities.
d. <u>Loan Loss Reserves or Loan Guarantees</u> : If the Applicant intends to use its CMF Award for Loan Loss Reserves (LLR) or Guarantees, describe the strategy, the structure of the LLR/Loan Guarantees, and the purpose of the CMF Award.		If the Consortium will be involved in financing Loan Loss Reserves or Guarantees, describe how that will be structured and how all members will invest in all related activities.

Track Record and Projections

Questions 12 and 13 focus on the Applicant’s track record and projections. These questions elaborate on the data requested in the Track Record and Projections tables which can be found in Appendix 2.

Question 12 – Track Record		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Provide data on the Applicant’s track record in Appendix 2, Tables A1, B1, and C1 (as applicable) .	Each Applicant using a Consortium Approach is asked to provide its own track record data.	The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.
b. Describe the Applicant’s track record of Affordable Housing and Economic Development Activities (as applicable). Be sure to address: <ul style="list-style-type: none"> • How the Applicant’s track record supports its ability to carry out the proposed CMF Award activities, including any activities that are similar/relevant to the proposed CMF Award activities; • Any trends in the level of activity (i.e., if the Applicant’s activity has had significant differences in volume from year-to-year, or whether it has been relatively steady); • The Applicant’s experience serving its proposed Service Area. 	Applicants using a Consortium Approach are asked to provide an individual response.	For this narrative response, focus on your track record and experience. The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.

Question 13 – Projected Performance and Pipeline		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. Provide data on the Applicant’s projected CMF Award performance and financing activities for the next five years in Appendix 2, Tables A2, B2, and C2 (as applicable).</p>	<p>Applicants using a Consortium Approach are asked to enter their individual pipeline and projects.</p>	<p>Tables A2, B2, and C2 should be the individual pipeline for each member of the Consortium.</p> <p>The CDFI Fund will combine and collectively review the responses for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on pipeline.</p>
<p>b. Indicate the dollar amount of the CMF Award that the Applicant plans to commit to Projects in each of the respective time periods:</p>	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>Note that your Award needs to be Committed within two years of your Award payment. While this response is unique to your organization, you should coordinate with the other members of your Consortium to be sure funds are available for investment in each other’s CMF projects. For example, if Award Payment differs among the members of the Consortium (Lump Sum vs. Two Payments), you will want to ensure you have sufficient funding to make your investment when those projects need to be Committed and expended.</p>
<p>c. Describe how the Applicant’s projections in Tables A2, B2, and C2 (as applicable) are realistic and achievable. Be sure to address the following factors:</p> <ul style="list-style-type: none"> • How the projections were developed. • Any risks that may impact the Applicant’s ability to achieve projections and steps to be taken to mitigate those risks, including the role of CMF, if any, in risk mitigation. • To the extent the Applicant is projecting an increased level of activities compared to its track record, or expansion to new geographic areas, describe why these projections are reasonable and note any new or established partnerships that will help the Applicant achieve these projections. 	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>This narrative relates to Tables A2, B2, and C2 of Appendix 2.</p> <p>The CDFI Fund will combine and collectively review the pipeline for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on pipeline.</p>

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>d. Provide the requested data on the Applicant’s proposed pipeline in Appendix 3.</p>	<p>Applicants using a Consortium Approach are asked to enter their individual pipeline and projects.</p>	<p>The CDFI Fund will combine and collectively review the pipeline for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on pipeline.</p>
<p>e. For <u>Rental Housing</u>, describe how the Applicant will build/manage a pipeline of potential CMF projects. Be sure to address:</p> <ul style="list-style-type: none"> • The factors you evaluated when selecting and prioritizing potential CMF projects/borrowers. • How any new or established partnerships with borrowers, developers, or others will be utilized to assist you in sourcing CMF borrowers. • How you will determine the need for CMF financing/support. 	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>The CDFI Fund will combine and collectively review the pipeline for all the members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on pipeline.</p>
<p>f. For <u>Homeownership</u>, describe how the Applicant will build/manage a pipeline of potential CMF projects/borrowers, addressing the following items:</p> <ul style="list-style-type: none"> • Estimated demand for the proposed CMF product(s), supported by the appropriate data. For example, discuss the number of potential homebuyers who are pre-qualified; the number of loan applications submitted; the waiting list, etc. • Describe referral sources for potential borrowers/purchasers and the factors considered when selecting/prioritizing potential homebuyers. • <u>For Purchase Assistance/Mortgage Lending</u>: Describe how many loans the Applicant plans to make per year and the estimated demand for the proposed product(s). • <u>For Homeownership Development/Rehabilitation</u>: Describe the number of units in the pipeline, how purchasers will be located, the number of purchasers pre-qualified or approved, and/or other indicators of estimated demand. 		
<p>g. For <u>Economic Development Activities</u>, describe how the Applicant will build/manage a pipeline of potential CMF projects. Be sure to address:</p> <ul style="list-style-type: none"> • The factors the Applicant will evaluate when selecting and prioritizing potential CMF projects/borrowers. • How any new or established partnerships with borrowers, developers, or others will be utilized to assist the Applicant in sourcing CMF borrowers. • How the Applicant will determine the need for CMF financing/support. 		

Leveraging the CMF Award

Question 14 – Overall Leverage Summary		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. The Applicant’s CMF Award Request:	<i>Auto-generated</i>	Copied from Question 2a; unique to each Consortium member.
b. Enter the amount of the CMF Award that will be used for Direct Administrative Expenses:	Applicants using a Consortium Approach are asked to provide an individual response.	Each Consortium member may use up to 5% of their Award for Direct Administrative Expenses.
Percentage of the Award for Direct Administrative Expenses (%)	<i>Auto- Calculated</i>	
c. What are the estimated total Eligible Project Costs that will be financed/supported with the CMF Award?	Applicants using a Consortium Approach are asked to provide an individual response.	<p>The total Eligible Project Costs (EPC) should represent the projects in your organization’s pipeline.</p> <p>The CDFI Fund will combine and collectively review the Eligible Project Costs from all Consortium members. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.</p>
d. The Applicant’s projected Leverage Multiplier:	<i>Auto-calculated</i>	The minimum required Leverage Multiplier is 10 for all Applicants. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.
e. How much does the Applicant anticipate generating in Leveraged Costs with the CMF Award?	<i>Auto-calculated</i>	Leveraged Costs are calculated by subtracting the CMF Award (less any portion of the Award used for Direct Administrative Expenses) from total EPCs. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.
f. How much of Q.14(e) above will be financed/supported by private sources?	Applicants using a Consortium Approach are asked to provide an individual response	<p>Note that Q.14(f) + Q.14(g) must equal Q.14(e). The CDFI Fund will calculate your prorated share of private and public funding. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.</p>
g. How much of Q.14(e) above will be financed/supported by public sources?	Applicants using a Consortium Approach are asked to provide an individual response	
h. The Applicant’s overall Private Leverage Multiplier:	<i>Auto-calculated</i>	The Private Leverage multiplier is calculated by dividing Q.14(f) by your CMF Award request. Applicants will be evaluated on a prorated

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
		basis and receive an individual score for Private Leveraged Costs. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.

