



# MEMBERSHIP APPLICATION INSTRUCTIONS

## COMMUNITY DEVELOPMENT FINANCIAL INSTITUTION (CDFI) CREDIT UNION

**Prior to completing this membership application, please contact an FHLBI representative (listed below) to discuss pertinent issues regarding membership by a CDFI Credit Union.**

1. Prepare and submit an original of this membership application to:  
  
Credit Services Department  
Federal Home Loan Bank of Indianapolis  
8250 Woodfield Crossing Boulevard  
Indianapolis, IN 46240
2. Prepare and include with the application the following documents related to the CDFI Credit Union applying for membership:
  - a. A copy of the financial statements for the most recent six quarters and the three most recent fiscal year-ends.
  - b. A copy of the most recent independent audit report conducted by a certified public accounting firm in accordance with generally accepted auditing standards (GAAS). In absence thereof, please contact the Credit Services department for other acceptable documents.
  - c. A copy of the certification received from the CDFI Fund. If the certification is more than three years old, the applicant must submit a written statement attesting that no material events that would adversely affect its strategic direction, mission or business operations have occurred since receipt of certification.
  - d. A copy of the Home Financing Policy and mortgage loan underwriting guidelines. Applicants should also include a written justification on how and why the applicant's home financing policy is consistent with the FHLB system's housing finance mission.
  - e. A copy of the CDFI credit unions's Articles of Incorporation, Articles of Association or Articles of Charter (as applicable), along with all amendments needed to establish exact legal name and a copy of the current bylaws.
  - f. A list of all directors, senior officers and subsidiaries of the CDFI Credit Union. For subsidiaries, please provide their primary activities.

If you have any questions regarding completion of this application, please contact:

Scott Stansberry, FVP, Credit Risk Director  
(317) 465-0505  
[dstansberry@fhlbi.com](mailto:dstansberry@fhlbi.com)

Jonathan T. Bundy, AVP, Underwriting Manager  
(317) 465-0448  
[jbundy@fhlbi.com](mailto:jbundy@fhlbi.com)



# MEMBERSHIP APPLICATION

## COMMUNITY DEVELOPMENT FINANCIAL INSTITUTION (CDFI) CREDIT UNION

Name of CDFI Credit Union:		
Street Address:		
P.O. Box:		
City:	State:	Zip:
Phone number:	Fax number:	
Federal Tax Identification Number:	Website Address:	
Name of Primary Contact Person:		
Title of Primary Contact Person:		
Phone number:	E-Mail Address:	

### GENERAL INFORMATION

1. Name Managing Officer: \_\_\_\_\_ Title of Managing Officer: \_\_\_\_\_
2. Location of all branch offices: (attach a separate sheet)
3. Has the applicant ever been a member of the Federal Home Loan Bank System?  Yes  No  
If so, when? \_\_\_\_\_  
Why did the CDFI Credit Union withdraw from membership? (attach a separate sheet)
4. Is the CDFI Credit Union incorporated under state or tribal law?  Yes  No
5. Date of the CDFI Credit Union's fiscal year-end. \_\_\_\_\_

Name of CDFI Credit Union: \_\_\_\_\_

6. Merger Activity Information:

- a. Has there been any merger or acquisition activity in the last two years of operation?  Yes  No
- b. Are there any pending mergers that will take place in the next two quarters?  
(If so, please attach a separate sheet briefly explaining.)  Yes  No

Name of CDFI Credit Union: \_\_\_\_\_



## COMPUTATION OF FHLBANK CAPITAL STOCK REQUIREMENT

\_\_\_\_\_  
Date - Latest Quarter-End

**TOTAL FIRST MORTGAGE REAL ESTATE  
LOANS / LINES OF CREDIT**

Include only first-lien 1-4 family and first-lien  
multi-family residential loans.

\$ \_\_\_\_\_

**LESS: CONSTRUCTION LOANS INCLUDED IN FIRST  
MORTGAGE REAL ESTATE LOANS / LINES OF CREDIT**

< \$ \_\_\_\_\_ >

**TOTAL FIRST MORTGAGE REAL ESTATE LOANS**

1. \$ \_\_\_\_\_

**MORTGAGE-BACKED PASS-THROUGH SECURITIES**

Do not include CMOs, REMICs or other mortgage-  
derivative products.

