



## Application Instructions

- This application is divided into **two** parts:
  - Application Instructions & Support Documentation - This fillable PDF designed to be completed electronically, and;
  - Microsoft Form Application Questions - The application questions accessible through the link below.
- The Applicant is responsible for completing the Microsoft Form Application Questions (linked below) and sending a copy of their submission to the FHLBank Chicago Member.
- The Application Instructions & Support Documentation (this document) must be completed in partnership with a FHLBank Chicago Member and signed by both the Applicant and FHLBank Chicago Member.
- Please ensure you provide a *Certificate of Good Standing or Status* with the Application Support Documentation.
- The FHLBank Chicago Member must submit the signed and completed Application Support Documentation via email to ci@fhlbc.com by **5 PM on July 31, 2026**, to fully complete the two-part application. Only applications with both parts submitted will be considered for award.
- For questions and technical assistance, please contact Community Investment at ci@fhlbc.com or 312.565.5824.

**Please use the following link to complete the application questions:**

[Community First Developer Program - 2026 Application](#)

## Ineligible Uses of Funds

Below is a list of ineligible expenses. Please do not include the following items in the budget:

- Acquisition of Land or Property Costs
- Advertising
- Alumni Event Expenses
- Communications
- Construction Costs and Materials
- Contingency Fund
- Equipment Repair
- Legal Fees
- Luncheons/Banquets
- Office Rent or Rent of Any Kind
- Property Insurance
- Tools / Equipment / Safety
- Manager Training
- Tuition Reimbursement

## Requested Grant Amount

This amount is calculated using the total numbers for each quarter below. Please ensure this matches the amount your organization is requesting. **Max amount requested cannot exceed \$200,000.**

## Administrative Costs

Administrative Costs cannot be over 10%. Please review the below and ensure your administrative costs are compliant. If the percentage is over 10%, please revise the administrative costs within the budget below.

Calculated Administrative Costs

## 2026 Projected Program Budget

Please provide the projected budget for the intended use of Developer Program grant funds which represents the most accurate and complete information at the time of application submission. The budget should be itemized and sufficiently detailed to describe how the intended use of grant funds is reasonable and aligned with eligible Developer Program activities (e.g. expected salaries, administrative costs, and other eligible, related costs). Please see previous page for a description of Ineligible Uses of Funds.

	Q4 2026	Q1 2027	Q2 2027	Q3 2027	Q4 2027	Q1 2028	Q2 2028
<b>Intern/ Fellow Salary</b>							
<b>Admin*</b>							
<b>Total</b>							

*\*May not exceed 10% of total grant funds awarded.*

## 2026 Projected Program Timeline

Please provide the Applicant's projected internship/fellowship program timeline. Include specific information identifying the start and end dates of interns/fellows and the projected exhaustion of grant funds.

<b>Q4 2026</b>	
<b>Q1 2027</b>	
<b>Q2 2027</b>	
<b>Q3 2027</b>	
<b>Q4 2027</b>	
<b>Q1 2028</b>	
<b>Q2 2028</b>	

## Certification and Signature – Applicant

**The undersigned certifies that:**

1. All information provided above is accurate and necessary steps were taken to ensure its accuracy; and
2. The Applicant meets the eligibility requirements of the Federal Home Loan Bank of Chicago’s Community First® Developer Program.

Authorized Signature: \_\_\_\_\_

Name \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Certification and Signature – Member

**The undersigned, with full authority to make the certification below on behalf of the member, hereby certifies that:**

1. All information provided above is accurate and necessary steps were taken to ensure its accuracy; including the exercise of a due diligence review to determine sufficient familiarity with the applicant and its suitability for the program; and
2. The Applicant meets the eligibility requirements of the Federal Home Loan Bank of Chicago’s Community First® Developer Program; and
3. The member is unaware of any unresolved acts of fraud, nor any criminal, civil, or administrative proceedings or financial distress involving the applicant or the actions of its employees while acting in their professional capacity.

Authorized Signature: \_\_\_\_\_

Name \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Please submit the Microsoft Form Application Questions, the Application Support Documentation, and Certificate of Good Standing or Status to [ci@fhlbc.com](mailto:ci@fhlbc.com) by **5 PM on July 31, 2026**. Only fully submitted applications will be considered for award.**