Question 15– Enterprise-Level Leverage (if applicable)		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. How much Enterprise-Level Capital will the Applicant raise from private sources with the CMF Award?	Applicants using a Consortium Approach are asked to provide an individual response.	The CDFI Fund will combine and collectively review all leverage and calculate your prorated share based on your Award Request amount. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.
b. How much Enterprise-Level Capital will the Applicant raise from public sources with the CMF Award?		
c. Total amount of Enterprise-Level Capital the Applicant plans to leverage.	<i>Auto-calculated (total of a+b)</i>	
d. Describe the Applicant’s strategy to leverage the CMF Award by using it to attract Enterprise-Level Capital for the organization, especially private capital.	Applicants using a Consortium Approach are asked to provide an individual response.	Describe your own experience, describing the sources entered into Appendix 4. Applicants will be evaluated as a Consortium and receive the same score on strategy. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.
e. Discuss the Applicant’s prior relevant experience raising and deploying private and public Enterprise funds from the sources being targeted for Enterprise-Level Capital (or similar sources).		

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
		Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.
f. If the Applicant has identified potential sources of Enterprise-Level Capital to leverage with the CMF Award, they should be included in Appendix 4 .		

Question 16 – Reinvestment (if applicable)		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. How much of the repaid CMF Award (i.e., Program Income) will be reinvested into additional Projects completed during the five-year Investment Period?	Applicants using a Consortium Approach are asked to provide an individual response.	The CDFI Fund will combine and collectively review all leverage and calculate your prorated share based on your Award Request amount. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.
b. How much of the <u>repaid Enterprise-Level Capital from private sources</u> will be reinvested into additional Projects completed during the five-year Investment Period?		
c. How much of the <u>repaid Enterprise-Level Capital from public sources</u> will be reinvested into additional Projects completed during the five-year Investment Period?		
d. Based on the responses to Q.16(a), Q.16(b), and Q.16(c), please specify how much the Applicant plans to reinvest every year during the five-year Investment Period.		
<p>e. If the response to Q.16(a), Q.16(b), or Q.16(c) was greater than \$0, describe the Applicant’s strategy for reinvesting the CMF Award and any Enterprise-Level Capital. In particular, discuss:</p> <ul style="list-style-type: none"> • How much capital the Applicant anticipates will be repaid during the five-year Investment Period, particularly private capital, and how it developed the schedule for reinvestment in Q.16(c); • The plan for mitigating risks of repayment not occurring based on the anticipated schedule; • The plan to identify eligible projects to reinvest the CMF Award and ensure the Projects will be completed within the five-year Investment Period. 		<p>Describe the strategy to effectively reinvest CMF Award dollars in projects that will be completed within the five-year Investment Period by your organization.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium.</p> <p>Applicants will be evaluated as a Consortium and receive the same score on strategy.</p>

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
		Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.
f. If the response to Q.16(a), Q.16(b), or Q.16(c) was greater than \$0, discuss the Applicant’s track record of managing the repayment and reinvesting of capital, particularly private capital.		<p>Describe your track record in managing reinvestment capital. The CDFI Fund will combine and collectively review the responses for all members of the Consortium.</p> <p>Applicants will be evaluated as a Consortium and receive the same score on track record.</p> <p>Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.</p>

Question 17 – Project-Level Leverage (if applicable)		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. How much capital does the Applicant anticipate leveraging at the Project-Level from private sources?	Applicants using a Consortium Approach are asked to provide an individual response.	The CDFI Fund will combine and collectively review all leverage and calculate your prorated share based on your Award Request amount. Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs. The CDFI Fund will calculate your prorated share by dividing your Award request by the sum total of all Award requests for all Consortium members.
b. How much capital does the Applicant anticipate leveraging at the Project-Level from public sources?		
c. Total amount of Project-Level Leverage	<i>Auto-calculated</i>	
d. Describe the Applicant’s approach to leveraging at the Project-Level, specifically discussing private and public sources of leverage, as applicable. If the Applicant plans to fund projects that have not secured all the necessary sources of financing, be sure to discuss the strategy for managing the risk in case these other sources will not be available.	Applicants using a Consortium Approach are asked to provide an individual response.	This narrative response should reflect your organization’s approach to leveraging Project-Level sources.

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>e. Discuss the Applicant’s track record in the last five years of securing Project-Level Leverage from private and public sources, as applicable.</p>		<p>Describe your track record related to securing Project-Level Leverage. The CDFI Fund will combine and collectively review the responses for all members of the Consortium.</p> <p>Applicants will be evaluated as a Consortium and receive the same score on track record.</p> <p>Applicants will be evaluated on a prorated basis and receive an individual score on Leveraged Costs.</p>

Adaptability

Question 18 – Adaptability		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>Discuss the adaptability of the Applicant’s business and leveraging strategy to changing market conditions, including loss of anticipated pipeline projects, changes to interest rates, availability, and/or cost of capital.</p>	<p>Each Applicant using a Consortium Approach is asked to provide its own narrative.</p>	<p>Discuss your adaptability. If being part of a Consortium improves your adaptability to changing conditions, include it in your narrative.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on adaptability.</p>

Part 2: Community Impact

Potential Outcomes and Impacts

Question 19 – Housing and Economic Development Impacts		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. Housing Impacts: The CMF Program has identified seven (7) housing impacts that are priorities for the CMF Program. Select at least one impact (and no more than three) that will result from the Affordable Housing strategy proposed in this Application. For each housing impact selected, also select the metrics that the Applicant plans to track/monitor as the impact is being achieved.</p> <p>1. Improved financial stability and wealth building for Low-Income Families.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Individuals and Families that have become first-time homeowners. <input type="checkbox"/> Tenants that are experiencing increased stability as evidenced by lower or reduced turnover. <input type="checkbox"/> Families that are building wealth as a result of the savings generated in more affordable monthly housing costs and/or increased home equity. <input type="checkbox"/> Families that are participating in Family Self-Sufficiency (FSS), Individual Development Account (IDA), or other similar programs. <input type="checkbox"/> Families that are benefiting from low energy costs as a result of energy-efficient systems and improvements. <input type="checkbox"/> Other (please specify below) _____ <p>2. Improved health outcomes for Low-Income individuals and Families, particularly seniors, children, formerly homeless populations, persons with disabilities, or people with other health challenges.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Homes and buildings that have been rehabilitated to improve health conditions. Examples include improved ventilation; removal of lead paint or pipes; radon mitigation; improved accessibility; improved plumbing and heating; and removal of asbestos or mold, etc. <input type="checkbox"/> New homes and buildings that have been developed with healthy features. Examples include universal design features; use of low emission materials; walkability; community gardens; and proximity to healthy food choices, parks, and recreation. <input type="checkbox"/> Individuals and Families with increased proximity and access to health services. Examples include access to community health centers or dental clinics. <input type="checkbox"/> Individuals and Families that are benefiting from service-enriched housing. Examples include housing with onsite services or coordinated access to remote services. 	<p>Each Applicant using a Consortium Approach is asked to select its own impacts.</p>	<p>Select one to three impacts and select the metrics you will use to measure outcomes from the picklist, or add your own. While not a requirement, coordination with the other members of your Consortium is advised.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on impact and metrics.</p>

