Federal Credit Union Proof of Concept Form

Indicates required field

OMB Control Number 3133-0202

Note, closing this window at any time prior to submission will result in the loss of content entered.

You may work offline by saving a PDF version of this page. Use your browser's print feature or click on the print icon located in the upper right corner of the page. Enter all information into the PDF, then copy and paste from the PDF into this online form when you are ready to submit.

Introduction

Phase One of the proposed new credit union charter process consists of identifying a viable Field of Membership (FOM). If you need assistance at any point during this process, please contact dcamail@ncua.gov

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Primary Organizer Information
First Name:
Last Name:
Email Address:
Phone Number:
Address:
City:
State:
Zip Code:
Secondary Organizer Information (Optional)
First Name:
Last Name:

Email Address:
Phone Number:
Address:
City:
State:
Zip Code:
Proposed Federal Credit Union (PFCU)Profile Basics
First Choice
PFCU Name:
Second Choice
PFCU Name:
State:
Region: (auto populates)

Field of Membership

Items in Red DO NOT appear in the form. These comments provide the reviewer with information on how the form will flow.

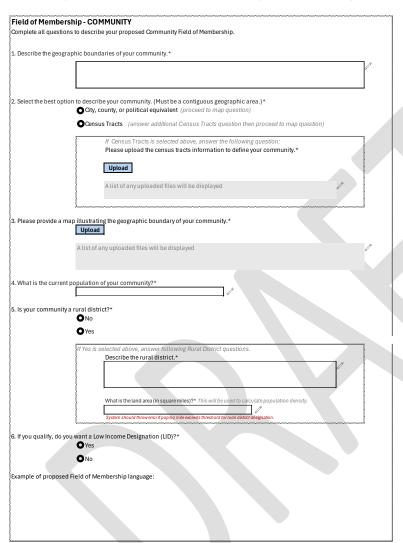
(NOTE-The field of membership section is being redesigned. It will be a dynamic form within the system which uses conditional logic that adapts to user input, showing or hiding fields/modules based on previous answers. This personalized experience streamlines the completion of the form and improves user engagement. The system will also provide guidance to assist organizers with understanding of the requirements better than the current online submission form. In addition, fields requiring completion will be based on field of membership type.)

Select the category that best describes your proposed FOM:

An area defined by a geographic boundary (System will proceed to the Community field of membership module)

☐ Members and/or employees of one or more occupational and/or associational group(s) (System will proceed to the Common Bond field of membership module)

1) Option 1-Field of Membership-Community Module



2) Option 2-Field of Membership-Common Bond Module

Complete all questions	to describe your Single Common Bond or Multiple Common Bond proposed field of membership.
1. Which of the followin	g make up your proposed field of membership?*
	Members and/or employees of an occupational or associational group (A Single Common Bond)
	Select the type of single common bond that describes your field of membership
	Occupation Trade, Industry or Profession (TIP) If TIP is selected, cannot add additional groups to FOM
	Association
OPTIONAL: and	Members and/or employees of additional occupational and/or associational group(s) (Multiple Common Bond)
	Select the types of common bond that make up your field of membership (may choose both)
	Association

