



**CDFI Bond Guarantee Program**  
 Phone: (202) 653-0421 Email: BGP@cdfi.treas.gov



**PLEGGED LOAN MONITORING REPORT**  
 (Follow form instructions)

OMB Approval No.  
 OMB No. 1559-0044

Form Expiration Date

This Pledged Loan Monitoring Report is filed by an Eligible CDFI (ECDFI) that has received Bond Loan proceeds through the CDFI Bond Guarantee Program. The report must be filed no later than five (5) calendar days after the Bond Loan Deposit Date, and must be signed by two approved, designated officers of the reporting ECDFI and one approved, designated officer of the respective Qualified Issuer (QI).

1. Agency use only: Federal Agency and Program to Which Report is Submitted	2. ECDFI ID
United States Department of the Treasury, Community Development Financial Institutions (CDFI) Fund, Bond Guarantee Program	

3. FFB Bond Identifier	4. QI Name	5. Reporting Period
		5a. Start      5b. End

6. ECDFI Name	7. ECDFI EIN

8. ECDFI Address

8a. Line 1	8b. Line 2

8c. City	8d. State / Territory	8e. Zip Code

**9. ECDFI Signatures: By signing this report, we the undersigned approved, designated officers of the named ECDFI, attest that the Pledged Loan Monitoring Report for the specified reporting period has been prepared in conformance with the instructions issued by the CDFI Fund and is true and correct to the best of our knowledge and belief.**

9a. Designated Officer Name	9b. Officer Title

9c. Signature of the Designated Officer	9d. Date (Month/Day/Year)
	___ / ___ / _____

9e. Designated Officer Name	9f. Officer Title

9g. Signature of the Designated Officer	9h. Date (Month/Day/Year)
	___ / ___ / _____

9i. Date on Which ECDFI Submitted Report to QI	___ / ___ / _____
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**10. QI Signature: By signing this report, I the undersigned approved, designated officer of the named QI, attest that the Pledged Loan Monitoring Report for the indicated reporting period has been prepared in conformance with the instructions issued by the CDFI Fund and, to the best of my knowledge and belief, is complete, contains reasonable entries, and has been signed by two approved, designated officers of the named ECDFI.**

10a. Designated Officer Name	10b. Officer Title

10c. Signature of the Designated Officer	10d. Date (Month/Day/Year)
	___ / ___ / _____

10e. Date on Which QI Submitted Report to Master Servicer/Trustee	___ / ___ / _____
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**Paperwork Burden Statement**

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid Office of Management and Budget (OMB) Approval Number. Public reporting burden for this collection of information is estimated to average 2.0 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Community Development Financial Institutions Fund, U.S. Department of the Treasury, 1500 Pennsylvania Avenue NW., Washington, DC 20020.



**PLEGDED LOAN MONITORING REPORT**  
 (Follow form instructions)

OMB Approval No.	ECDFI ID	Reporting Period	
OMB No. 1559-0044	#VALUE!	0	0

The ECDFI should complete this CDFI Pledged Loan Monitoring Report and provide the requested information for each Pledged Loan (including both Secondary Loans and Other Pledged Loans). Starting with the loan identifier, enter information about each Pledged Loan in a separate column, and utilize additional columns as needed to provide a complete report of all Pledged Loans.

	Loan ID	Loan ID	Loan ID
<b>11. Secondary Borrower Profile</b>			
<i>Secondary Borrower Information</i>			
11a. Secondary Borrower Name			
11b. Secondary Borrower ID			
11c. Secondary Borrower Type			
11d. Secondary Borrower Address - Line 1			
11e. Secondary Borrower Address - Line 2			
11f. Secondary Borrower Address - City			
11g. Secondary Borrower Address - State / Territory			
11h. Secondary Borrower Address - Zip Code			
11i. Secondary Borrower Congressional District			
11j. Secondary Borrower Census Tract / FIPS Code			
<i>Secondary Co-Borrower Information</i>			
11k. Co-Borrower Name			
11l. Co-Borrower ID			
11m. Co-Borrower Type			
11n. Co-Borrower Address - Line 1			
11o. Co-Borrower Address - Line 2			
11p. Co-Borrower Address - City			
11q. Co-Borrower Address - State / Territory			
11r. Co-Borrower Address - Zip Code			
11s. Co-Borrower Congressional District			
11t. Co-Borrower Census Tract / FIPS Code			
11u. Is this loan being made to an approved, eligible Target Market?			