2. \$ \_\_\_\_\_

**TOTAL**

Sum of Line 1 and Line 2

3. \$ \_\_\_\_\_

**0.75 PERCENT OF LINE 3**

4. \$ \_\_\_\_\_

**LINE 4 ROUNDED TO THE NEXT HIGHEST \$100**

5. \$ \_\_\_\_\_

**MINIMUM REQUIREMENT**

6. \$ \_\_\_\_\_ 1,000

**DOLLAR AMOUNT OF FHLB STOCK REQUIRED**

Greater of Line 5 or Line 6

7. \$ \_\_\_\_\_

Name of CDFI Credit Union: \_\_\_\_\_



## **APPLICATION FOR MEMBERSHIP AND PURCHASE OF STOCK IN FEDERAL HOME LOAN BANK**

\_\_\_\_\_  
Date of Application

The undersigned applicant hereby applies for membership in the Federal Home Loan Bank of Indianapolis (FHLBank) and, if approved for membership, will purchase \_\_\_\_\_ shares of stock at the par value of \$100 each in the FHLBank, and agrees to make payment in the amount of \$\_\_\_\_\_ as payment of said stock purchase within 60 calendar days of approval for FHLBank membership.

Applicant is of the opinion that it is eligible to become a member of the FHLBank and that it is authorized to purchase and hold capital stock in the FHLBank and to maintain deposits there. Applicant understands that this application must be considered, acted upon, and approved by the Federal Housing Finance Agency (FHFA) before becoming a member of the FHLBank.

In submitting this application, applicant understands and agrees that:

1. Applicant will be advised whether or not its application for membership is approved.
2. If admitted to membership, applicant will conform to all requirements of the Federal Home Loan Bank Act, as now or hereafter amended, and to the rules and regulations thereunder.
3. In applying for, and if applicant is admitted to membership, the FHFA and the FHLBank are authorized to receive any information, examination reports and other supervisory materials provided by the appropriate state or federal regulatory authority or officer exercising supervisory authority over applicant regarding applicant and its affairs.
4. Applicant will not represent itself to be a member of the FHLBank until applicant has received notice of approval of membership and has purchased its minimum stock requirement.

Name of CDFI Credit Union: \_\_\_\_\_

### AFFIDAVIT OF MANAGING OFFICER

State of                                 }  
   }                 SS  
 County of                                 }

I, \_\_\_\_\_, Managing Officer of

\_\_\_\_\_  
 Name of CDFI Credit Union

do solemnly swear that, to the best of my knowledge and belief, the financial statements of said CDFI Credit Union correctly reflect the true financial condition thereof; that said CDFI Credit Union has no undisclosed assets nor any undisclosed liabilities either real or contingent that are not recorded therein; that all notes, mortgages, or other instruments supporting the assets recorded on the CDFI Credit Union’s financial statements are in full force and effect and that the signatures appearing thereon are genuine; and that there are no undisclosed commitments, no material pending suits, nor unsatisfied judgments against the CDFI Credit Union, except as follows:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Managing Officer

Subscribed and sworn to this  
 \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Name of CDFI Credit Union: \_\_\_\_\_



## **OFFICER CERTIFICATION ON CORPORATE, DIRECTOR, AND SENIOR OFFICER CONDUCT**

I certify that I am the chairperson, managing officer, or other duly authorized officer of the above applicant and that it is authorized under the laws of the United States and of this State, and under its corporate charter, constitution and bylaws, and by board resolution to apply for membership in, buy stock, do business with, open accounts, maintain deposit(s) in, become a member of the Federal Home Loan Bank referred to, and pay the expenses incident to such application; and that the foregoing has been legally done and validly executed to accomplish such purposes.

Furthermore, at the present time, I certify that except as described in a separate document filed with this membership application:

### **Enforcement Actions**

Neither the applicant nor any of its directors or senior officers is subject to, or operating under, any enforcement action instituted by its appropriate regulator.

### **Criminal, Civil or Administrative Proceedings**

Neither the applicant nor any of its directors or senior officers has been the subject of any criminal, civil or administrative proceedings reflecting upon creditworthiness, business judgment or moral turpitude since the most recent regulatory examination report.

### **Criminal, Civil or Administrative Monetary Liabilities, Lawsuits or Judgments**

There are no known potential criminal, civil or administrative monetary liabilities, material pending lawsuits or unsatisfied judgments against the applicant or any of its directors or senior officers since the most recent regulatory examination report that are significant to the applicant's operations.

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

\_\_\_\_\_  
Chairperson or Managing Officer

Name of CDFI Credit Union: \_\_\_\_\_

I certify that I am the duly elected, qualified, and acting secretary (or cashier) of the above mentioned applicant and that at a regular meeting of its board of directors/trustees or at a special meeting thereof called for that purpose, a quorum being present, a resolution was adopted, and recorded in the minutes as follows:

“BE IT RESOLVED that this CDFI Credit Union applies for membership in the Federal Home Loan Bank of Indianapolis, that if approved for membership it will subscribe and pay for stock therein as provided in the Federal Home Loan Bank Act, as amended, and that it be fully authorized to do business with, and exercise all of the privileges of membership in said Bank as provided in said Act;”

“BE IT FURTHER RESOLVED that the managing officer and secretary (or cashier) be authorized and directed to execute an application as prescribed by the Federal Housing Finance Agency and any other papers and documents required in connection therewith, to pay all expenses, and to do all other things necessary or proper in connection with applying for, obtaining and retaining such membership privileges thereof as the said Agency may by regulations prescribe.”