System will proceed to either occupational, associational, TIP module

1) Occupational Module

r	
	COMMON BOND (continued) LE (system will present more than once if organizer indicated MCB with more than one occupational group)
23001 ATIONAL PIODO	(0)0000 p. soonemore than once it organizes indicated Pieb with more than one occupational group)
1. What is the name of t	he company (occupational group)?*
	[Company Name]
2. Where is the compan	y (occupational group) located?*
	[Location]
	If Multiple Common Bond was indicated in Section 4 b Q1, system present following
	Where will the credit union service facility be located?*
	[Service Facility Location]
	What is the distance between company location and credit union service facility location
	[Distance between locations in miles]
3 How many employees	s does the company (occupational group) have?*
, , ,	[Number of Employees]
	Following boxwill only appear if MCB and 5000 or more employees
	If MCB and 5000 or more employees, must answer FOM overlap question Is this group in the FOM of another credit union?*
	O Yes
	○ No
	If yes, provide letter from the credit union.
	Upload
	A list of any uploaded files will be displayed
4. Which clause best de	scribes the field of membership for your proposed federal credit union? Select one.*
C	Employer located in [location], has multiple work locations, and all employees are paid from [location].
	Employer located in location, has multiple work locations all ampleses may not be paid from
	Employer located in [location], has multiple work locations, all employees may not be paid from [location], but all employees are supervised from [location].
C	Employer located in [location], has multiple work locations, but employees (not working in [location]) are either paid from, or are supervised from [location].
	etutet paru trotti, or are supervised trotti [tocation].
C	Employer located in [location], has multiple work in, paid from, and supervised from locations, but all
	employees are considered headquartered in [location].
C	Employees working at, and students attending (except pre-kindergarteners), a particular school or school
	district with the goal of obtaining a diploma/degree.
	Students (except pre-kindergarteners) attending a particular school or school district with the goal of
	obtaining a diploma/degree.
C	Board of Directors of [Company Name] located in [location].
C	Board of Directors and officers of [Company Name] in [location].
C	Employees and the Board of Directors of [Company Name] who work in [location].
C	Employees and the Board of Directors of [Company Name] who work in or are paid from [location].
C	Employees and the Board of Directors of [Company Name] who work in or are paid or supervised from
	[location].
5. Please upload the Sp	onsor Letter from the company (occupational group).*
	Upload
	A list of any uploaded files will be displayed
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2) Associational Module

SSOCIATIONAL MOI	DULE (system will present more than once if organizer indicated MCB with more than one associational group)
What is the name o	of the association?*
	[Association Name]
Vas the association	on formed primarily for the purpose of expanding credit union membership? Yes No
Vhere is the assoc	ation headquarters located?*
	[Location]
	If Multiple Common Bond was indicated in Section 4 b Q1, system present following Where will the credit union service facility be located?*
	[Service Facility Location]
	What is the distance between association location and credit union service facility loc
	[Distance between locations in miles]
The associational	common bond for the proposed federal credit union is best described as a(n):*
	O Alumni association
	• Religious organization, including churches or groups of related churches
	• Electric cooperative
	O Homeowner's association
	Q Labor union
	Scouting group
	Parent teacher association (PTA) organized at the local level to serve a single school district
	Ochamber of commerce group (members only and not employees of members)
	Athletic booster club whose members have voting rights
	• Fraternal organization or civic group with a mission of community service whose members have voting right (System only display following question when this option is selected)
	Please provide supporting evidence of how association provides community service.
	Upload
	A list of any uploaded files will be displayed
	A list of any uptoaueu files will be displayed
	Organization having a mission based on preserving or furthering the culture of a particular national or ethnic origin
	(System only display following question when this option is selected) Please provide supporting evidence of how association preserves or furthers the culture of a particular
	national or ethnic origin.
	Upload
	A list of any uploaded files will be displayed
	Organization promoting social interaction or educational initiatives among persons sharing a common
	occupational profession
	(System only display following question when this option is selected)
	Please provide supporting evidence of how association promotes social interaction or educational initiatives for persons sharing a common occupational profession. Upload
	A list of any uploaded files will be displayed

