|  |  |
| --- | --- |
| Title of information to be collected | **Building Your Small-Business Portfolio – CDFI Capacity Survey** |
| Information to be collected | Online survey questions, attached as a separate document |
| Estimated hours required per response | Approximately 1 hour per respondent |
| Number of estimated respondents | Approximately 58 CDFIs |
| Total number of hours required in aggregate | Approximately 58 hours in aggregate |
| Estimated cost to complete | Time burden only of approximately 1 hour per respondent, with no direct cost to respondents |
| Justification as to why the information is being collected | See below |

The information collected through this survey will be used to support the CDFI Fund’s Capacity Building Initiative aimed at expanding the ability of CDFIs to deliver financial products and services to underserved communities. The information will be collected on a voluntary basis through a web-based survey tool that has been designed to avoid duplication of information currently collected from CDFIs by the CDFI Fund, as well as to limit the burden on small entities. If there is a low response rate from the CDFIs, some follow up with the potential respondents via e-mail or phone may take place in order to supplement data collected.

Specifically, the survey results will be used to support development of a CDFI Capacity Assessment Tool that will be used by CDFIs focused on lending to small and medium-sized businesses to determine their current lending capacity, identify limiting factors, and support their ability to expand into new and expanding markets. The information collected from the survey will also serve as a baseline assessment of the CDFI’s lending portfolio to help identify the CDFIs most likely to benefit from training and technical assistance to be provided by the Building Your Small-Business Portfolio program.