### Mission Loan Checklist

<table>
<thead>
<tr>
<th>Name of Project:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project’s Address:</td>
<td></td>
</tr>
<tr>
<td>Census Tract:</td>
<td></td>
</tr>
</tbody>
</table>

A current or prospective loan is considered a Mission Loan if it meets any of the Geographic and/or Product Requirement criteria below, per the guidance highlighted in Exhibit A (Mission Loan Matrix).

#### Geographic Requirement (refer to Exhibit B)

1. Is the Project located in a low- or moderate-income (“LMI”) census tract? (http://www.ffiec.gov/Geocode/default.aspx)
   - [ ] Yes (low-income)
   - [ ] Yes (moderate-income)
   - [ ] No (middle-income)
   - [ ] No (upper income)

2. Is the Project located in an underserved area and/or an area designated for redevelopment? (Check all that apply)
   - [ ] DC Business Incentive Area
   - [ ] Enterprise/Empowerment Zone
   - [ ] Food Desert
   - [ ] Medically Underserved Area
   - [ ] Other

#### Product Requirement (refer to Exhibit C)

3. Will the loan proceeds support one of the following community development activities? (check all that apply)

   - [ ] Affordable Housing for LMI persons (check all that apply)
     - [ ] At least 20% of units are occupied by persons with incomes not greater than 80% of AMI
     - [ ] The tenants include participants in affordable and/or supportive housing programs such as DC Housing Choice Program
     - [ ] Financing structure includes subsidy (i.e., LIHTC and/or HUD grants) to keep the units affordable
   
   - [ ] Market Rate Housing in LMI communities
     - [ ] Yes - Located in LMI AND majority of units are for persons with incomes not greater than 120% of AMI
     - [ ] No - Located in LMI BUT majority of units are for persons with incomes greater than 120% of AMI
     - [ ] No - Not located in a LMI
   
   - [ ] CDFIs
   
   - [ ] Commercial Real Estate to revitalize or stabilize LMI geographies, such as: (check all that apply)
     - [ ] Community serving retail
     - [ ] Green/environmentally friendly
     - [ ] Healthy food retail
     - [ ] Manufacturing or industrial space
     - [ ] Nonprofit office space
     - [ ] Owner-occupied space
     - [ ] Other types of commercial tenant(s)

   - [ ] Community Facilities that provide services/programs to LMI persons and communities, such as: (check all that apply)
     - [ ] Charter schools
     - [ ] Community health centers
     - [ ] Performing arts
     - [ ] Social services
     - [ ] Other

   - [ ] Small Businesses (check all that apply)
     - [ ] Annual revenues less than $1MM
     - [ ] SBA credit enhancement – 7(a) or 504 Loan (i.e., SBA 504 Loan)
     - [ ] Meets eligibility Small Business Development Company or Small Business Investment Company (“SBIC”) Programs
       - [ ] Tangible net worth of less than $18MM, and
       - [ ] Average of $6MM in net income over the previous two years
     - [ ] Certified Minority- or Women-Owned Business
     - [ ] B Corps

#### More Analysis Required – Note that for Small Business borrowers and Market Rate Housing projects that DO NOT meet the Product Requirement (“no” to Question 3) BUT are located in an underserved area and/or an area designated for redevelopment (“yes” to Question 2) additional analysis may need to be performed by the CRA Officer if you believe the loan should be considered a Mission Loan.
CFB’s mission loans generally meet the following characteristics:
- Direct lending to borrowers in low- and moderate income (“LMI”) communities throughout Washington, DC and its surrounding jurisdictions;
- Financing for qualified small businesses; and/or
- Supporting affordable housing and community facilities for LMI families and individuals.

<table>
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<tr>
<th>Mission Loan Matrix</th>
<th>Exhibit A</th>
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| **CFB’s mission loans generally meet the following characteristics:**
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| • Financing for qualified small businesses; and/or
| • Supporting affordable housing and community facilities for LMI families and individuals. |  |