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OMB Approval No.	ECDFI ID	Reporting Period	
OMB No. 1559-0044	#VALUE!	0	0

	Loan ID	Loan ID	Loan ID
	0	0	0

**12. Loan Profile**

12a. Collateral Type			
12b. Original Loan Principal Balance			
12c. Origination Date	___/___/___	___/___/___	___/___/___
12d. Asset Class			
12e. Outstanding Balance			
12f. Interest Rate			
12g. Maturity Date	___/___/___	___/___/___	___/___/___
12h. Loan Debt Service Frequency			
12i. Amortization Type			
12j. First Payment Due Date	___/___/___	___/___/___	___/___/___
12k. Last Payment Received Date	___/___/___	___/___/___	___/___/___
12l. Loan Financing Structure Type			
12m. Was the Secondary Borrower or Co-Borrower previously unable to access affordable, conventional sources of capital?			

**13. Risk Profile**

13a. ECDFI Internal Loan Risk Rating			
13b. Payment Status			
13c. Total Days Payment Past Due			
<i>Delinquency History</i>			
13d. Number of Times 30-59 Days Past Due			
13e. Number of Times 60-89 Days Past Due			
13f. Number of Times 90 Days or More Past Due			
13g. Loan Restructured, Rescheduled, or Modified?			
13h. Date of Loan Restructure, Reschedule, or Modification	___/___/___	___/___/___	___/___/___
13i. Description of Loan Restructure, Reschedule, or Modification			

**14. Underlying Asset Profile**

14a. Underlying Asset Description			
14b. Appraisal or Valuation Method			
14c. Most Recent Appraisal or Valuation Date	___/___/___	___/___/___	___/___/___
14d. Most Recent Inspection Date	___/___/___	___/___/___	___/___/___
14e. Most Recent Appraised Value			





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## PLEGGED LOAN MONITORING REPORT INSTRUCTIONS

OMB Approval No.	Form Expiration Date
OMB No. 1559-0044	

The ECDFI that has received Bond Loan proceeds through the CDFI Bond Guarantee Program should complete this CDFI Pledged Loan Monitoring Report and reflect information pertinent to its own operations, unless otherwise noted. This report should only reflect Pledged Loans with activity during the specified reporting period.

Please refer to the Definitions section of this form for corresponding definitions of terms identified below in "quotations."

Line	Reporting Item	Instructions
1	Federal Agency and Program to Which Report is Submitted	This is for Agency use only, and the information is pre-filled by the receiving Agency.
2	ECDFI ID	Enter the four-letter identification code assigned to the "Eligible CDFI" by the Portfolio Management and Loan Monitoring department of the CDFI Fund Bond Guarantee Program.
3	FFB Bond Identifier	Enter the "Bond Identifier" that the Federal Financing Bank (FFB) assigned to the Bond. This number is listed on the "Advance Request Form."
4	QI Name	Enter the legal name of the "Qualified Issuer" associated with the Guarantee Application.
5a.	Reporting Period - Start	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - corresponding with the reporting period start date for the information being reported on this form.
5b.	Reporting Period - End	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - corresponding with the reporting period end date for the information being reported on this form.
6	ECDFI Name	Enter the "Eligible CDFI's" legal name.
7	ECDFI EIN	Enter the "Eligible CDFI's" Employer Identification Number (EIN), as provided by the Internal Revenue Service (IRS).
8a.	Line 1	Enter the first line of the "Eligible CDFI's" street address.
8b.	Line 2	If necessary, enter the second line of the "Eligible CDFI's" street address.
8c.	City	Enter the city associated with the "Eligible CDFI's" street address.
8d.	State / Territory	From the dropdown menu, select the two letter state or territory abbreviation associated with the "Eligible CDFI's" street address.
8e.	Zip Code	Enter the five-digit zip code associated with the "Eligible CDFI's" street address.

