

Paperwork Reduction Act Submission

February 21, 2012

CDFI Capacity Building Initiative: Innovations in Business Lending
Building Your Small-Business Portfolio Program

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.