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<tr>
<th>Geographic Requirement</th>
<th>Affordable Housing</th>
<th>Market Rate Housing</th>
<th>CDFI Loans</th>
<th>CRE</th>
<th>Community Facilities</th>
<th>Small Business</th>
</tr>
</thead>
</table>
| **Product Requirement** | Loans that support affordable housing, which may include one or more of the following:  
  • At least 20% of units for persons with incomes at or below 80% of AMI (refer to Exhibit C - Affordable Housing Section for the price ranges).  
  • Set-aside requirements (i.e., >=20%) by government agencies;  
  • Financing structure may include subsidy such as:  
    o LIHTCs  
    o HUD/CDBG grants  
    o DC Home Choice Voucher Program grants  
  • Supportive housing for elderly, persons with disabilities, or homeless. | Loans to support the construction or rehab of housing in LMI communities and/or an area designated for redevelopment whereby the majority of the units are for persons with incomes not greater than 120% of the AMI (refer to Exhibit C - Market Rate Housing Section for the price ranges). | Loans to certified CDFIs that support:  
  • Operations  
  • Provision of financial products and services  
  • Other uses | Loans for the redevelopment of or new construction of properties that may include a tenant mix of:  
  • Community-serving retail;  
  • Manufacturing or industrial space;  
  • Nonprofit office space;  
  • Healthy food options;  
  • Owner-occupied space; and/or  
  • Other types of commercial tenants. | Loans to mission-driven nonprofits that offer community services that primarily benefit LMI communities and/or individuals, such as:  
  • Charter schools  
  • Community health centers  
  • Performing arts and theatres  
  • Social service organizations | Loans that support small businesses, which includes at least one of the following:  
  • Businesses with gross revenues less than $1MM;  
  • 7(a) and 504 Loans, which are SBA credit enhancements;  
  • Businesses that meet the “small business” definition for SBICs, including:  
    o Tangible net worth of less than $18MM, and  
    o Average of $6MM in net income over the previous two years  
  • Certified M/WBEs  
  • Certified B Corporations  
  • Loans that include local government sponsored credit enhancements. |
| **Mission Loan** | YES - Meets Product Requirement **regardless** of location. | YES - Located in a LMI and/or redevelopment area. | YES - Meets Product Requirement **regardless** of location. | YES - Located in a LMI and/or redevelopment area. | YES - Meets Product Requirement **regardless** of location. | YES - Meets Product Requirement **regardless** of location. |
Exhibit B
Geographic Requirements

Question 1: Community Reinvestment Act (CRA) LMI Geographies (Regulatory Requirement)
As a regulated financial institution, City First Bank of DC is subjected to the Community Reinvestment Act (CRA) that ensures the Bank is providing access to affordable loan products and services for its entire assessment area. The Bank will receive positive CRA consideration for lending activity that helps to revitalize or stabilize low- and moderate-income (“LMI”) areas, which are:

- Low-income geography = under 50% of area median income (“AMI”)
- Moderate-income geography = at least 50% of AMI but under 80% of AMI

To determine if a project is located in an eligible LMI geography, you must geocode the address at: http://www.ffiec.gov/Geocode/default.aspx. Once the address is selected and geocoded, you will get a report that states if it is eligible.
Question 2: Redevelopment Areas (Compliance Requirement)
The Bank may also receive favorable CRA consideration if it makes loans to projects that are located in areas designated for redevelopment by the state and/or local government. Some examples of areas designated for redevelopment include:

- Enterprise and/or Empowerment Zones ([http://egis.hud.gov/ezrclocator/](http://egis.hud.gov/ezrclocator/))
- Other Areas ([http://www.policymap.com/](http://www.policymap.com/))

To determine if a project located in Washington DC is part of a designated redevelopment area, you must geocode the address at: [http://geospatial.dcgis.dc.gov/incentive/](http://geospatial.dcgis.dc.gov/incentive/). Once the address is selected and geocoded, you will get a report that states if it is eligible.
Exhibit C
Product Requirements

For the purposes of CRA, City First Bank of DC will receive positive consideration for the following types of activities:

Affordable Housing for LMI Persons
The loan proceeds must support affordable housing for low- and moderate-income (“LMI”) individuals, which includes multi-family rental and for-sale housing. The following table highlights the income ranges for LMI individuals and families in the DC metro area.

<table>
<thead>
<tr>
<th>Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area</th>
<th>FY 2014 Income Limit Area</th>
<th>Median Income</th>
<th>FY 2014 Income Limit Category</th>
<th>1 Person</th>
<th>2 Person</th>
<th>3 Person</th>
<th>4 Person</th>
<th>5 Person</th>
<th>6 Person</th>
<th>7 Person</th>
<th>8 Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area</td>
<td>$107,000</td>
<td>Very Low (50%) Income Limits</td>
<td>$37,450</td>
<td>$42,800</td>
<td>$48,150</td>
<td>$53,500</td>
<td>$57,800</td>
<td>$62,100</td>
<td>$66,350</td>
<td>$70,650</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Extremely Low (30%) Income Limits</td>
<td>$22,500</td>
<td>$25,700</td>
<td>$28,900</td>
<td>$32,100</td>
<td>$34,700</td>
<td>$37,250</td>
<td>$39,850</td>
<td>$42,400</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Low (80%) Income Limits</td>
<td>$47,950</td>
<td>$54,800</td>
<td>$61,650</td>
<td>$68,500</td>
<td>$74,000</td>
<td>$79,500</td>
<td>$84,950</td>
<td>$90,450</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