### ECDFI Signatures

9a.	Designated Officer Name	Enter the first and last name of the "Eligible CDFI's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
9b.	Officer Title	Enter the title of the "Eligible CDFI's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
9c.	Signature of the Designated Officer	The "Eligible CDFI's" approved, "Designated Officer" responsible for reviewing and approving this form must manually sign in the space associated with line 9c.
9d.	Date (Month/Day/Year)	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Designated Officer" identified in line 9a signed this form.
9e.	Designated Officer Name	Enter the first and last name of the "Eligible CDFI's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
9f.	Officer Title	Enter the title of the "Eligible CDFI's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
9g.	Signature of the Designated Officer	The "Eligible CDFI's" approved, "Designated Officer" responsible for reviewing and approving this form must manually sign in the space associated with line 9g.
9h.	Date (Month/Day/Year)	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Designated Officer" identified in line 9e signed this form.

9i.	Date on Which ECDFI Submitted Report to QI	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Eligible CDFI" submitted this report to the respective "Qualified Issuer."
<b>QI Signatures</b>		
10a.	Designated Officer Name	Enter the first and last name of the "Qualified Issuer's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
10b.	Officer Title	Enter the title of the "Qualified Issuer's" approved, "Designated Officer" who is responsible for reviewing and approving this form.
10c.	Signature of the Designated Officer	The "Qualified Issuer's" approved, "Designated Officer" responsible for reviewing and approving this form must manually sign in the space associated with line 10c.
10d.	Date (Month/Day/Year)	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Designated Officer" identified in line 10a signed this form.
10e.	Date on Which QI Submitted Report to Master Servicer/Trustee	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Qualified Issuer" submitted this report to the Master Servicer/Trustee.
<b>Secondary Borrower Profile</b>		
11a.	Secondary Borrower Name	Enter the "Secondary Borrower's" legal name.
11b.	Secondary Borrower ID	Enter the unique identification number that the "Eligible CDFI" uses to identify the "Secondary Borrower" listed in line 10a.
11c.	Secondary Borrower Type	From the dropdown menu, select the "Secondary Borrower's" organization type ("Individual," "Not-for-Profit," "For-Profit," "Tribal," or "Other").
11d.	Secondary Borrower Address - Line 1	Enter the first line of the "Secondary Borrower's" street address.
11e.	Secondary Borrower Address - Line 2	If necessary, enter the second line of the "Secondary Borrower's" street address.
11f.	Secondary Borrower Address - City	Enter the city associated with the "Secondary Borrower's" street address.
11g.	Secondary Borrower Address - State / Territory	From the dropdown menu, select the two letter state or territory abbreviation associated with the "Secondary Borrower's" street address.
11h.	Secondary Borrower Address - Zip Code	Enter the five-digit zip code associated with the "Secondary Borrower's" street address.
11i.	Secondary Borrower Congressional District	Enter the state-level congressional district number associated with the "Secondary Borrower's" address."
11j.	Secondary Borrower Census Tract / FIPS Code	The CDFI Fund Information and Mapping System (CIMS3) has an integrated feature that allows institutions to extract detailed geographic information about addresses in the United States. CIMS3 may be accessed from the CDFI Fund's website, <a href="http://www.cdfifund.gov">www.cdfifund.gov</a> . Utilize the search features within CIMS3 to report the 11-digit Census Tract identifier, or Federal Information Processing Standards (FIPS) code, that corresponds to the "Secondary Borrower's" indicated address. Please note that, as Census Tract boundaries may change over time, this information should be verified periodically. For more information about CIMS3, contact the CDFI Fund by email at <a href="mailto:ITHelpDesk@cdfi.treas.gov">ITHelpDesk@cdfi.treas.gov</a> , or by phone at (202) 653-0300.
<b>Note:</b> The "Secondary Co-Borrower Information" section (lines 11k - 11t) should only be completed in the event that a "Co-Borrower" is listed on the "Secondary Loan" or "Other Pledged Loan."		
11k.	Co-Borrower Name	If applicable, enter the Secondary "Co-Borrower's" legal name.
11l.	Co-Borrower ID	If applicable, enter the unique identification number that the Eligible CDFI uses to identify the Secondary "Co-Borrower" listed in 11k. This number is used to track the Secondary "Co-Borrower" across projects and reporting periods.
11m.	Co-Borrower Type	From the dropdown menu, select the Secondary "Co-Borrower's" organizational type ("Individual," "Not-for-Profit," "For-Profit," "Tribal," or "Other").
11n.	Co-Borrower Address - Line 1	If applicable, enter the first line of the Secondary "Co-Borrower's" street address.
11o.	Co-Borrower Address - Line 2	If applicable, enter the second line of the Secondary "Co-Borrower's" street address.



