

# Request to Submit a Paper NMTC Allocation Application

(must be received by the Fund no later than **5:00 pm, ET, September 22, 2004**)

Date: \_\_\_\_\_  
To: Terry Keyfauber, Chief Information Officer  
Fax: (202) 622-7754  
Re: Paper Allocation Application Submission Notification Form

Applicant Authorized Representative: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Email Address (if not available, provide mailing address): \_\_\_\_\_

Applicant Fax Number: \_\_\_\_\_ Applicant Phone Number: \_\_\_\_\_

Employer Identification Number (9 digits): \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

CDE Certification Control Number: 0 \_\_\_\_ NMC00 \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Indicate your primary geographic focus: \_\_\_\_ Major Urban \_\_\_\_ Minor Urban \_\_\_\_ Rural

Indicate the activities for which your organization expects to apply (check all that apply):

- Origination of loans to non-real estate Qualified Active Low-Income Community Businesses (QALICBs).
- Investment of capital or equity in non-real estate QALICBs.
- Origination of loans to QALICBs whose principal activities involve the development or rehabilitation of real estate.
- Investment of capital or equity in QALICBs whose principal activities involve the development or rehabilitation of real estate.
- Origination of loans to CDEs.
- Investment of capital or equity into CDEs.
- Purchase of loans from CDEs.
- Financial Counseling and Other Services.

Request information and instructions:

- 1) **This request form must be received by the Chief Information Officer at the fax number above by 5:00 pm, ET, on September 22, 2004.** The Fund will provide written confirmation of receipt of this form, along with the instructions for submission of a paper application, to the Applicant Email Address within two business days from the date of receipt of this form.
- 2) Applicants submitting a paper application must use the format provided by the Fund.
- 3) Submission of an electronic application provides efficiencies to the Fund's staff that are not provided in a paper application by facilitating the processing and review of applications and the selection of allocatees. As a result, the Fund may require additional time to notify applicants submitting paper applications of the Fund's final selection decisions.
- 4) Please note that the Fund will require organizations that are awarded NMTC allocations to provide compliance and monitoring reports and data via a web-based interface similar to the electronic application. Therefore, you should include in your application under the Management Capacity section, including the Program Compliance questions, a description of how your organization will, if provided an NMTC allocation, have the staff and technological capacity to use the Fund's web-based compliance monitoring system.
- 5) **If you are submitting a paper application, attach an explanation with this form with as much detail as possible indicating why you are not capable of submitting the electronic application.**

As the Authorized Representative for the above Applicant, I am formally requesting to submit a paper application to the Fund and that all information submitted in connection with this request is true, accurate and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date