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p><input type="checkbox"/> Other (please specify below) _____</p> <p>3. Increased opportunities for Low-Income residents to avoid dislocation and remain in their affordable homes and/or neighborhoods.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Number of unrestricted units or units with expiring affordability restrictions that have been preserved for 10 years or more (deed-restricted). <input type="checkbox"/> Low-Income homeowners and renters that have been able to remain in their homes. <input type="checkbox"/> Other (please specify below) _____ <p>4. Improved access to educational opportunities or transportation for Low-Income Families.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Affordable housing that has been acquired or developed in transit-oriented developments or in walkable neighborhoods. <input type="checkbox"/> Affordable housing that has been acquired or developed in neighborhoods with quality local schools. <input type="checkbox"/> Other (please specify below) _____ <p>5. Assisted in the long term recovery and rebuilding of affordable housing in federally designated disaster areas through disaster-prevention or disaster-resistant design.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Affordable housing that has been built/rebuilt or rehabilitated in federally-designated disaster areas within the last five years. <input type="checkbox"/> Affordable housing that has been developed with disaster-prevention or disaster-resistant design. <input type="checkbox"/> Other (please specify below) _____ <p>6. Increase homeownership rate for populations with lower rates of homeownership (e.g., minorities, young adults, etc.)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Number of first time homeowners. <input type="checkbox"/> Other (please specify below) _____ <p>7. Assist in the transition to clean energy and other related activities.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Affordable housing that has been developed or rehabilitated to utilize renewable energy sources. Examples include solar or wind energy. 		

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p><input type="checkbox"/> Other (please specify below) _____</p> <p>*Note: If you selected “Other” as a metric to track/monitor in one or more of the above listed CMF housing impact areas, please describe the corresponding measure(s) below. In your response, be sure to include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Specific reference to which one of the seven (7) above CMF housing impacts is associated with the Applicant-defined metric; and <input type="checkbox"/> Specify the metric, ensuring it is measurable and quantifiable, which will be evaluated as part of your Application. <input type="checkbox"/> If there are more than one “Other” metric(s) selected above, ensure you provide a specific reference for each CMF housing impact, and specify the measurable and quantifiable metric you will use for tracking and monitoring the impact. 		
<p>b1. For each housing impact selected, select the metrics you will track associated with this impact.</p>		
<p>b2. Describe how the proposed CMF strategy in this Application will contribute to the selected impact and discuss the plan for tracking the impact metric(s) identified above.</p>		
<p>c. If the Applicant intends to finance/support Economic Development Activities (EDA), select the resulting impact(s) below. The Economic Development impact options are:</p> <ol style="list-style-type: none"> 1. Increased access to goods or services for Low-Income Families especially community and educational services. <ul style="list-style-type: none"> <input type="checkbox"/> Low-Income individuals and Families that have benefited from commercial EDA projects financed/supported with a CMF Award. Examples include grocery stores, educational facilities or other EDA undertaken by the Applicant using a CMF Award. <input type="checkbox"/> The increase in the number of goods and services available to Low-Income residents. <input type="checkbox"/> Low-Income residents/students who are benefiting from CMF-supported community and educational facilities. <input type="checkbox"/> Other (please specify below) _____ 2. Increased economic opportunity for Low-Income Families, especially those in Areas of Economic Distress (AED) and considered the most vulnerable. 	<p>Each Applicant using a Consortium Approach is asked to select its own impacts.</p>	<p>Select one or two impacts and select the metrics you will use to measure outcomes from the picklist, or add your own. While not a requirement, coordination with the other members of your Consortium is advised.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive</p>

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<ul style="list-style-type: none"> <input type="checkbox"/> Jobs that have been created as a result of CMF-supported Economic Development Activities. <input type="checkbox"/> Other (please specify below) _____ <p>*Note: If you selected “Other” as a metric to track/monitor in one or more of the above listed CMF housing impact areas, please describe the corresponding measure(s) below. In your response, be sure to include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Specific reference to which one of the seven (7) above CMF housing impacts is associated with the Applicant-defined metric; and <input type="checkbox"/> Specify the metric, ensuring it is measurable and quantifiable, which will be evaluated as part of your Application. <input type="checkbox"/> If there are more than one “Other” metric(s) selected above, ensure you provide a specific reference for each CMF housing impact, and specify the measurable and quantifiable metric you will use for tracking and monitoring the impact. 		the same score on impact and metrics.
d1. For each Economic Development impact selected, select the metrics you will track associated with this impact.		
d2. Describe how the proposed CMF strategy in this Application will contribute to the selected impact and discuss the plan for tracking the impact metric(s) identified above.		
e. Will the Applicant commit that it will use its CMF Award to finance/support Economic Development Activities located only in Low-Income Areas or Underserved Rural Areas?	If Proposing EDA, all Applicants must indicate “Yes.”	

Geographic and Income Targeting

Rental Housing - Geographic and Income Targeting

Question 20 – Rental Housing: Areas of Economic Distress and High Opportunity Areas		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. What is the percentage of the Applicant’s total CMF-financed/supported Rental units that will be located in Areas of Economic Distress (AED)?	Applicants using a Consortium Approach are asked to provide an individual percentage.	The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on geographic targets.
b1. Excluding the units that will be located in an Area of Economic Distress (Q.20(a)), what is the percentage of the Applicant’s total CMF-financed/supported Rental units that will be located in areas fitting the definition of Standard High Opportunity Areas (HOA), as designated by Federal Housing Finance Agency?		
b2. Excluding the units included in Q.20(a) and Q.20(b1) above, what is the percentage of the Applicant’s total CMF-financed/supported Rental units that will be located in areas fitting the definition of the Expanded CMF HOA Criteria?		
c. In total, what percentage of Rental units will be located in either an Area of Economic Distress or High Opportunity Areas, calculated as: Q.20(a)+Q.20(b1)+ Q.20(b2)?		
d. Describe how you will achieve the percentage listed in (c) if selected for a CMF Award. Specifically discuss: <ul style="list-style-type: none"> • Your strategy and experience financing/producing Affordable Housing in AEDs, as applicable, and how your proposed activities will contribute to economic stabilization/revitalization in these areas. • Your strategy and experience financing/producing Affordable Housing in HOAs, as applicable, and how your proposed activities provide opportunities for Low and Very Low-Income Families in these areas. • Whether the CMF Award will enable the Applicant to reach geographies that would otherwise not be possible without a CMF Award. • If using the expanded CMF HOA Criteria set forth in Q.20(b2), describe how the proposed percentage of units meet the criteria. 	Applicants using a Consortium Approach are asked to provide an individual response.	Describe your strategy as well as your own experience in financing/producing units in AEDs or HOAs. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on geographic targets.

