

New Markets Tax Credit (NMTC) Program Evaluation
Local Official or Other Relevant Community Stakeholder
Case-Style Telephone Discussion Guide

11/25/09

The Community Development Financial Institutions (known as the CDFI Fund) of the U.S. Department of the Treasury is interested in understanding the benefits that the New Markets Tax Credit Program may bring to low-income communities. Towards that end, the CDFI Fund has contracted with the Urban Institute, a non-profit policy research organization based in Washington, DC, to conduct an evaluation of the New Markets Tax Credit program.

The evaluation is focused on a national sample of investments or projects in which New Markets Tax Credits are involved, including (NAME PROJECT USING QALICB AND/OR CDE NAME AND OR OTHER IDENTIFYING INFORMATION) in your community. Projects were selected at random from among all NMTC projects for data collection through telephone interviews with key stakeholders. Our objective is to learn about the (NAME PROJECT), including what it resulted in and whether it is consistent with community and economic needs, trends and strategic plans in (NAME COMMUNITY). The evaluation is not an audit or compliance review and will have no impact whatsoever on (NAME PROJECT).

Your participation in this interview is voluntary but very much appreciated, because it will contribute to a better understanding of how the New Markets Tax Credit program is working.

Be assured that we will follow strict rules to protect your confidentiality. The information you provide will be combined with information we receive from all others who are interviewed, and neither your name, your agency/organization's name, or any other identifying information will be passed along to the CDFI Fund or people associated with (NAME PROJECT), or to others. Your name will not be cited or reported in any way. The CDFI Fund will not know who is participating in these interviews. I anticipate that the call will last about 30 minutes. As we synthesize and analyze the information you share, it would help us to record this call. Again, this recording would only be used by us and not shared with anyone else. Would that be alright with you? I very much appreciate your cooperation.

This survey has been approved by the Office of Management and Budget, as required by the Paperwork Reduction Act of 1995, under OMB control number XXXX-XXXX, which expires on XX/XX/XXXX. The time to complete this information collection and an associated telephone interview is estimated to be 1.25 hours, including time to review instructions, search existing data resources, gather needed data, and complete the survey and interview. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to U.S. Department of the Treasury, Community Development Financial Institutions Fund, XXXXXXXXX, Washington, DC XXXXX.

A. BACKGROUND

- Respondent's organization (if any) and title
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B. STRATEGIC PLAN FOR COMMUNITY/ECONOMIC DEVELOPMENT

- Does jurisdiction have a strategic or comprehensive community and/or economic development plan? *[If yes]:*
 - Organizations/stakeholders involved in putting the plan together
 - Major interests, focus, and uses of the plan
 - Does the strategic or comprehensive community and/or economic development plan target *particular types* of:
 - Areas or neighborhoods?
 - Businesses or institutions—such as: low-income, high-poverty neighborhoods?
 - Business owners—such as minority-owned business enterprises, woman-owned business enterprises, disabled veterans, etc.?
 - Businesses—such as incubators or start-ups in neighborhood commercial areas in need of retail revitalization?
 - Industrial or business sectors?
 - Commercial areas, industrial areas, or areas in need of industrial revitalization?
 - Brownfields sites?
 - Role/importance of strategic or comprehensive community and/or economic development plan in deciding which activities (projects) to pursue or where to pursue them
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C. NAME (Project) AND ITS COMMUNITY CONTEXT

The remainder of this discussion focuses on one particular project within this jurisdiction. It involves the New Markets Tax Credit (NMTC) program. Specifically, the project is (NAME Project)

- Awareness or and familiarity with (NAME Project)?
- Broad community context with respect to (NAME Project) (for example, history, circumstances, issues, competing interests, dominant forces, etc.)

- **Governmental role (if any) with respect to economic and community development issues as it pertains to (NAME Project)**
- **Business climate in the community as it pertains to (NAME Project)**
- **Economic development challenges in (NAME Community/relevant neighborhood)**
- **Role of advocacy community (business or residential), e.g., generally active or passive in issues involving community and economic development**

D. EVOLUTION OF (NAME Project)

- **Description of how (NAME Project) got started, who was involved, including involvement and role, if any, of parties outside of the principals to the project/deal**
- **Consistency with (NAME Community's) strategic community/economic development plan; inclusion of (NAME Project) in the plan**
- **Funding or support for (NAME Project) provided by (NAME Community)—including direct funding or tax abatements, concessions, infrastructure support, etc.**
- **Ability to attract private capital for community/economic development projects or activities to the area in which (NAME Project) is located—at the time (NAME project) was initiated.**
- **(NAME local government's) involvement (if any) in (NAME Project)—e.g., initiated or designed, brought together key parties, provided direct financial support, eminent domain or condemnation proceedings, referrals to other agencies or organizations, etc.**

E. ROLE OF NMTCs

- **What likely would have happened if (NAME Project) had not received NMTCs?**

F. PERCEPTIONS OF (NAME Project)

- **Visibility of (NAME Project) within (NAME Community)**
- **Is (NAME Project) considered a major or minor activity within (NAME Community)?**
- **Is (NAME Project) considered to be an asset (viewed positively) or liability (viewed negatively) in (NAME Community)?**

- **Local/regional/national media coverage of (NAME Project)**

G. OUTCOMES

- **Tangible benefits (if any) attributable to (NAME Project), e.g.:**
 - Jobs created or retained
 - Businesses started or expanded
 - Infrastructure expanded or improved; beautification occurred
 - Real estate development or rehabilitation
 - Access to retail services expanded
 - Access to social/human services expanded
 - Community facilities developed, expanded or rehabilitated
 - Services initiated, improved or expanded; tax revenues were increased
 - Other benefits occurred (specify)
- **Negative consequences (if any) associated with (NAME Project)**
- **Spin-offs/community benefits (if any) attributable to (NAME Project), e.g.,**
 - Improved economic status and quality of life
 - Enhanced local or institutional capacity
 - Leveraged additional investment

H. OTHER PERSPECTIVES/CONTACTS

- **Other useful/relevant information about (NAME Project)**
- **Others persons to speak to about (NAME Project)**