11p.	Co-Borrower Address - City	If applicable, enter the city associated with the Secondary "Co-Borrower's" street address.
11q.	Co-Borrower Address - State / Territory	If applicable, select the two letter state or territory abbreviation from the dropdown menu that is associated with the Secondary "Co-Borrower's" street address.
11s.	Co-Borrower Address - Zip Code	Enter the five-digit zip code associated with the Secondary "Co-Borrower's" street address.
11t.	Co-Borrower Census Tract / FIPS Code	See instructions for line 11j.
11u.	Is this loan being made to an approved, eligible Target Market?	From the dropdown menu, select either "Yes" or "No" to verify whether the loan is being made in one of the ECDFI's approved, eligible "Target Markets."

**Loan Profile**

12a.	Collateral Type	From the dropdown menu, select the collateral type (either "Secondary Loan" or "Other Pledged Loan.")
12b.	Original Loan Principal Balance	Enter the principal dollar amount of funds listed on the "Secondary Loan" or "Other Pledged Loan" as the original loan amount.
12c.	Origination Date	Enter the numerical date - two digits for the month, two digits for the day and four digits for the year - on which the "Secondary Borrower" (and "Co-Borrower," if applicable) signed a legally binding note in favor of the Eligible CDFI submitting this report.
12d.	Asset Class	From the dropdown menu, select the "Asset Class" corresponding to the loan.
12e.	Outstanding Balance	Report the loan's principal balance outstanding as of the reporting period end date listed in 5b.
12f.	Interest Rate	In the form of a percentage (reported to two decimal places), enter the interest rate in effect on the loan at the reporting period end. If the loan was paid off during the reporting period, report the interest rate at the time that the loan was paid off.
12g.	Maturity Date	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the principal amount of the loan must be repaid in full.
12h.	Loan Debt Service Frequency	From the dropdown, select the frequency (Monthly, Quarterly, Semi-Annual, or Other) with which debt service is paid on the loan.
12i.	Amortization Type	From the dropdown menu, select the amortization type for the loan (either "Full Amortization," "Partial Amortization," "Non-Amortization," or "Other")
12j.	First Payment Due Date	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Secondary Borrower" was required to make the initial payment on the loan. Include both principal and interest payments.
12k.	Last Payment Received Date	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the "Secondary Borrower" made the most recent payment on the loan. Include both principal and interest payments.
12l.	Loan Financing Structure Type	From the dropdown menu, select the loan's financing structure type (Origination, "Refinance" - Origination, or "Refinance" - Acquisition).
12m.	Was Secondary Borrower or Co-Borrower previously unable to access affordable, conventional sources of capital?	From the dropdown menu, select either "Yes" or "No" as to whether the "Secondary Borrower" or "Co-Borrower" was previously unable to access affordable, conventional sources of capital, prior to receiving the loan in question.