Question 21 – Rental Housing Income Targeting		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. If the Applicant is proposing to finance/produce rental housing with a CMF Award, indicate the minimum percentage of the total number of rental housing units that the Applicant will commit to financing/producing for Very Low-Income Families (i.e., 50% of the area median income or below).</p>	<p>Applicants using a Consortium Approach are asked to provide an individual percentage.</p>	<p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on income targeting.</p>
<p>b. Describe how you will be able to achieve the percentage listed in (a) based on your Application strategy and track record of financing/producing housing for Very Low-Income Families. Be sure to also discuss and quantify:</p> <ul style="list-style-type: none"> • Whether the CMF Award will enable the Applicant to finance/produce more units of Affordable Housing than otherwise would not be possible; or • Whether the CMF Award will enable the Applicant to target lower income groups than otherwise would not be possible without a CMF Award. 	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>Describe your strategy as well as your own experience in financing/producing units for Very Low-Income Families.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on income targeting.</p>

Homeownership – Geographic and Income Targeting

Question 22 – Geographic and Income Targeting for Homeownership		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. What percentage of Homeownership units will be targeted to Families with incomes above 80% and no greater than 120% of Area Median Income located in Areas of Economic Distress (AED)?	Applicants using a Consortium Approach are asked to provide an individual percentage.	The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on geographic and income targets.
b. What percentage of Homeownership units will be targeted to Low-Income Families (80% AMI or below)?		
c. What is the total percentage of (a) and (b) above, not to exceed 100%?		
d. Describe how you will achieve the percentage listed in (c) if selected for a CMF Award. Specifically discuss: <ul style="list-style-type: none"> As applicable, your strategy and experience targeting homeowners in AEDs, and how your proposed activities will contribute to economic stabilization/revitalization in these areas. Within AEDs, describe your strategy to avoid gentrification/displacement of existing residents and provide Homeownership opportunities to existing residents. As applicable, your strategy and experience targeting Low-Income homeowners (80% AMI and below), including procedures for verifying income for all homeowners. 	Applicants using a Consortium Approach are asked to provide an individual response.	Describe your strategy as well as your own experience in financing/producing Homeownership unit in AEDs or for Low-Income Families.
e. Discuss how the CMF Award will enhance the Applicant’s ability to finance/produce housing in AEDs and/or for Low-Income homebuyers. Be sure to discuss and quantify: <ul style="list-style-type: none"> Whether the CMF Award will enable the Applicant to finance/produce more units of Affordable Housing that otherwise would not be possible, or Whether the CMF Award will enable the Applicant to target lower income groups that otherwise would not be possible without a CMF Award, or Whether the CMF Award will enable the Applicant to reach distress geographies that otherwise would not be possible without a CMF Award. 		The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on geographic and income targets.

Community Engagement and Strategy Alignment

Question 23 – Community Partnerships		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
Describe partnerships with other organizations (e.g., housing developers, lenders, community organizations) that will enhance the Applicant’s strategy and impact for Low-Income Families and help the Applicant to address priorities of the CDFI Fund.	All Applicants using a Consortium Approach are asked to provide an individual response.	<p>Use this narrative response to reinforce how the Consortium members plan to work together. Also describe key partnerships that exist between you and other organizations that may, or may not, be part of the Consortium.</p> <p>The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on community partnerships.</p>

Question 24 – Economic Development Activities (if proposed in Q.9(c))		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. If the Applicant intends to finance Economic Development Activities (EDA), describe how the Applicant will ensure that its activities are certified as being part of a <u>Concerted Strategy</u> to stabilize or revitalize a Low-Income Area or Underserved Rural Area “In Conjunction With Affordable Housing.”</p> <p>b. Describe how the planned EDA will serve nearby residents of affordable housing.</p>	Applicants using a Consortium Approach members are asked to provide an individual response.	The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on serving underserved areas.

Rural Areas

Question 25 – Rural Areas		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. Indicate the percentage of CMF Award dollars that the Applicant is willing to commit to deploy in Rural Areas:</p>	<p>Each Applicant using a Consortium Approach is asked to provide its own percentage.</p>	<p>This question relates to a percentage of your organization’s CMF Award Request rather than number of projected units and it therefore scored individually.</p> <p>Applications are encouraged but not required to invest in Rural Areas.</p>
<p>b. If the response to Q.25(a) is greater than 0%, briefly describe the Applicant’s track record of serving Rural Areas. Be sure to indicate:</p> <ul style="list-style-type: none"> • Both in dollar amount and as a percentage of the Applicant’s overall activities, the amount of loans, investments or related activities the Applicant has undertaken in Rural Areas. • Experience with the type of housing that will be financed—e.g., manufactured housing, single family, multifamily, etc. 	<p>Applicants using a Consortium Approach are asked to provide an individual response.</p>	<p>Describe your track record and experience.</p> <p>Applicants will be evaluated individually and receive an individual score on the subject.</p>
<p>c. Based on the Applicant’s activity over the last five years, provide the following information on the total housing units produced located in <u>Rural Areas</u>:</p> <ul style="list-style-type: none"> • Total project costs financed/supported; and • Total units produced 	<p>Each Applicant using a Consortium Approach is asked to provide its own data.</p>	<p>Be sure your response reflects your experience.</p> <p>Applicants will be evaluated individually and receive an individual score on the subject.</p>

Part 3: Organization Capacity

Question 26 – Key Personnel		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
Complete Appendix 5 for key personnel that will be involved in managing the CMF Award. Applicants will be able to list up to 10 individuals. Select the individuals that will be most important in managing the CMF Award.	Each Applicant using a Consortium Approach is asked to provide its own information.	Describe your key personnel in Appendix 5. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on key personnel.

