



Advancing Development Finance Knowledge, Networks & Innovation

CDFA Training Institute

Development Finance Certified Professional DFCP Program

Overview & Completion Requirements

*The Industry's Only Comprehensive Development
Finance Professional Certification Program*

www.cdfa.net

PROGRAM *in* DETAIL

Development finance is the most critical element of the economic development process. Nearly every project or deal hinges on the availability of affordable capital and other financing resources. Traditionally, development finance has been overlooked and underappreciated within the mainstream economic development community. CDFA's **Development Finance Certified Professional (DFCP) Program** aims to address this educational gap to build a network of qualified and leading finance professionals nationwide.

For over 25 years, CDFA's Training Institute has been the nation's most comprehensive education initiative dedicated to the economic development finance industry. Through the Institute's vast course offerings and professional interactions, economic developers and finance professionals from both the public and private sector have gained valuable knowledge and access to the entire development finance industry.

CDFA's **Development Finance Certified Professional (DFCP) Program** is designed to produce graduates with a comprehensive knowledge of development finance concepts, tools and applicability. The DFCP Program is designed to provide graduates with a deep understanding of the entire development finance spectrum by covering elements in the core curriculum areas as well as several elective options. Course curriculums cover a wide range of topics, including:

- Fundamentals of Development Finance
- Bond Finance
- Tax Increment Finance
- Tax Credit Finance
- Revolving Loan Fund Finance
- Federal Financing Programs
- Energy Finance
- Innovation Finance – Seed, Angel & Venture Capital
- Brownfield Finance
- Transportation Finance
- Access to Capital Finance
- Special District Finance

Every CDFA Training Institute course is customized to provide the highest educational experience possible. Courses are taught using a variety of methods including lecture, case studies, class exercises, panel discussions, peer group workshops, and other interactive approaches. Many topic areas have both introductory and advanced options, and to further maximize access to these educational offerings, CDFA offers multiple courses per week allowing professionals to attend a variety of courses throughout the year. Some topic areas are also offered online as WebCourses, reducing the cost for attending the Institute but still delivering an industry acclaimed educational experience.

CERTIFICATION BENEFITS

Graduates of CDFA's Development Finance Certified Professional (DFCP) Program will gain valuable knowledge and experience within the complex development finance industry and achieve a level of understanding unmatched by any other professional certification program.

Graduates of the DFCP Program will be recognized as the most qualified leaders in the development finance industry and will have better access to professional and personal achievement throughout their career.



Completing the DFCP Program
signals to colleagues, clients and
the community that you are qualified
and skilled to lead critical
development finance efforts.

Upon the completion of program requirements, DFCP Program graduates will be recognized formally at the CDFA Annual Development Finance Summit. In addition, graduates will be given the professional designation of "Development Finance Certified Professional" and will be permitted to place the designation of DFCP after their name. Graduates may also use the term "graduate of the CDFA Training Institute's Development Finance Certified Professional (DFCP) Program" on their resume and professional biography.

Graduates will be given a diploma plaque detailing their accomplishment and will be recognized by CDFA nationally through a press release and online at www.cdfa.net.

GRADUATION REQUIREMENTS

CDFA's Development Finance Certified Professional (DFCP) Program is designed to be rigorous but also efficient and achievable. The objective of the program is to produce qualified graduates who meet the requirements of the DFCP Program. It is in the best interest of CDFA and participants that this program be managed in a manner that maintains a high level of integrity while providing a clear path towards graduation. Participants must attend a variety of CDFA Training Institute courses and complete a comprehensive exam once course requirements have been met. CDFA's flexible training schedule allows for participants to graduate in as little as two years. However, CDFA expects most participants to complete the program over a three-year period.

To be considered for graduation from the DFCP Program, individuals must attend a total of six CDFA Training Institute courses and complete a single comprehensive exam. Course attendance must meet the following requirements:

1. Attend CDFA's Fundamentals of Economic Development Finance Course
2. Attend five additional CDFA Training Institute courses, two of which must be advanced

Participants with over 10 years experience may opt out of the Fundamentals of Economic Development Finance Course but must attend an additional course to meet the six course requirement.

In order to graduate, participants must complete a comprehensive final exam via an online testing service. The final exam will be offered periodically throughout the year and will cover the core competencies of development finance. Detailed information concerning the exam is available through CDFA.

There are no formal annual maintenance requirements for the DFCP Program. However, CDFA will be developing programming and advanced leadership learning opportunities for graduates of the program. CDFA will work vigorously to keep graduates engaged in the learning process and will develop the next generation of course instructors from the graduate pool.

Participants who have already completed CDFA Training Institute courses will be given credit for those courses and will have the opportunity to complete the remaining requirements to graduate.

UP-FRONT PRICING

CDFA’s Development Finance Certified Professional (DFCP) Program provides a learning experience unlike any other program, offering the most efficient and cost effective training available in the development finance industry. The DFCP Program has a straightforward pricing structure to give participants the opportunity to plan their professional development activities.

