

Community Development Financial Institutions Fund

Institution Level Report Data Release Protocol July 2010

To assure the privacy of Community Development Financial Institutions (CDFIs) and Community Development Entities (CDEs), the CDFI Fund has designed a set of procedures to protect the privacy of these organizations while maintaining the integrity of these datasets. To that end, several steps are taken to protect the identity of these respondents. Our objective is to make the widest array of this information available without revealing the identities of CDFIs, CDEs, investors, or individual projects funded by CDFIs or CDEs.

Data Suppressed for All Organizations

The following data will be suppressed:

- Name, telephone number and email address of the Person Responsible for Completing the Survey.
- Responses to open-ended questions.
- Data collected solely to evaluate a CDFI Program awardees' compliance with its assistance agreement.
- Data collected solely for internal CDFI Fund purposes.
- Summary financial ratios calculated by the Community Investment Impact System (CIIS).

In addition, any data the CDFI Fund determines to be erroneous that cannot be replaced with a correct response obtained from the reporting entity shall be suppressed. Examples include typographical errors and responses that, in the CDFI Fund's judgment, are grossly inconsistent with the majority of the CDFI's data.

Below is a detailed description of which data fields in each section are provided and how, if applicable, they are masked. For a complete list of data definitions, see "FY 2009 CDFI Institution Level Report Instructions for CIIS 7.0, September 10, 2009" and "FY 2009 Allocatee Institution Level Report Instructions, CIIS 7.0, September 10, 2009" posted on the CDFI Fund's website at http://www.cdfifund.gov/what_we_do/ciis.asp.

Below is a detailed description of which data fields will be suppressed or modified. Note that these procedures will be different for different versions of CIIS as variables are added and modified.

I. Organizational Information

A. Basic Information

Four data points not submitted by the organization to CIIS are added to the data set: 1) Organization ID for Public Release. This unique identification number is not the same as the Fund's internal Organization ID number and will remain constant each time the organization's data is released so that the organization can be tracked over time. The Organization ID for Public Release cannot be used to identify the organization. 2) Report Year, indicating the fiscal year covered by the data; 3) Financial Institution Type (loan fund, bank, etc.); and 4) Organizational Structure (for profit, nonprofit, etc.).

The Date of Organization's Fiscal Year End is suppressed.

Year of Organization's Incorporation and Year Organization Began Financing Activities are provided, but are rounded to decade to mask identity.

B. Organizational Structure/Affiliation

All data are provided without modification except for Charter Number (Credit Union) or FDIC Certification Number (Bank or Thrift). These identification numbers are suppressed because they could be used to identify the organization.

C. Populations and Geography Financed

All data are provided without modification except Native American Community Activities table data. These data are suppressed given the small number of respondents that serve Native American communities and the likelihood that these data could be used to identify an organization.

D. Staff and Consultants

All data are provided without modification.

II. Financial Position

A. Lending/Investment Pool

All data in the investment Capital Table data are provided.

Off Balance Sheet Resources Committed to the Organization for Lending/Investing is provided.

B. Financing Commitments

All data are provided.

C. Summary Balance Sheet

All data are provided.

D. Summary Income and Expense Statement

All data in the section are provided.

III. Financing

A. Financing Questions

All data in the Loans/Investments Closed Table and the Portfolio Outstanding Table are provided.

The Amount of Loans/Investments in Approved Target Market is suppressed because it is collected solely to evaluate a CDFI Program awardees' compliance with its assistance agreement.

All other data in this section are provided.

B. Loan Guarantees

All data are provided.

IV. Community Development Impact

All data in this section are provided.

V. Development Services

All open-ended responses are suppressed.

VI. Individual Development Accounts (IDAs)

All data in this section are provided.

VII. Depository CDFI Offerings

All numeric data in this section are provided.

All Financial Services Offerings responses are provided without modification except for the explanation of other, which is suppressed due to its open-ended response format.

VIII. Data Collection and Tracking Systems

All data in this section were collected for internal CDFI Fund purposes only and are therefore suppressed.

IX. Credit Reporting Agencies Used

All data in this section were collected for internal CDFI Fund purposes only and are therefore suppressed.

X. Survey Feedback

All data in this section were collected for internal CDFI Fund purposes only and are therefore suppressed.

XI. Summary Ratios

All summary ratios are statistics created by CIIS and are therefore suppressed.