Question 27 – Previous Awards		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
a. Appendix 6 will list previous awards from the CDFI Fund received by the Applicant and any Affiliates.	Each Applicant’s information is auto-generated.	Applicants will be evaluated individually and receive an individual score based on previous federal award management.
<p>b. If the Applicant has received any Federal awards in the past three years, discuss the following:</p> <ul style="list-style-type: none"> Briefly describe the Applicant’s experience managing Federal awards in the last three years, including the number, dollar amount and types of awards managed. Include all grants that have federal award requirements, including any federal awards managed by the Applicant that may be received as a sub-grant or managed as a pass-through grant. Indicate if the Applicant or its Affiliates have been deemed noncompliant with a Federal award (other than a CDFI Fund Award), experienced any significant compliance issues or received a finding as the result of an Office of Inspector General (OIG) audit in the past three years. 	Each Applicant using a Consortium Approach is asked to provide its own response.	<p>Discuss only your award experience.</p> <p>Applicants will be evaluated individually and receive an individual score based on previous federal award management.</p>

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<ul style="list-style-type: none"> If the Applicant did not receive any Federal awards in the past three years, discuss any other experience that the Applicant has in administering awards from other entities (e.g., state or local governments, foundations, etc.), particularly large monetary awards with substantial compliance requirements and describe how this experience will enable the Applicant to successfully administer a CMF Award. 		
<p>c. Is the Applicant or any Affiliates currently the subject of an unresolved audit or investigation by the OIG or equivalent related to previous federal awards?</p>		<p>If you are a CMF Recipient with an Award in the past five rounds, discuss only your organization’s deployment progress.</p> <p>Applicants will be evaluated individually and receive an individual score based on previous award management.</p>
<p>d. If the Applicant or its Affiliates have received a CMF Award in one or more of the past five rounds, discuss your progress in deploying your past CMF Awards. Indicate how much of each CMF Award has been Committed and disbursed to Projects/borrowers as of the Application submission date. Also, indicate if any Projects under these Awards have achieved Project Completion.</p>		
<p>The table below Q.27(d) in the on-screen Application in AMIS lists the current summary of unit completion and outstanding units to be completed by the Applicant under existing CMF Assistance Agreements (i.e., past CMF Awards). The table included the following data points: Award Control Number, CMF Award Year, CMF Award Amount, Production Goal (# Units), Total Units Reported to Date, Percentage of Goal Completed, and Created Date.</p>		

Question 28 – Financial Health		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>a. Enter the Applicant’s relevant financial data in Appendix 7. Note which fields are relevant for the Applicant entity strategy.</p>	<p>Each Applicant using a Consortium Approach is asked to provide its own information.</p>	<p>Applicants will be evaluated individually and receive an individual score on financial health.</p>
<p>b. Do any of the Applicant’s Audits for the three (3) most recent historic fiscal years prior to the publication date of the NOFA indicate a negative Net Income?</p>		
<p>c. Do any of the Applicant’s Audits for the three (3) most recent historic fiscal years prior to the publication date of the NOFA include an opinion other than Unqualified/Unmodified?</p>		
<p>d. Do any of the Applicant’s Audits for the three (3) most recent historic fiscal years prior to the publication date of the NOFA include a “going-concern paragraph” or qualification?</p>		

Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
e. Do any of the Applicant’s Audits for the three (3) most recent historic fiscal years prior to the publication date of the NOFA, including any Single Audits for any of these 3 years, contain repeated findings of reportable conditions?		
f. Do any of the Applicant’s Audits for the three (3) most recent historic fiscal years prior to the publication date of the NOFA, including any Single Audits for any of these 3 years, indicate material weaknesses in internal controls?		
g. Is the Applicant currently delinquent with respect to any obligations owed by the Applicant to an investor or lender?		
h. Has the Applicant ever filed for bankruptcy or otherwise defaulted on financial obligations to a third party?		
If responding “Yes” to any of the questions above, indicate the Applicant’s fiscal year(s) in which the above occurred, and describe the circumstances and corrective action(s) taken.		
<p>i. Provide a narrative responding to the following questions on the Applicant’s financial health:</p> <ul style="list-style-type: none"> • Discuss your organization’s financial health over the past three (3) most recent historic fiscal years prior to the publication date of the NOFA, noting key trends and circumstances and how they shape organizational performance and business strategy. • Be sure to discuss any recent material changes to the Applicant’s financial health that are not reflected in the audited financial statement for the most recent historic fiscal year. • Acknowledge any other areas of material weakness and/or deficiencies in the Applicant’s financial health, viability, and capacity as well as financial statement and Single Audit findings, as applicable. Discuss how the Applicant is trying to improve in those areas. 		

Question 29 – Portfolio Health		
Question Text	Guidance for Consortium Applicants	Consortium-Specific Question Tips
<p>Discuss the Applicant’s portfolio performance. Describe key trends or changes in the portfolio for the three (3) most recent historic fiscal years prior to the publication date of the NOFA, and the current fiscal year-to-date.</p> <p>For Applicants that are using a financing Entity Approach:</p> <p>Discuss the Applicant’s loan/equity portfolio. Refer to relevant loan/equity portfolio data entered in Table E. Explain any weaknesses, especially those related to delinquencies or net loan losses and discuss how the Applicant is trying to improve in those areas and the impact of current market conditions. Compare the Applicant’s performance with industry benchmarks where appropriate.</p> <p>For Applicants that are using an affordable housing developer/manager approach:</p> <p>Discuss the Applicant’s property portfolio, as applicable. Compare the Applicant’s performance with industry benchmarks where appropriate.</p> <ul style="list-style-type: none"> • For rental, explain any weaknesses, especially around low Net Operating Income (NOI), high vacancy rates, the impact of current market conditions, etc. Refer to the relevant portfolio data entered in Table F as applicable. • For Homeownership development/rehabilitation, for the three (3) most recent historic fiscal years prior to the publication date of the NOFA, provide performance data, and address all of the following: 1) portfolio-level statistics related to average days on the market; 2) comparative locality benchmark averages for average days on the market; and 3) annual sales volume in terms of units sold. Explain any weaknesses, especially around sales performance, inventory, the impact of current market conditions, etc. 	<p>Each Applicant using a Consortium Approach is asked to provide its own information.</p>	<p>Applicants will be evaluated individually and receive an individual score based on portfolio performance.</p>

Appendix 1: Financing Products

Instructions for Completing Appendix 1

Applicants using a Consortium Approach should only list their organization’s products.

Appendix 1: Financing Activities/Products		
AMIS Field Name	Guidance for Consortium Applicants	Consortium-Specific Question Tips
Description	Applicants using a Consortium Approach are asked to provide their own response.	The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on strategy.
Activity Type(s)		
Tenure Type		
Maximum Loan Amount		
Estimated Minimum Interest Rate		
Estimated Maximum Interest Rate		
Estimated Average Interest Rate		
Comparative Average Interest Rate		
Amortization Period		
Term		
Fees		
Security Position (1 st , 2 nd , etc.)		

Appendix 2: Track Record and Projections

Table A1: Track Record by Housing/Economic Development Activity Type:

Enter your own track record. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.