Registration for each CDFA Training Institute course is approximately \$550 for members and slightly higher for non-members. Joining CDFA greatly reduces the expenses incurred for program participation. In addition, participants must pay a \$400 exam fee for the final exam. This exam fee allows participants to take the final exam up to two times. Subsequent attempts will require an additional exam fee.

Over the length of the program, participants can expect to pay between \$3,800-4,500 to complete all requirements.

CDFA’s straightforward pricing model allows participants to plan their professional development activities with a clear understanding of the potential costs incurred. Over a three-year period, participants of the **Development Finance Certified Professional (DFCP) Program** can expect to pay approximately \$1,200 per year, well within the capacity of most organizations or individuals seeking professional development.

Sample Course Sequence	
Year 1	Fundamentals Course Intro Bond Finance Course
Year 2	Intro Tax Increment Finance Course Intro Tax Credit Finance Course
Year 3	Advanced Tax Increment Finance Course Advanced Bond Finance Course
Completion	Comprehensive Exam & Graduation

**Note: Rates are based on 2010 figures and are subject to change. Members and non-members pay different rates accounting for the variation in expected program expenses. Rates do not include travel expenses.*

COURSES OFFERED

■ Fundamentals of Economic Development Finance Course

The Fundamentals Course is the foundation for all of CDFA's educational offerings. This course will help you understand the variety of development finance tools available, from bonds, tax credits and TIF, to federal financing programs, RLFs, and access to capital lending resources.

■ Intro Bond Finance Course

The Intro Bond Finance Course offers an in-depth look at tax-exempt financing with an emphasis on IDBs and 501(c)(3) bonds. This intro level course provides a solid foundation for building a strong IDB program, which can bring economic growth to your community or expand your client base.

■ Advanced Bond Finance Course

The Advanced Bond Finance Course is designed for professionals who already have an understanding of tax-exempt financing and seek detailed instruction on complex financing techniques, including the application of financial derivatives, advance refundings, how to spot arbitrage issues, and investing bond proceeds.

■ Intro Tax Increment Finance Course

The Intro Tax Increment Finance Course offers an in-depth look at the guiding principles and appropriate application of TIF. This course brings TIF deal-making and best practices into focus through a two-day program targeting the entire TIF community including economic developers, public agency representatives, bond issuers, legal professionals, developers, financial advisors, and other stakeholders.

■ Advanced Tax Increment Finance Course

The Advanced Tax Increment Finance Course builds upon CDFA's introductory TIF Course by focusing more concretely on structuring the deal and developing short- and long-term policies. You will also learn about performance monitoring, feasibility analysis and using TIF in conjunction with other development finance tools.

COURSES OFFERED

■ Intro Tax Credit Finance Course

The Intro Tax Credit Finance Course examines the application of tax credit programs in greater economic development finance efforts. This course will discuss the practical application of tax credit programs including brownfields, new markets, low income housing, historic preservation, and state-specific programs.

■ Intro Revolving Loan Fund Course

The Intro Revolving Loan Fund Course offers an in-depth look at RLF program development, implementation and management. This course will demonstrate how a RLF program can compliment economic development strategies, encourage investment and assist traditionally underserved businesses.

■ Innovation Finance Course

The Innovation Finance Course explores the growing seed, venture capital and angel investment industry and provides clear direction for designing and implementing capital formation models at the local, regional and state levels. At this course, the nation's top innovation finance leaders will discuss how to establish a public-sector driven, but private-sector supported initiative.

■ Federal Financing Course

The Federal Financing Course provides an in-depth look at the financing programs and resources provided by the United States government from agencies including HUD, EDA, USDA, Treasury/CDFI Fund, EPA and others. Representatives from these agencies will discuss the variety of resources available to communities of all sizes and case studies will be presented by development finance agencies that have utilized federal financing.

■ Intro Energy Finance Course

The Intro Energy Finance Course explores the wide range of tools available for financing energy projects, including bonds, tax credits, revolving loan funds, grant programs, and more. This course will cover how new energy production/generation, energy efficiency, retrofitting and support programs are used throughout the country to encourage investment in large and small energy projects alike.

In the coming years, CDFA's Training Institute will also offer courses focused on access to capital, brownfield finance, transportation finance, as well as advanced courses in tax credits, revolving loan funds, and energy finance. A complete list of course offerings and a current schedule of CDFA Training Institute events can be found online at www.cdfa.net.

CDFA Training Institute

Development Finance Certified Professional Program

Get started today! Your path to a becoming a
Development Finance Certified Professional
begins with just a few quick steps:

1. Visit www.cdfa.net to see the current list of course offerings.
2. Register for the Fundamentals of Economic Development Finance Course or other courses in the CDFA Training Institute.
3. Pick 5 other courses to take over the next three (or more) years.
4. Start down the road to personal and professional advancement.

Learn more and jumpstart your career today at www.cdfa.net.

CDFA: *Advancing Development Finance Knowledge, Networks & Innovation*



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