

COMMUNITY FIRST[®] CAPACITY-BUILDING GRANT PROGRAM

Program Overview:

1. **Program Purpose:** The Community First Capacity-Building Grant Program (the “Program”) is a voluntary grant program of the Federal Home Loan Bank of Chicago (the “Bank” or “FHLBC”) that will provide community development intermediary organizations (“Recipient”) with access to grant funds to be used to build the capacity of their organizations. The uses of the grant funds will support non-profit lenders in economic development and affordable housing. The Program is focused on supporting organizations working at the grassroots level, which are in the best position to identify and respond directly to community needs.

The Bank will review each Application to generally assess the strength of the organization in meeting its mission and objectives, particularly the strength of its lending programs, geographic footprint, and nexus to the Bank’s member institutions. The grant funds for general operations are to support the long-term organizational sustainability for those organizations that have strong, well-managed loan programs. The Bank will evaluate how the impact of the proposed use of funds will build the capacity of the organization.

2. **Qualified Organization:** The Recipient must be a non-profit and non-governmental entity with a primary mission of community development, focusing on serving low-income, low-wealth, and other disadvantaged people and communities. The Recipient must be primarily a financing organization that provides affordable, responsible financial products and services. The Recipient’s financing programs and, if applicable, its technical assistance programs must support small businesses, for-profit and non-profit real estate and affordable housing developers, non-profit organizations looking for facility or operating capital, and low-income individuals looking for financing to purchase or rehabilitate their homes.

The Program will target Recipients that support affordable housing and/or economic development programs in the Bank’s district of Illinois and Wisconsin. This may include regional and national organizations with a footprint in the District. If the Recipient is part of, or controlled by, another corporation(s), that corporation also must have a primary mission of community development.

Specific types of Recipients include non-depository community development financial institutions (CDFIs), community development loan funds (CDFLs), and community development corporations (CDCs).

3. **Member Limits:** Members may submit multiple applications on behalf of different organizations. Initially, there will be no member limit. However, the Bank retains the right to limit funds to any one member.
4. **Eligible Uses:** The grants are eligible to be used by Recipients to build their financial strength, operational capacity, and human capital to support their mission. They may seek funding to expand their operational capacity, to develop a new product or products for their diverse borrowers, or to pay for certain operational expenses.

Proposed uses of grant funding include, but are not limited to:

- Market research to expand existing programs within the scope of the Recipient’s mission

- Professional development of staff
- Creation or improvement of lending policies and procedures
- Creation or expansion of strategic plan
- Enhancements to information systems
- Improvements to lending portfolio and financial reporting, including lending and financial projections
- Enhancements to mission-related outcomes reporting

5. **Application Submission:** To submit the completed application, a representative from the member must email it to ci@fhlbc.com between April 3 and May 5.

Only a properly completed application will be considered for a grant. Applications will not be considered if submitted prior to the program start date.

Each application should include:

- Certificate of Good Standing from the proposed Recipient's state of incorporation
- Evidence of the proposed Recipient's non-profit status

6. **Program Effective Dates:**

- Application Start Date: April 3, 2017 at 9:00 a.m.
- Application End Date: May 5, 2017 at 5:00 p.m.
- If applicable: Request for Proposal Start Date: June 2, 2017 9:00 a.m.

7. **Questions:** Please contact Brigitte Wilson at (312) 552-2696 or bwilson@fhlbc.com with any questions.

2017 COMMUNITY FIRST[®] CAPACITY-BUILDING GRANT APPLICATION FORM

The *Community First[®] Capacity-Building Grant Program* was established to provide community development intermediary organizations with access to grant funds to be used to build the capacity of their organizations that support the economic development and affordable housing needs of the Seventh District. To submit the completed application, a representative from the member must email it to ci@fhlbc.com between April 3 and May 5.

RECIPIENT INFORMATION

Organization: _____

Contact Person: _____

Complete Address: _____

Telephone: _____

Email Address: _____

Website: _____

MEMBER INFORMATION

Institution: _____

Contact Person: _____

Complete Address: _____

Telephone: _____

Email Address: _____

GRANT REQUEST

Amount Requested: _____

Cannot exceed \$100,000

NARRATIVE

Describe your recommended recipient’s mission, a brief history, and accomplishments.

Describe your recommended recipient’s proposed use of funds.

Describe your recommended recipient’s expected outcomes.

SIGNATURES

Member Signature(s)

Authorized Signature*	Date
Name of Authorized Person	Title
Authorized Signature (Optional)	Date
Name of Authorized Person (Optional)	Title

*Note: This form must be signed on behalf of the member by one or more authorized signers, in accordance with the member’s authorizations on file with the Bank.

Recommended Recipient Signature

Authorized Signature	Date
Name of Authorized Person	Title

Each application should include:

- Certificate of Good Standing from the proposed Recipient’s state of incorporation
- Evidence of the proposed Recipient’s non-profit status