Table A1 – Track Record by Activity Type			
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2018-2022)
New Development Cost (Rental)	Enter your organization’s track record data.	Currency	\$ _____
New Development Units (Rental)		Numeric	_____
Rehabilitation and/or Preservation Cost (Rental)		Currency	\$ _____
Rehabilitation and/or Preservation Units (Rental)		Numeric	_____
Total Rental Housing Costs	Totals for rental housing costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Rental Housing Units	Totals for rental housing units will be auto-calculated in this row.	Auto-Calculated	_____
New Development Cost (HO)	Enter your organization’s track record data.	Currency	\$ _____
New Development Units (HO)		Numeric	_____
Rehabilitation Cost (HO)		Currency	\$ _____
Rehabilitation Units (HO)		Numeric	_____
Mortgage Finance, Refinance and/or Purchase Assistance Cost		Currency	\$ _____
Mortgage Finance, Refinance and/or Purchase Assistance Units		Numeric	_____
Total Homeownership Costs	Totals for Homeownership costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Homeownership Units	Totals for Homeownership units will be auto-calculated in this row.	Auto-Calculated	_____
Community Service Facilities Costs	Enter your organization’s track record data.	Currency	\$ _____
Community Service Facilities Units		Numeric	_____
Commercial Econ. Dev. Activities Costs		Currency	\$ _____
Commercial Econ. Dev. Activities Units		Numeric	_____
Total Economic Development Costs	Total Economic Development Activity costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Economic Development Units	Total Economic Development Activity units will be auto-calculated in this row.	Auto-Calculated	_____
Total Cost	Total costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Units	Total units will be auto-calculated in this row.	Auto-Calculated	_____

Table A2: Projected Housing/Economic Development Activity Type:

All members of the Consortium must submit their unique data for Table A2. The Projected Activity should reflect only the CMF activity proposed by your organization.

Table A2 – Projected Activity Type			
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2023-2027)
New Development Cost (Rental)	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.	Currency	\$ _____
New Development Units (Rental)		Numeric	_____
Rehabilitation and/or Preservation Cost (Rental)		Currency	\$ _____
Rehabilitation and/or Preservation Units (Rental)		Numeric	_____
Total Rental Housing Costs	Totals for rental housing costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Rental Housing Units	Totals for rental housing units will be auto-calculated in this row.	Auto-Calculated	_____
New Development Cost (HO)	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.	Currency	\$ _____
New Development Units (HO)		Numeric	_____
Rehabilitation Cost (HO)		Currency	\$ _____
Rehabilitation Units (HO)		Numeric	_____
Mortgage Finance, Refinance and/or Purchase Assistance Cost		Currency	\$ _____
Mortgage Finance, Refinance and/or Purchase Assistance Units		Numeric	_____
Total Homeownership Costs	Totals for Homeownership costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Homeownership Units	Totals for Homeownership units will be auto-calculated in this row.	Auto-Calculated	_____
Community Service Facilities Costs	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.	Currency	\$ _____
Community Service Facilities Units		Numeric	_____
Commercial Econ. Dev. Activities Costs		Currency	\$ _____
Commercial Econ. Dev. Activities Units		Numeric	_____
Total Economic Development Costs	Total Economic Development Activity costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Economic Development Units	Total Economic Development Activity units will be auto-calculated in this row.	Auto-Calculated	_____
Total Cost	Total projected costs will be auto-calculated in this row.	Auto-Calculated	\$ _____
Total Units	Total projected units will be auto-calculated in this row.	Auto-Calculated	_____

Table B1: Track Record of Housing Units Production by Income Levels:

Enter your own track record. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.

Table B1 – Track Record Housing Unit Production by Income Levels			Response	Response	Calculation
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2018-2022) In an AED	5 Year Total (2018-2022) <u>Not</u> in an AED	5 Year Total (2018-2022) TOTAL
Rental Housing					
0-30% AMI Units	Enter your organization’s track record data.	Numeric	_____	_____	Auto-Calculated
31-50% AMI Units		Numeric	_____	_____	Auto-Calculated
51-80% AMI Units		Numeric	_____	_____	Auto-Calculated
81-120% AMI Units		Numeric	_____	_____	Auto-Calculated
Total Rental Housing Units		Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Percentage of Rental Units Restricted to Very Low Income and Below		Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Rental Units in High Opportunity Areas (up to 120% AMI)		Numeric	_____	_____	Auto-Calculated
Homeownership Housing					
0-30% AMI Units	Enter your organization’s track record data.	Numeric	_____	_____	Auto-Calculated
31-50% AMI Units		Numeric	_____	_____	Auto-Calculated
51-80% AMI Units		Numeric	_____	_____	Auto-Calculated
81-120% AMI Units		Numeric	_____	_____	Auto-Calculated
Total Homeownership Units	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Percentage of Homeownership Units Restricted to Low Income and Below	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
All Housing					
Total - All Housing Units	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Homeownership Housing Calculations					
Number of the Homeownership units located in Areas of Economic Distress restricted to Families with incomes above 80% and no greater than 120% AMI					Auto-Calculated
Number of the Homeownership units restricted to Low Income Families (80% AMI and below)					Auto-Calculated
Total Homeownership LI/AED Qualifying Units					Auto-Calculated
Homeownership units restricted to LI (80% of AMI or below) AND Homeownership units located in AEDs restricted to Families with incomes above 80% and no greater than 120% AMI (% of Total Homeownership Units)					Auto-Calculated

Table B2: Projected Housing Units Production by Income Levels:

Applicants using a Consortium Approach are asked to submit their unique data for Table B2. The Projected Activity should reflect only the CMF activity you propose.

Table B2 – Projected Housing Units Production by Income Level			Response	Response	Calculation
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2023-2027) In an AED	5 Year Total (2023-2027) - Not in an AED	5 Year Total (2023-2027) TOTAL
Rental Housing					
0-30% AMI Units	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.	Numeric	_____	_____	Auto-Calculated
31-50% AMI Units		Numeric	_____	_____	Auto-Calculated
51-80% AMI Units		Numeric	_____	_____	Auto-Calculated
81-120% AMI Units		Numeric	_____	_____	Auto-Calculated
Total Rental Housing Units		Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Percentage of Rental Units Restricted to Very Low Income and Below		Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Rental Units in High Opportunity Areas (up to 120% AMI)		Numeric	_____	_____	Auto-Calculated
Homeownership Housing					
0-30% AMI Units	Applicants using a Consortium Approach are asked provide their own data specific to their pipeline and projections.	Numeric	_____	_____	Auto-Calculated
31-50% AMI Units		Numeric	_____	_____	Auto-Calculated
51-80% AMI Units		Numeric	_____	_____	Auto-Calculated
81-120% AMI Units		Numeric	_____	_____	Auto-Calculated
Total Homeownership Units	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Percentage of Homeownership Units Restricted to Low Income and Below	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
All Housing					
Total - All Housing Units	This field will be auto-calculated.	Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated
Homeownership Housing Calculations					
Number of the proposed Homeownership units located in Areas of Economic Distress restricted to Families with incomes above 80% and no greater than 120% AMI					Auto-Calculated
Number of the proposed Homeownership units restricted to Low Income Families (80% AMI and below)					Auto-Calculated
Total Proposed Homeownership LI/AED Qualifying Units					Auto-Calculated
Proposed Homeownership units restricted to LI (80% of AMI or below) AND Homeownership units located in AEDs restricted to Families with incomes above 80% and no greater than 120% AMI (% of Total Homeownership Units) <i>(This must equal value entered in Question 22(c))</i>					Auto-Calculated
Percentage of Rental Units Restricted to Very Low Income and Below 5 Year Total (2023-2027) <i>(This must equal value entered in Question 21(a))</i>					Auto-Calculated

Table C1: Track Record of Financing Activities/Products (to be completed by Financing Entity Approach only):

Enter your own track record. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on track record.