Continued:

ther	(System only display following Totality of Circumstances questions when Other is selected)
otality o	of Circumstances
	nswer the following questions about your association.
n memi	pers participate in the furtherance of the goals of the association?*
o mem	• Yes
	O No
	Please provide examples of how the members participate in the furtherance of the
	goals of the association.*
	Ĭ
oes the	association maintain a membership list?*
	O Yes
	○ No
	Please explain.*
nas tha	association sponsor activities?*
ocs arc	O Yes
	Ŏ No
	Please provide examples of activities the association sponsors.*
nne +h -	association have an authoritative definition of who is eligible for membership?*
ues uie	O Yes
	O No
	Please provide the authoritative definition of who is eligible for membership (e.g.,
	bylaw section reference).*
n memi	pers pay dues?*
Jilicilii	O Yes
	O No
	Please provide the amount each member is required to pay in dues.*
o momi	pers have veting righted*
o memi	pers have voting rights?* Yes
	O No
	Please explain the membership's voting rights.*
oes tne	association hold periodic member meetings?* Yes
	O No
	Please explain.*
	group and the proposed federal credit union operate in a way that demonstrates the separate e existence of each entity?*
протис	Yes
	O No
	Please explain.*
	member buy a product or purchase a service in order to join the association or club (client- r relationship)?*
istoine	Yes
	O No
	Please explain.*
lease pi	ovide supporting evidence, if applicable, for the association details described above.
	Upload
	A list of any uploaded files will be displayed

Continued:

	of the Articles of Incorporation for the Association, or other acceptable verification of the formation of the Ass Upload	sociation
	A list of any uploaded files will be displayed	9
	of the approved bylaws of the Association.* Upload	
	A list of any uploaded files will be displayed	
7. When were the Associ	iation's bylaws approved?* DD/MM/YYYY	
8. How many primary po	otential members does the association currently have?* [Number of Members] #MCB and 5000 or more members, system display overtap question	
	If MCB and 5000 or more employees, must answer FOM overlap question Is this group in the FOM of another credit union?* Yes No	
	If yes, provide letter from the credit union. Upload	
	A list of any uploaded files will be displayed	
9. Select the clause that	best describes the FOM for your proposed federal credit union. (The system will present one of the following st	ets of
FOM clauses based on t	he type of association selected in Q4.)	
	If Alumni, Electric Coop, Homeowners (HOA), Labor Union, Scouting, Chamber of Commerce, Cultural or Ethnic, Professional or Other was indicated in Q4, system will present the following FOM options.	
	Association Field of Membership (FOM)	
	This field of membership language applies to Alumni, Electric Coop, Homeowners (HOA), Labor Union, Scouting, Chamber of Commerce, Cultural or Ethnic, Professional, and Other types of associations.	
	Select the clause that best describes the Field of Membership for your proposed federal credit union:*	
	Members of [Association Name] in [location] who qualify for membership in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date (or bylaws date if Assoc. Type is Other)].	
	Employees and members of [Association Name] in [location], who qualify for membership in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date (or bylaws date if Assoc. Type is Other)].	
	• Voting members of [Association Name] in [location], who qualify for membership in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date (or bylaws date if Assoc. Type is Other)].	
	Employees and voting members of [Association Name] in [location], who qualify for membership in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date (or bylaws date if Assoc. Type is Other)].	

Continued:

