SUPPORTING STATEMENT

Community Development Financial Institutions Capacity Building Initiative
OMB Control Number: 1559-0042

B.   COLLECTION OF INFORMATION EMPLOYING STATISTICAL   METHODS

B1.   UNIVERSE AND RESPONDENT SELECTION

Surveys covered under this generic clearance will vary with regard to the universe and respondent selection. The potential universe for some surveys will include some subset of Certified CDFIs, and those entities which are working towards certification (there are currently approximately 800 Certified CDFIs). It is possible that for some surveys, the universe would include all of these entities.

In other cases, surveys may be sent to specific organizations that have participated in training or technical assistance through the Capacity Building Initiative.

B2.   PROCEDURES FOR COLLECTING INFORMATION

In general, the CDFI Fund anticipates collecting data via surveys (electronic and paper-based), phone calls, and focus groups.

B3.   METHODS TO MAXIMIZE RESPONSE

Surveys employing non-response follow-up techniques will use multiple contacts by telephone and/or additional mailing of the questionnaire to ensure an adequate response. The CDFI Fund's website, GovDelivery email lists, and other public communications channels will also be used to increase response rates.

B4.   TESTING OF PROCEDURES

In most cases, a pretest of the data collection instruments will be conducted prior to its use. The CDFI Fund will employ procedures to review and test questions to ensure that questions and instructions are clear, relevant, and unambiguous.

 B5.   CONTACTS FOR STATISTICAL ASPECTS AND DATA COLLECTION

The contact person for questions regarding any statistical aspects employed or data collection procedures used will be provided to OMB before each survey. Administrative questions regarding the Fund's use of this generic clearance should be directed to:

>   Mark Kudlowitz
>   Manager, CDFI Program
>   Community Development Financial Institutions Fund, U.S. Department of the Treasury
>   1500 Pennsylvania Avenue, NW
>   Washington, D.C. 20020