

## Using the AFI Resource Center

The AFI Resource Center ensures that all AFI grantees have quick access to the assistance they need for designing and administering effective projects—and ensures that participants succeed in becoming long-term asset owners. The Resource Center strives to be highly responsive to grantees' requests for assistance and flexible in providing assistance, advice, and other support. Please do not hesitate to contact the Resource Center with questions and requests about your AFI Project!

Email: [afiprogram@acf.hhs.gov](mailto:afiprogram@acf.hhs.gov)  
Tel: 202-401-4626  
Fax: 202-401-5718  
Web site: <http://www.acf.hhs.gov/assetbuilding>

Here are just a few examples of how the AFI Resource Center can help your AFI Project:

- Consult with AFI Program staff in developing policies and procedures for your AFI Project.
- Help your staff analyze current approaches for recruiting participants, spotting strengths and weaknesses, and, if needed, developing new strategies for approaching new target markets.
- Provide “outside” expert opinions about your project’s overall design, including key features, such as savings period, savings match rate, and asset purchase procedures.
- Advise on steps for building strong relationships with financial partners, such as developing a plan for negotiating with banks or credit unions to hold the Project Reserve Account and participant Individual Development Accounts (IDAs).
- Review staffing and resource issues, including any stumbling blocks, and help to create a long-term strategy for developing an organization’s overall capacity to manage the AFI Project.
- Facilitate vital meetings with program partners—including the financial partners, funders, and others.
- Assist with using the AFI<sup>2</sup> Program Management Tool effectively to lower overall costs of managing your AFI Project.
- Advise project staff on procedures to track information efficiently for the annual data collection and for reporting and overall project management.
- Provide assistance on programmatic topics, such as cost allocation.
- Help present the AFI Program vision to board members, key partners, and funders.