Table C1 – Track Record by Financing Activities/Products			
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2018-2022)
Predevelopment	Enter your organization’s track record data.	Currency	\$ _____
Acquisition		Currency	\$ _____
Construction		Currency	\$ _____
Bridge Loans or Similar Short Term		Currency	\$ _____
Permanent Financing (1 st)		Currency	\$ _____
Permanent Financing (2 nd or Lower)		Currency	\$ _____
Refinancing		Currency	\$ _____
Loan Loss Reserves or Loan Guarantees		Currency	\$ _____
Equity		Currency	\$ _____
Down payment/Closing Cost Assistance		Currency	\$ _____
Total Financing Deployment	Will sum automatically in AMIS.	Auto-Calculated	\$ _____

Table C2: Projected CMF Financing Activities/Products (to be completed by Financing Entity Approach only):

Applicants using a Consortium Approach are asked to submit their unique data for Table C2. The Projected Activity should reflect only the CMF activity proposed by you.

Table C2 – Projected CMF Financing Activities/Products			
AMIS Field Name	Consortium-Specific Question Tips	Field Type	5 Year Total (2023-2027)
Predevelopment	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.	Currency	\$ _____
Acquisition		Currency	\$ _____
Construction		Currency	\$ _____
Bridge Loans or Similar		Currency	\$ _____
Permanent Financing (1 st)		Currency	\$ _____
Permanent Financing (2 nd or Lower)		Currency	\$ _____
Refinancing		Currency	\$ _____
Loan Loss Reserves or Loan Guarantees		Currency	\$ _____
Equity		Currency	\$ _____
Down payment/Closing Cost Assistance		Currency	\$ _____
Total Deployment	AMIS will sum the fields automatically.	Auto-Calculated	\$ _____

Appendix 3: Project Pipeline and Sources:

Appendix 3a

Applicants using a Consortium Approach are asked to submit their unique pipeline for Appendix 3a.

Appendix 3a: Project Pipeline										
Pipeline/Uses	Project Name and Description	Location (City, State)	Deal Stage (Picklist: Inquiry, Initial Due-Diligence, Underwriting/Securing/Financing, or Final Approvals/Closing)	Project Type (Picklist: HO/Rental/EDA)	Start Year	Year Complete	Total Units	Total CMF Units (120% AMI or below)	Total Project Costs	Eligible Project Costs
Project 1	Applicants using a Consortium Approach are asked to provide their own data specific to their pipeline and projections.								\$	\$
Project 2									\$	\$
Project 3									\$	\$
Project 4									\$	\$
Project 5									\$	\$
Project 6									\$	\$
Project 7									\$	\$
Project 8									\$	\$
Total for additional projects, including projects not yet identified									\$	\$
TOTALS							Auto-Calculated	Auto-Calculated	Auto-Calculated	Auto-Calculated

Appendix 3b:

Applicants using a Consortium Approach are asked to enter their own sources data for Appendix 3b.

Appendix 3b: Sources					
	Early Stage Financing or Loan Loss Reserve/Guarantee	Permanent Financing	Total		
CMF Award	<i>Must equal amount entered in Q.2(a)</i>		Auto-Calculated		
Short Term CMF Financing Repaid/Taken Out by or before Permanent Financing			Auto-Calculated		
Subtotal of Net CMF Financing			Auto-Calculated		
Sources Secured or Received					
Private Financial Institution Debt/Equity (Legal Commitment or Received)	Applicants using a Consortium Approach are asked to provide their own leverage data specific to their pipeline and projections.		Auto-Calculated		
Private Philanthropic/Foundation (Legal Commitment or Received)			Auto-Calculated		
Debt or Equity from the Applicant/Affiliates (Legal Commitment or Approval)			Auto-Calculated		
Low Income Housing Tax Credit (Awarded)			Auto-Calculated		
Tax Exempt Bonds (Issued)			Auto-Calculated		
Federal Home Loan Bank (Legal Commitment, Awarded or Received)			Auto-Calculated		
State Tax Credits (Awarded)			Auto-Calculated		
Other Private (Legal Commitment or Received)			Auto-Calculated		
Public Funds (other than CMF Award)			Auto-Calculated		
Subtotal of Secured Leverage			Auto-Calculated	Auto-Calculated	Auto-Calculated
Secured Short Term Financing Repaid/Taken Out by or before Permanent Financing			Auto-Calculated		
Subtotal of Net Secured Leverage			Auto-Calculated		
Sources Anticipated/Projected					
Private Financial Institution Debt/Equity	Applicants using a Consortium Approach are asked to provide their own leverage data specific to their pipeline and projections.		Auto-Calculated		
Private Philanthropic/Foundation			Auto-Calculated		
Debt or Equity from the Applicant/Affiliates			Auto-Calculated		
Low Income Housing Tax Credit			Auto-Calculated		
Tax Exempt Bonds			Auto-Calculated		
Federal Home Loan Bank			Auto-Calculated		
State Tax Credits			Auto-Calculated		
Other Private			Auto-Calculated		
Public Funds (other than CMF Award)			Auto-Calculated		
Reinvested CMF Award			Auto-Calculated		
Reinvested Enterprise Capital			Auto-Calculated		
Subtotal of Anticipated/Projected Leverage			Auto-Calculated	Auto-Calculated	Auto-Calculated
Short Term Projected Financing Repaid/Taken Out by or before Permanent Financing					Auto-Calculated
Subtotal of Net Anticipated/Projected Leverage					Auto-Calculated
TOTAL SOURCES			Auto-Calculated		
TOTAL NET SOURCES/ELIGIBLE PROJECT COSTS			Auto-Calculated		

Appendix 4: Enterprise-Level Sources of Leverage

Applicants using a Consortium Approach are asked to enter their own data in Appendix 4.

Enterprise-Level Sources of Leverage			
AMIS Field Name	Response	Consortium-Specific Question Tips	Field Type
Name of Investor	_____	Applicants using a Consortium Approach are asked to provide their own Enterprise-Level Leverage data specific to their pipeline and projections.	Text
Dollar Amount Sought	\$ _____		Currency
Previous Investor	Yes/No		Picklist
Related to Applicant	Yes/No		Picklist
Type of Financing	Debt/Equity/Grant		Picklist
Status of Request	Funds Received / Legal Commitment / Term Sheet / Letter of Interest / Application Pending / Estimate		Picklist
Est. Date of Receipt of Funds	Date		Date

Appendix 5: Key Personnel

Enter your own data related to your own key personnel. The CDFI Fund will combine and collectively review the responses for all members of the Consortium. Applicants will be evaluated as a Consortium and receive the same score on key personnel.