In general, HUD defines affordable housing as housing in which the occupants are paying no more than 30% of their income for gross housing costs, including utilities. To help determine if a project meets the affordable housing characteristics, does:

- The financing structure include Low Income Housing Tax Credits (LIHTCs) and/or government grants;
- It has a minimum set-aside requirements for LMI persons (i.e., at least 20% of the units) because of government-sponsored financing (i.e., CDBG, NMTCs, etc.); and/or
- For rental and for-sale units, the units are within the affordability range for persons with incomes not greater than 80% of the AMI (based on the DC Inclusionary Zoning Regulations [http://dhcd.dc.gov/sites/default/files/dc/sites/dhcd/publication/attachments/Inclusionary%20Zoning%20Pric e%20Schedule%20-%202014_06_18.pdf]):

<table>
<thead>
<tr>
<th>Number of Bedrooms</th>
<th>Multi-Family Building</th>
<th>For-Sale</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rental</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Affordable Units (&lt;=80% AMI)</td>
<td>Market Rate Units (&lt;=120% AMI)</td>
</tr>
<tr>
<td>Efficiency</td>
<td>$1,498</td>
<td>$2,247</td>
</tr>
<tr>
<td>1 Bedroom</td>
<td>$1,605</td>
<td>$2,408</td>
</tr>
<tr>
<td>2 Bedrooms</td>
<td>$1,926</td>
<td>$2,889</td>
</tr>
<tr>
<td>3 Bedrooms</td>
<td>$2,247</td>
<td>$3,371</td>
</tr>
<tr>
<td></td>
<td>$281,800</td>
<td>$422,700</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number of Bedrooms</th>
<th>Single-Family Dwelling</th>
<th>For-Sale</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rental</td>
<td></td>
</tr>
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<td>$3,371</td>
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<tr>
<td>4 Bedrooms</td>
<td>$2,568</td>
<td>$3,852</td>
</tr>
<tr>
<td></td>
<td>$296,100</td>
<td>$444,150</td>
</tr>
<tr>
<td></td>
<td>$347,300</td>
<td>$520,950</td>
</tr>
<tr>
<td></td>
<td>$398,500</td>
<td>$597,750</td>
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Market Rate Housing in LMI’s
As part of its Mission Loan criteria, loans that support market rate housing for persons with incomes not greater than 120% of the AMI are eligible if the property is located in a LMI. See the following table:
The Bank may receive favorable CRA consideration for market rate housing loans if the property is located in a government designated redevelopment area. Please refer to Question 3 in the Geographic Requirement section to geocode the property's address.

Commercial Real Estate
The loan proceeds support the development (including construction of new facilities and rehabilitation/enhancement of existing facilities), acquisition, management or leasing of real estate by a business. The commercial real estate must help to revitalize or stabilize LMI geographies, including financing activities that attract new or retain existing businesses or residents or that employ or serve area residents.

CRE loans may also support projects that are green and environmentally friendly. These projects may include environmentally sustainable outcomes such as:

- Remediating environmental contamination (including addressing environmental health in Low-Income Communities);
- Meeting LEED certification standards; and/or
- Directly supporting the production or distribution of renewable energy resources (e.g., biomass, hydro, geothermal, solar, wind, etc.).

Community Facilities
Loans to nonprofit organizations that offer community services that primarily benefit LMI individuals or the general public. The community facilities must be located in LMI geographies and/or primarily serves LMI individuals. Some examples include financing for:

- CDFIs
- Charter schools
- Community health centers
- Performing arts and theatres
- Social service organizations
- Other

Small Businesses
To promote economic development, the Bank's lending to small businesses must meet at least one of the following characteristics:

- Gross annual revenues of not more than $1 million

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• Meets the eligibility requirements for the SBA's Small Business Development Company or Small Business Investment Company ("SBIC")
  o Businesses with tangible net worth of less than $18 million AND
  o An average of $6 million in net income over the previous two years at the time of investment.
• Businesses with revenues greater than $1 million if the loan is SBA credit enhanced using the 504 or 7(a) programs.
• Certified minority or women-owned enterprises (M/WBEs) are for-profit businesses that have been certified by a state, local, or federal government agency as having met the minimum criteria of at least 51% of its equity ownership interest is owned, managed, operated and controlled by individuals who identify themselves as Black American, Asian American, Hispanic American, Native American, or women.
• Certified B Corporations are businesses that have been certified by B Lab as having met a rigorous higher standard of overall social and environmental performance. Certified B Corporations are focused on accountability (directors are required to consider the effect of business decisions on shareholders, workers, community and the environment) and transparency (publish publicly a report assessing overall social and environmental performance against a third party standard). The list of B Corps can be found here: http://www.bcorporation.net/community/find-a-b-corp?search=.