This clause allows the codd union to serve members of a fath based organization and students attending a school of the fath based organization. © Employees and members of [Association Name] and students attending [School Name] local in [location]. This clause allows the codd union to serve members and employees of a fath-based organization and students attending a school the fath-based organization. If you selected a FOM that includes students attending a school, what is the name of the school? [School Name] If Parent Teacher Association (PTA) was indicated in Q4, system will present the following FOM options: Parent Teacher Association (PTA) was indicated in Q4, system will present the following FOM options: Parent Teacher Association (PTA) Field of Membership [FOM) This field of membership language applies to PTAs. Select the clause that best describes the field of membership for your proposed federal credit union: © Members of [Association Name] (local PTA chapter) in [location], who qualify for members in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date]. This clause allows the credit union to serve all members of the paracular of the association (includes all claused in members of paracular in the credit union). © Employees and members of [Association Name] (local PTA chapter) in [location], who qualify for membership in accordance with its charter and bylaws in effect on [bylaws date]. This clause allows the credit union to serve all members of the local chapter of the association (includes all claused in members of the local chapter of the association (includes all claused in members) and paracular in effect on [bylaws date]. This clause allows the credit union to serve all members of the local chapter of the association (includes all claused in members of the local chapter of the association (includes all clauses of members who participate in the furtherince of the association (includes all clauses of members who participate in the furtherince of the assoc	Members of [Association Name] located in [location]. The clause allows the credit union to serve members and employees of a faith-based organization (church, temple, syrragogue, mosque, etc.). ■ Employees and members of [Association Name] located in [location]. The clause allows the credit union to serve members and employees of a faith based organization (church, temple, syrragogue, mosque, etc.). ■ Members of [Association Name] and students attending [School Name] located in [location]. The clause allows the credit union to serve members of a faith based organization and students attending a school of the faith base organization. ■ Employees and members of [Association Name] and students attending [School Name] location]. The clause allows the credit union to serve members and employees of a faith-based organization and students attending a school of the faith-based organization. If you selected a FOM that includes students attending a school, what is the name of the school? [School Name] If Parent Teacher Association (PTA) was indicated in Q4, system will present the following FOM options: Parent Teacher Association (PTA) Field of Membership (FOM) This field of membership language applies to PTAs. Select the clause that best describes the field of membership for your proposed federal credit union:* ■ Members of [Association Name] (local PTA chapter) in [location], who qualify for members in accordance with its charter and bylaws in effect on [FOM Preliminary Approval Date]. The clause allows the credit union to serve all members of the local chapter of the association in due to the subscience of the association in the furthernore of the association in the h		sed Association Field of Membership (FOM) d of membership language applies to faith-based associations
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3) TIP Module

2. How will credit union membership eligibility be determined?*		Please include the North American Industry Classification System (NAICS) Codes of the industry.	P
	2. How will credit unior	membership eligibility be determined?*	
3. What geographic limitations apply to your TIP?*	O Miles to a second section like		

Additional module if multiple common bond field of membership (Underserved Area):

	hip include an underserved area?* O Yes
	O No
If "	yes" is selected, answer the following questions about the underserved area.
Ple	ease describe the proposed underserved area being requested.*
	[Identify the census tracts of the underserved area] Text field, and must include list of
	the numbers of the census tracts (each is 11 digits long - have system validate!)
	NOTE: can be 100s of tracts, system must support! (alternatively, can upload
Ple	ease upload the census tracts information to define the undersaved area.*
	Upload Upload a spreadsheet list of the numbers of the census tracts
	A list of any uploaded files will be displayed
Die	ease provide a map demonstrating the geographic boundaries of the proposed underserved are
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	A list of any uploaded files will be displayed nat is the population of the proposed underserved area?* Please provide the source of the population data.* w does the area qualify as a Local Community or Rural District?*

Capital Planning

What's your plan for obtaining donated capital?

State the total estimated amount of donated capital?

Describe how you arrived at this number (for the total estimated amount of donated capital).

How many years of support do you expect from your sponsor? Describe the type of ongoing support you expect.

Please provide any letters of commitment for sources of donated capital (Letters of commitment for capital are optional for Phase One. This will be required later if the application proceeds.).

- (upload button)

Research Certification

Did the organizers conduct extensive research into credit unions and the rules and regulations that govern them? Research should include, at a minimum, the following:

- The NCUA Regulations, with particular attention to Part 701-Organization and Operation of Federal Credit Unions; (hyperlinked)
- Appendix B to Part 701 of the NCUA Regulations the Chartering and Field of Membership Manual; (hyperlinked) and
- The NCUA Learning Management Service (LMS) materials (log-in will be required on the LMS' main page under "Account Access"). (hyperlinked)

Research Self-Certification

- I have reviewed and am familiar with the NCUA documents outlined in NCUA's Federal Credit Union Charter Application Guide. In addition, I am familiar with the regulatory and consumer requirements for chartering and operating a federal credit union. I have researched requirements for the following:
 - Credit union rules and regulations (hyperlinked above)
 - Low-income designation (hyperlinked above)