



CBO FINANCIAL

Investments. Communities. Revitalization.

EXTERNAL NMTC (Grant) APPLICATION REVIEWER NEEDED

Issue date: February 9, 2012

Due date: March 6, 2012

CBO Financial is seeking external reviewer(s) to assist in the 2012 New Markets Tax Credit (NMTC) application process. The NMTC Program allocates tax credit authority to Community Development Entities (CDEs), which in turn make investments in a variety of businesses and activities in low-income communities across the United States. Since the NMTC Program's inception, the CDFI Fund has made 594 awards allocating a total of \$29.5 billion in tax credit authority to CDEs through a competitive application process.

Qualifications of Reviewers

Well-qualified candidates should possess considerable expertise in community and economic development and finance, encompassing business and real estate development, financing of community-based organizations, the pooling of community development loans for sale to secondary markets, and financial counseling, particularly for small businesses.

Although it would be an added benefit, the reviewer(s) are not required to have NMTC program experience. If needed, CBO Financial can conduct a program overview which will address NMTC program goals, grant application review policies, review procedures, sample reviews, and establish a mutually agreed-upon understanding of the role and responsibilities of reviewer(s).

Reviewer(s) will be expected to evaluate each application twice. There will be an initial review of the CDE's 2011 submittal, and then a secondary review after comments have been incorporated and the application has been updated.

The Reviewer(s) will evaluate the applications using past NMTC application review criteria, including such factors as prior performance of the applicant in funding eligible activities; raising and managing investor funds; capacity, skills, and experience of the management team; proposed deployment of allocated tax credit authority; and community impact of the expected investments. Reviewers will then submit their comments and offer suggestions for improvement to CBO Financial.

It is estimated the reviewer will have in total 4-7 separate applications to review prior to the 2012 NMTC deadline (to be determined, estimated late summer 2012). If application volume is higher than expected, some reviewers may be asked to review additional applications.

How to Apply

If you are interested in serving as a reviewer, you must indicate your interest by submitting an electronic version of your resume, fee requirements, track record of past grant application successes, as well as any additional qualifications deemed relevant to vbokhari@cbofinancial.com. Please write "NMTC Reviewer" in the subject line of your message. You must submit your information no later than March 6, 2012.

Conflicts of Interest

Individuals that are selected will be required to complete non-disclosure agreement. If the reviewer(s) selected also work with the CDFI Fund in the NMTC application review, there will not be a conflict of interest as long as the reviewer(s) offers the CDFI Fund a detailed disclosure upon applying to become a reviewer for their organization.