Key Personnel	
AMIS Field Name	Consortium-Specific Question Tips
Name	Enter your organization's personnel information.
Title	
Firm	
Years in the Field	
Years with Applicant	
Position Held with Applicant	
Duties to be Performed for the Applicant	
Description of Key Staff Qualifications	
Description of Individuals' Role in Managing the CMF Award	

Appendix 6: Previous CDFI Fund Awards/Allocations

These tables are auto-generated. They provide data on your organization alone, and do not include other members of the Consortium.

Previous CDFI Fund Awards/Allocations	
AMIS Field Name	Consortium-Specific Question Tips
Organization Name	Your organization's information will be auto-generated.
Year	
Program Name	
Award/Allocation Amount	
Award Name	
Control Number	

Previous CDFI Fund Bond Guarantee Program Loan Agreements	
AMIS Field Name	Consortium-Specific Question Tips
Organization Name	Your organization's information will be auto-generated.
Year	
Program Name	
Bond Guarantee Amount	
Award Name	
Control Number	

Appendix 7: Application Financial Data

Enter data only for your organization in all of Appendix 7's tables.

Table D – Applicant Financial Data:

Table D – Applicant Financial Data		Responses (by Fiscal Year)		
AMIS Field Name	Consortium-Specific Question Tips	Financial Data-1	Financial Data-2	Financial Data-3
Fiscal Year	Enter your organization's information.	Auto-generated	Auto-generated	Auto-generated
Financial Data Type		Audited or Unaudited	Audited or Unaudited	Audited or Unaudited
Financial Data Consolidation		Consolidated or Unconsolidated	Consolidated or Unconsolidated	Consolidated or Unconsolidated
Single Audit Required?		Yes or No	Yes or No	Yes or No
Assets				
Cash Restricted for Operations (\$)	Enter your organization's information.	\$ _____	\$ _____	\$ _____
Unrestricted Cash and Cash Equivalents (\$)		\$ _____	\$ _____	\$ _____
Other Real Estate Owned (OREO) (\$)		\$ _____	\$ _____	\$ _____
Current Assets (\$)		\$ _____	\$ _____	\$ _____
Allowance for Loan and Lease Losses (\$)		\$ _____	\$ _____	\$ _____
Total Assets (\$)		\$ _____	\$ _____	\$ _____
Liabilities				
Current Liabilities (\$)	Enter your organization's information.	\$ _____	\$ _____	\$ _____
Total Liabilities (\$)		\$ _____	\$ _____	\$ _____
Net Assets (Net Worth)				
Unrestricted Net Assets (\$)	Enter your organization's information.	\$ _____	\$ _____	\$ _____
Total Net Assets (\$) or Equity		\$ _____	\$ _____	\$ _____
Net Worth (Credit Union Applicants Only) (\$)		\$ _____	\$ _____	\$ _____
Tier 1 Capital (Bank Applicants Only) (\$)		\$ _____	\$ _____	\$ _____
Available Financing Capital (\$)		\$ _____	\$ _____	\$ _____
Total Financing Capital (\$)		\$ _____	\$ _____	\$ _____
Revenue and Expenses				
Interest Revenue (\$)		\$ _____	\$ _____	\$ _____

Table D – Applicant Financial Data		Responses (by Fiscal Year)		
AMIS Field Name	Consortium-Specific Question Tips	Financial Data-1	Financial Data-2	Financial Data-3
Fee/Rental Revenue (\$)	Enter your organization's information.	\$ _____	\$ _____	\$ _____
Earned Revenue (\$)		\$ _____	\$ _____	\$ _____
Operating Revenue (\$)		\$ _____	\$ _____	\$ _____
Government Grants (\$)		\$ _____	\$ _____	\$ _____
Total Revenue (\$)		\$ _____	\$ _____	\$ _____
Interest Expense (\$)		\$ _____	\$ _____	\$ _____
Operating Expense (\$)		\$ _____	\$ _____	\$ _____
Non-cash Expenses (\$)		\$ _____	\$ _____	\$ _____
Total Expenses (\$)		\$ _____	\$ _____	\$ _____

Table E – Loan/Equity Portfolio (Required for Financing Entity Approach)

Table E – Loan/Equity Portfolio				
AMIS Field Name	Consortium-Specific Question Tips	Financial Data-1	Financial Data-2	Financial Data-3
Loan and Investment Portfolio				
Fiscal Year	Auto-generated	Auto-generated	Auto-generated	Auto-generated
Total On-Balance Sheet Loan Portfolio (\$)	Enter your organization's information.	\$ _____	\$ _____	\$ _____
Total On-Balance Sheet Loan Portfolio (#)		_____	_____	_____
Commitments (\$)		\$ _____	\$ _____	\$ _____
Commitments (#)		\$ _____	\$ _____	\$ _____
Total Charge-offs (\$)		\$ _____	\$ _____	\$ _____
Total Charge-offs (#)		_____	_____	_____
Troubled Debt Restructuring (\$)		\$ _____	\$ _____	\$ _____
Troubled Debt Restructuring (#)		_____	_____	_____
Recoveries (\$)		\$ _____	\$ _____	\$ _____
Recoveries (#)		_____	_____	_____
Loans 90 Days (or more) Past Due (\$)		\$ _____	\$ _____	\$ _____
Loans 90 Days (or more) Past Due (#)		_____	_____	_____
Loans Delinquent 61 to 89 days (\$)		\$ _____	\$ _____	\$ _____
Loans Delinquent 61 to 89 days (#)		_____	_____	_____
Total Equity Investments Portfolio (\$)		\$ _____	\$ _____	\$ _____
Total Equity Investments Portfolio (#)		\$ _____	\$ _____	\$ _____

Table F – Property Portfolio (Required for affordable housing developers/managers approach)

Question	Response	Consortium-Specific Question Tips
Does the Applicant with an affordable housing developer/manager approach have a rental property portfolio under management?	Yes/No	<p>Only Applicants who respond “Yes” to this question will be able to complete Table F.</p> <p>If proposing Homeownership and not rental, please select “No.” Your property portfolio under management should be described in Question 29 and Table F should not be completed.</p>

Table F – Property Portfolio (Developers of Rental Property Only)				
AMIS Field Name	Consortium-Specific Question Tips	Financial Data-1	Financial Data-2	Financial Data-3
Fiscal Year	Auto-generated.	Auto-generated	Auto-generated	Auto-generated
Total Number of Properties	Enter your organization’s information.	_____	_____	_____
Total Number of Units in the Portfolio		_____	_____	_____
Average Vacancy Rate for Portfolio		_____ %	_____ %	_____ %
Total Percentage of Rent Collected for Portfolio		_____ %	_____ %	_____ %
Total NOI for Portfolio		\$ _____	\$ _____	\$ _____
Total DCR for Portfolio		_____	_____	_____
Total Properties with HUD REAC Score Below 60		_____	_____	_____

Appendix 8: AMIS Application Attachments

Each Applicant using a Consortium Approach is required to attach their own individual Application documents.

Appendix 9: Forms and Certifications

Each Applicant using a Consortium Approach is required to attach their own individual forms and certifications.