**Risk Profile**

13a.	ECDFI Internal Loan Risk Rating	Report the risk rating that the "Eligible CDFI" assigns to the loan in question.
13b.	Payment Status	From the dropdown menu, select the appropriate loan payment status at the reporting period end - either "Current" or "Past Due." If a "Secondary Borrower" made a partial payment on the due date, or if any of the required amount remains outstanding, report that payment as past due.
13c.	Total Days Payment Past Due	If the response listed on line 13b is " Past Due," report the number of days by which the "Secondary Borrower's" loan payment is "Past Due."
13d.	Number of Times 30-59 Days Past Due	Report the number of times that payments on the loan have been between 30 and 59 days "Past Due" since the pledge date listed on the 'Itemization of Collateral' form.

13e.	Number of Times 60-89 Days Past Due	Report the number of times that payments on the loan have been between 60 and 89 days "Past Due" since the pledge date listed on the 'Itemization of Collateral" form.
13f.	Number of Times 90 Days or More Past Due	Report the number of times that payments on the loan have been between more than 90 days "Past Due" since the pledge date listed on the 'Itemization of Collateral" form.
13g.	Loan Restructured, Rescheduled, or Modified?	From the dropdown menu, select either "Yes" or "No" as to whether the loan has been "Restructured, Rescheduled, or Modified" within the current reporting period.
13h.	Date of Loan Restructure, Reschedule, or Modification	If the response listed on line 13g is "Yes," enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the loan was "Restructured, Rescheduled, or Modified."
13i.	Description of Loan Restructure, Reschedule, or Modification	If the response listed on line 13g is "Yes," provide a brief description (255 characters maximum) as to why the loan was "Restructured, Rescheduled, or Modified," and report the new loan terms.

#### Underlying Asset Profile

14a.	Underlying Asset Description	Provide a brief description (255 characters maximum) of the underlying asset(s) that is used to secure the loan (e.g., real property, personal property, fixtures). Include a brief description of any third-party guarantees provided on this loan (e.g., value, guarantor name).
14b.	Appraisal or Valuation Method	From the dropdown menu, select the method (either "Independent third party appraisal" or "Book value") that the ECDFI used to appraise or value the underlying asset for the loan in question, as required and outlined in the "Secondary Loan Requirements."
14c.	Most Recent Appraisal or Valuation Date	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the underlying asset that is used to secure the loan (and described in line 14a) was most recently appraised or valued. Underlying assets should be re-appraised or re-valued according to the frequency outlined in the ECDFI's policies and procedures.
14d.	Most Recent Inspection Date	Enter the numerical date - two digits for the month, two digits for the day, and four digits for the year - on which the underlying asset securing the loan (and described in line 14a) was most recently inspected. Underlying assets should be re-inspected according to the frequency outlined in the ECDFI's policies and procedures.
14e.	Most Recent Appraised Value	Report the dollar value at which the underlying asset securing the loan (and described in line 14a) was most recently appraised.



