## Los Angeles County Targeted Area Task Force **Reference Guide**



Note: This is a tool for basic information purposes only and is subject to change.

There are some definite advantages to purchasing a home in one of California's Targeted Areas. Thirty-three of California's 58 counties have targeted areas - with Los Angeles having almost half. Purchasing a home in these areas allows greater flexibility for buying a home.

### What is a Targeted Area?

Areas that are "targeted" by the Federal Government were identified in the 2000 Census as areas in California where 70 percent of the families who live there earn an income that is 80 percent or less than the statewide median income.

(While cities, counties and other governmental agencies may also have specific areas in their jurisdiction "targeted" for other program purposes, only those census tracts identified by the Federal Government as "targeted" are used for CalHFA's purposes, as it relates to a waiver of the first-time homebuyer requirement, sales price limits and certain income limits.)

### What are the benefits of buying a home in a Targeted Area?

To encourage homeownership in Targeted Areas, certain incentives are provided. These are:

- The first-time homebuyer requirement is waived
  - Most of CalHFA's programs require that the borrower is a first-time homebuyer, but when the home being purchased is located in a Targeted Area, that requirement is not enforced. (*The first-time homebuyer requirement does still apply for CalHFA's down payment assistance programs.*)
- The <u>income limits</u> are higher-
  - The maximum allowable income is higher in Targeted Areas to expand homeownership opportunities to more borrowers. (*The higher income limits apply when using any of CalHFA's first mortgage products and only HiCAP and CHAP down payment assistance programs..*)
- The sales price limits are higher-
  - In Targeted Areas, the limit on the price you pay for the home is raised to create a larger pool of available properties.

Interest Rate Reduction of 0.125% on the CalHFA First Mortgage not to exceed 0.25% total Interest Rate Reduction
 See CalHFA Rate Sheet for details

### How do I locate Targeted Areas in California?

There are several ways to determine where Targeted Areas are located in your county. Choose one of the scenarios below by clicking on the link provided:

Please Note: You should have the list of eligible census tract numbers handy for the area in which you are looking.

- I would like to find all Targeted Areas in my county. OR
- I have a census tract number and would like to find out if it is in a Targeted Area.
  - o <u>http://www.calhfa.ca.gov/homeownership/information/target-area.pdf</u>
- I have an address and would like to find out if it is in a Targeted Area.
  - <u>http://www.ffiec.gov/Geocode/default.aspx</u>

CalHFA does not lend money directly to consumers. CalHFA works through and uses approved private lenders to qualify consumers and to make all mortgage loans. CalHFA purchases closed loans that meet CalHFA's requirements. The fees consumers pay could be different depending on the lender and the program.

	LA Task Force Member Contact Information							
Name	Occupation	Company	Company City	Office Phone #	Cell Phone #	Fax #	E-Mail Address	Additional Languages
	Broker	GBI Investments Inc DBA Maazda Realtv	Ontario	909-646-8889	562-714-1814	562-376-9373	aul@moorarealty.com	Spanish, Chinese And Korean
Gul Iranpur Carmen Hill	Realtor	CitiHousing Real Estate Services	Cerritos	562-402-4153	323-839-8123	425-795-8152	gul@maazarealty.com Citihousing20@aol.com	N/A
Joseph Guzman	Loan Officer	Wells Fargo Home Mortgage	Hermosa Beach	562-822-0765	562-822-0765	866-972-0819	Joseph.b.guzman@wellsfargo.com	N/A
Angelica Suarez	Realtor	Re/max Execs Southbay	Carson	310-802-2444	310-261-7700	310-952-1195	Angelica@AngelicaSuarez.com	Spanish
Robert Carrillo	Broker	Robert Carrillo R.E. Broker	Los Angeles	323-864-4116	323-864-4116	909-912-8600	carrillofirst@gmail.com	Spanish
Laura Lara	Realtor	Keller Willams Realty Bona Real Estate	Encino	818-657-6500	818-968-3660	818-657-6501	lara4re@gmail.com	Spanish
Mary Elena Lomeli	Realtor	Advantage Cal All West	Los Angeles	323-982-8420	818-426-0137	323-214-8085	bonadvantage@yahoo.com	Spanish
Robert Pennington	Realtor	Properties	Sherman Oaks	323-644-1703	818-694-6931	323-644-1023	robertjpennington@gmail.com	Spanish Spanish
Yolanda Velasco	Broker	Realty Wells Fargo Home	Hawthorne	310-376-4573	310-848-4636	310-388-1047	yvelasco777@yahoo.com	and French
Cristian Correa Ric Dizon	Loan Officer	Mortgage iMortgage	Orange Long Beach	714-913-8062 562-257-5008	N/A 714-396-6829	866-840-4852 877-649-6035	Cristian.Correa@wellsfargo.com ric.dizon@imortgage.com	Spanish Tagalog
Pamela Dizon	Realtor	RE/MAX Tiffany Real Estate		714-763-2100	714-698-9895	877-655-6297	Lapalmahomefinder411@gmail.com	Tagalog