I further certify that, pursuant to said resolution, the foregoing application for membership was duly executed and that any information and documents required by the Federal Housing Finance Agency are attached or accompany the same and that said information is correct and said documents are true and correct copies of what the same purport to be.

\_\_\_\_\_  
Secretary or Cashier



Name of CDFI Credit Union: \_\_\_\_\_

## MORTGAGE LENDING QUESTIONNAIRE

1. Please place an (x) next to each type of long-term mortgage loan the bank originates (include loans originated that will subsequently be sold within the secondary market and those originated through subsidiaries):

Original Maturity	Fixed-Rate	Variable-Rate	Amortization Period
5-year balloon:	_____	_____	_____ Years
7-year balloon:	_____	_____	_____ Years
10-year balloon:	_____	_____	_____ Years
10-year	_____	_____	_____ Years
15-year	_____	_____	_____ Years
20-year	_____	_____	_____ Years
30-year	_____	_____	_____ Years
Maximum loan-to-value:	_____	% (Fixed-Rate)	
	_____	% (Variable-Rate)	

Other comments regarding home mortgage loan programs offered:

2. Is your CDFI Credit Union an approved seller/servicer for: FHLMC?  Yes  No FNMA?  Yes  No

3. Does your CDFI Credit Union offer mortgage loans on multi-family dwellings?  Yes  No

If so, please describe briefly the terms offered.

Name of CDFI Credit Union: \_\_\_\_\_

A requirement for membership in the Federal Home Loan Bank System is that an applicant demonstrates its “compliance with sound and economical home financing.” This requirement can be satisfied through submission of a Home Financing Policy and a written justification of how and why the applicant’s home financing policy is consistent with the FHLB system’s housing finance mission. Each will be evaluated and considered by the Federal Home Loan Bank of Indianapolis.

Examples of management’s commitment **may** include:

1. Describe in what ways your institution participates in community development and displays community support.
2. Describe products and/or services offered that are designed toward community investment.
3. Describe management’s philosophy or strategy regarding the origination, purchase and/or holding of mortgage-related assets (MRAs) that reflect support to the communities in which the institution markets its products. MRAs include single-family home mortgage loans, home equity loans and lines-of-credit, multi-family home mortgage loans (apartment buildings, college dormitories, nursing homes/care centers for elderly individuals, etc.), pass-through, mortgage-backed securities and collateralized mortgage obligations (CMOs and REMICs).
4. If the institution originates mortgage loans on residential properties, does the company participate in the origination of subprime, non-traditional and/or predatory type products?
5. In purchasing MRAs, explain the institution’s policies/practices in attempting to ensure that underlying mortgage collateral is not subprime, non-traditional and/or predatory.
6. List any other information that reflects the institution’s “compliance with sound and economical home financing.”

Name of CDFI Credit Union: \_\_\_\_\_

## COMPUTATION OF RESIDENTIAL MORTGAGE LOAN REQUIREMENT CALCULATION

Date - Latest Quarter-End

**1-4 Family Residential Mortgage Loans  
(Include First and Junior Liens)**

Subtract vacant lot loans and all construction loans. 1. \$ \_\_\_\_\_

**Multi-Family Residential Mortgage Loans**

Subtract vacant lot loans and unfunded construction loans. 2. \$ \_\_\_\_\_

**Funded Residential Construction Loans**

Subtract unfunded loans, nonresidential loans and land development loans. 3. \$ \_\_\_\_\_

**Consumer Loans**

Include only mobile home loans not secured by real estate, but subtract other consumer loans such as vehicle or educational loans. 4. \$ \_\_\_\_\_

**Residential Mortgage Pass-Through Securities**

5. \$ \_\_\_\_\_

**Residential Mortgage-Derivative Securities**

6. \$ \_\_\_\_\_

**Total Mortgage-Related Assets**

Sum of Lines 1 to 6 7. \$ \_\_\_\_\_

**Total Assets**

8. \$ \_\_\_\_\_

**PERCENT OF MORTGAGE-RELATED ASSETS**

Line 7 divided by Line 8 \_\_\_\_\_ %

Footnote: An applicant's balance sheet must contain at least 10% of its assets in residential mortgage loans as defined in §1263.1 and §1263.10. Other types of loans not listed above that are residential in nature may also qualify for the 10% requirement and will be reviewed as requested.