## PLEGGED LOAN MONITORING REPORT DEFINITIONS

OMB Approval No.	Form Expiration Date
OMB No. 1559-0044	

Term	Definition
Advance Request Form	The QI submits this form to the FFB to make an advance of funds under, pursuant to, and in accordance with the applicable terms of the Bond.
Asset Class	Approved lending categories for Secondary Loan funds, as outlined in the Secondary Loan Requirements.
Bond Identifier	The FFB assigns a unique number to each Bond.
Book value	As defined in the Secondary Loan Requirements, book value appraisals shall value collateral using the cost approach, net of depreciation, and shall be required for the following: inventory; accounts receivable; machinery, equipment, and movables less than or equal to an aggregate value of \$250,000; and fixtures.
Co-Borrower	The individual or entity that is a co-applicant to the Secondary Loan.
Current	Loans for which payments are not currently outstanding beyond the indicated number of days, as of the reporting period end. Loans are considered "current" if a payment was made within the ECDFI's provided loan payment cure period.
Designated Officer	An employee who is authorized to complete this report, as indicated on the "Designated Officers" list that has been provided to the CDFI Fund.
Eligible CDFI (ECDFI)	As defined in 12 C.F.R. 1808, a Certified CDFI that has applied through a QI for a Bond Loan, been deemed creditworthy based on the Bond Loan Requirements, has been approved and certified by the Secretary of the Treasury, and has received a Bond Loan.
For-Profit	Based on the IRS categorization for tax purposes.
Full Amortization	Amortization that includes both principal and interest payments throughout the life of the loan.
Independent third party appraisal	As defined in the Secondary Loan Requirements, independent third party appraisals shall conform to the standards set forth in The Uniform Standards of Professional Appraisal Practice (USPAP) established by The Appraisal Foundation. Independent third party appraisals shall be required for the following: real estate; all fixtures, machinery and equipment and movables stock valued in excess of an aggregate value of \$250,000; and contracted revenue streams from non-federal creditworthy counterparties provided the Secondary Borrower pledges all assets, rights and interests necessary to generate such revenue stream.
Individual	Based on the IRS categorization for tax purposes.
Itemization of Collateral Form	As defined in the Bond Loan Agreement, this means an itemized schedule of Secondary Loans and Other Pledged Loans.
Non-Amortization	An amortization schedule that is structured with interest-only payments, and a single principal or balloon payment at maturity.
Not-for-Profit	Based on the IRS categorization for tax purposes.
Other	All other entity types that do not fit the descriptions of "Not-for-Profit Organization," "For-Profit Business," or "Tribal" are considered to fall under the category of "Other." This includes government or quasi-governmental entities.
Other Pledged Loan	As defined in the Bond Loan Agreement, this refers to other loans pledged as Bond Loan Collateral, owned by the ECDFI, the terms of which comply with the requirements for Secondary Loans such that they would be classified as Secondary Loans if they were made from Bond Loan proceeds.
Partial Amortization	An amortization schedule that is structured with some principal payments through the life of the loan, with a larger principal payment at maturity.

Past Due	Loans for which payments are currently outstanding beyond the indicated number of days, exclusive of charge-offs, as of the reporting period end.
Qualified Issuer (QI)	An entity that has applied, and received approval as a QI under the requirements set forth in 12 C.F.R. 1808.200. The QI issues Bonds on behalf of ECDFIs. The FFB purchases these Bonds.
Refinance	As defined in the Bond Loan Agreement, this refers to the use of Bond Proceeds to refinance an ECDFI's or Secondary Borrower's existing loan, which loan must have been used for an Eligible Purpose. Refinancing may include origination or acquisition.
Restructured, Rescheduled, or Modified	Loans for which one or more terms has been modified to accommodate borrower hardship or difficulty, or to avoid default. This includes forbearance or forgiveness of principal amounts owed, and the origination of any new loans that replace the outstanding balance of an older or existing loan for such purposes.
Secondary Borrower	An entity that has made application to the ECDFI for a Secondary Loan, been deemed creditworthy by the ECDFI, meets the criteria set forth in the applicable Secondary Loan Requirements to receive a Secondary Loan, and has received a Secondary Loan.
Secondary Loan	The use of Bond Loan proceeds by an Eligible CDFI to finance or "Refinance" a loan to a Secondary Borrower for Eligible Purposes (as defined in 12 C.F.R. 1808), which meets the applicable Secondary Loan Requirements.
Secondary Loan Requirements	As defined in the Bond Loan Agreement, the minimum required criteria, such as is in effect at the time the loan is made or when it becomes an Other Pledged Loan or Secondary Loan established by the CDFI Fund and used by the Borrower (in addition to the Borrower's underwriting criteria) to evaluate a request by a Secondary Borrower applicant for a Secondary Loan.
Target Market	As defined in the CDFI Fund's Community Investment Impact System (CIIS) Glossary, for the CDFI program, an Investment Area(s), a Low-Income Targeted Population, or an Other Targeted Population.
Tribal	An entity may be a tribal or village government, whether or not it has been federally recognized.