



CDFA Key Definitions

CDFA developed the following definitions of key program terms to further clarify and provide additional guidance on program priorities outlined within our materials.

<p>Access to Opportunity</p>	<p>Data from CDFA's Community Progress Indicators to measure Access to Opportunity includes:</p> <ol style="list-style-type: none"> 1. Equalized Taxable Property Value Per Capita 2. Average Weekly Wage of Jobs Based in County 3. Change in Average Annual Employment Based in County 4. Median Household Income Relative to Statewide Median Household Income 5. Percentage of All Tax Returns Reporting More Than \$100,000 in Income
<p>Asset-based Community Development</p>	<p>Focuses on the assets of a community such as local community members, institutions, organizations and other community strengths to address issues and opportunities to improve the community.</p>
<p>Authorized Official</p>	<p>The Authorized Official (AO) is the person who has authority to approve the submission of a grant application and legally enter into a contractual agreement on behalf of the organization or municipality.</p> <p>The AO for a non-profit may be the Executive Director, Chief Executive Officer, a department head, Board officer, or another high-level team member. The AO for a municipality may be a town/city representative such as a town manager, town finance representative, Select Board, or someone who has been given such authority.</p>
<p>Basic Human Needs</p>	<p>Data from CDFA's Community Progress Indicators to measure Basic Human Needs includes:</p> <ol style="list-style-type: none"> 1. Enrollment in the Food Stamp Program as a Percentage of Municipal Population 2. Free and Reduced-Price School Meal Eligibility as a Percentage of All Resident Students 3. Rental housing cost burden, by County 4. Rate of Primary Care Physicians per 1,000 People 5. Percentage of Population Without Health Coverage 6. Median Age of Population 7. Percentage of Population Age 65 Years and Over
<p>Capacity Building</p>	<p>An investment in the effectiveness and future sustainability of a nonprofit. Capacity building activities improve the organization's ability to meet the mission and may include leadership development; organizational effectiveness; financial oversight; fundraising and development capacity; strengthening governance; staff development; program development; pilot initiatives, program evaluation; diversity, equity, and inclusion initiatives; communications, volunteer management.</p>
<p>Cash Match</p>	<p>Cash or "hard" matching includes cash spent for project-related costs. The allowable cash match must include costs that are necessary, reasonable, and allowable under the program.</p>

Certification	<p>Prior to application submission, CDFA requires an Authorized Official of the applicant organization to sign a certification.</p> <p>I certify that I am one of the persons named above and am authorized by the applicant organization to submit this application. I certify that all statements are true and accurate to the best of my knowledge.</p> <p>I acknowledge this application is being submitted with the full knowledge and approval of the organization's Board of Directors and that the organization will comply with:</p> <ul style="list-style-type: none"> • New Hampshire conflict of interest laws as defined by RSA 7:19-a and RSA 292:6-a; and • CDFA's Privacy Policy by which you acknowledge all information and documents created, accepted or obtained by, or on behalf of, CDFA are potentially subject to disclosure in compliance with RSA 91-A, New Hampshire's Right-to-Know law.
Collaboration	<p>The process by which agencies, organizations, and businesses make formal, sustained commitments to work together to accomplish a shared vision.</p>
Community Building (also called Placemaking)	<p>The process to create or strengthen community among individuals within a geographic area or place. The strengthening of community can lead to trust, collaboration, civic pride, investment, leadership and belonging.</p>
Community Economic Development	<p>The effort to improve a specific place such as a town or neighborhood. There is an understanding that addressing and improving social issues and economic conditions are interrelated. Community members take an active role.</p>
Community Engagement	<p>Bringing people into the process to shape the outcome. When the engagement prioritizes a variety of styles of engagement then underrepresented voices are more likely heard.</p>
Community Progress Indicators (CPI)	<p>Data plays a pivotal role in our work. The Community Progress Indicators (CPIs) are a set of 13 metrics that assist in measuring socioeconomic well-being and community need at the municipal level in New Hampshire. These indicators were chosen through collaboration with the New Hampshire Fiscal Policy Institute and a fellow from the UNH Carsey School of Public Policy. The CPIs are grouped into three categories: Basic Human Needs, Access to Opportunity, and Community Sustainability and Vibrancy.</p> <p>These metrics were chosen due to their level of statistical reliability, public accessibility, probability of continued collection, relevance to the three categories, as well as other factors. CPIs are publicly available on CDFA's Resource Hub and provide towns, cities, and counties across the Granite State access to up-to-date data and information about their community's needs, issues, strengths, and challenges. The data is updated annually and released in December each year.</p>
Community Sustainability & Vibrancy	<p>As measured by municipal population growth.</p>
Evaluation	<p>Program applicants are subjected to a substantial programmatic and financial review. Among other requirements, projects must provide a public benefit, be for a public purpose, and demonstrate that adequate funding was not otherwise available. Recommendations for funding will be based upon applicant's goals, measurable objectives, activities, and needs. A project is considered on its own merits and as it compares to the other applicants in the funding round.</p>
Faith-based nonprofit	<p>CDFA will apply the following principles when considering an application from eligible, faith-based nonprofit organizations:</p> <ul style="list-style-type: none"> • Recipients may not discriminate against a project beneficiary on the basis of religion or religious belief. • Funds may not be used for explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization). Such activities may be offered outside of activities that are supported with CDFA resources. • Participation in any explicitly religious activities must be voluntary.

Infrastructure	Investments in infrastructure are those that provide resources to support the advancement of a project or initiative that addresses community economic development challenges or opportunities. Traditional infrastructure investments include building, renovating, and improving physical systems, spaces and places. Nontraditional infrastructure investments include creating new models, programs, or partnerships that improve internal or external practices or systems.
Municipality	Any city, incorporated town or village, or county in New Hampshire.
Nonprofit	A tax-exempt public charity that operates exclusively for public benefit under section 501(c)(3) of the Internal Revenue Code. Nonprofits must have up-to-date annual reports with the NH Secretary of State and Form 990 tax returns with the Internal Revenue Service. Qualifying nonprofits are those regulated by the Charitable Trusts Division of the NH Department of Justice, governed by volunteer boards with significant fiduciary obligations, and staffed by experienced professionals.
Priority Areas	Places with a high need as outlined in the Community Progress Indicators which measure socioeconomic well-being and community need at the municipal level in New Hampshire, including Basic Human Needs, Access to Opportunity, and Community Sustainability and Vibrancy.
Priority Populations	Black, Indigenous, and People of Color (BIPOC); immigrants and refugees; women; people with disabilities; LGBTQ and gender non-conforming; rural; youth; unhoused residents; low- and moderate-income. Identified priority populations are based on the findings of the Analysis of Impediments to Fair Housing Choice in New Hampshire. Applicants may define additional priority populations with supporting data in their application.
Public Support	The community has taken ownership of the proposed project and demonstrated the project will have support now and over the long term.
Third-Party In-Kind Match	Third-party in-kind or “soft” matching includes, but is not limited to, the valuation of non-cash contributions provided by a third party. This could be a non-profit or private-sector partner, other units of government, educational partner, or others who may be providing in-kind match in the form of services, supplies, real property, and equipment. The value of the service may be used for the matching requirements, if the services are necessary, reasonable, and allowable under the program.