Bell	Inglewood/Lennox	Los Angeles	2243.1	2371
5336.01	6006.02	L.A. (Athens)	2243.2	2375
5338.01	6011	2911.2	2244.1	2376
Bell Gardens	6012.11	L.A. (Central)	2244.2	2392
5339.01	6015.01	2113.1	2247	2393.1
5339.02	6016	2114.1	2260	2393.3
5340.01	6017	2118.01	2225	Uninc. L.A. (Central)
5341.02	6018.02	2118.02	2312.1	5350
	Inglewood	2119.1	2313	5351.01
Compton	6019	2123.04	2324	5352
5414	Lancaster	2123.05	2325	5353
5415	9008.06	2124.1	2326	6001
5426.01	9006.02	2124.2	2349	6002.01
5426.02	9007.04	2125	2361	6002.02
	Long Beach	2126.1	2362.01	6003.01
5416.04	5702.03			L.A. (Downtown)
5416.05	5703.04		2372	2060.1
5416.06	5706.03		2246	2060.2
Cudahy	5725	2132.02	2264.1	2060.3
5343.01	5728	2133.1	2264.2	2062
5344.04	5729	2181.2	2267	2063
5344.05	5730.01	2182.1	2270.1	2071
5344.06	5730.02	2188	2270.2	2073
El Monte	5732.01	2189	2281	2077.1
4328.01	5732.02	2213.01	2282.1	2080
4328.02	5733	2213.02	2282.2	2083
4333.01	5751.01	2214	2283.1	2084
4334.02	5751.02	2215	2283.2	2085
4334.03	5751.03	2222	2284.1	2086.2
4335.02	5752.01	2121	2284.2	2087.1
4339.01	5752.02	2122.02	2285	2087.2
Glendale	5753	2122.03	2286	2088
3022.01	5754.01	2122.04	2287.1	2089.02
3025.01	5754.02	2123.03	2287.2	2089.03
Hawthorne	5755	2123.06	2288	2089.04
6021.05	5758.01	2133.2	2289	2091.01
6025.01	5758.02	2134.01	2292	2091.02
6025.02			2293	
6025.03		2211.1	2294.1	2093
Huntington Park	5759.02	2211.2	2294.2	2094.01
5326.05		2212.2	2311	2094.02
5326.06			2312.2	2094.03
5331.03		2217.1	2316	2095.1
5331.04	5764.02	2218.1	2317.1	2095.2
5331.05			2317.2	2098.1
5331.07	5765.01	2226	2318	2098.2
5332.01	5765.02	2227	2319	2100.1
5335.01	5765.03		2321.1	2111.1
5335.03		2240.2	2321.2	2112
0000.00	5769.02		2327	2113.2
	5760		2328	2110.2

L.A. (East)	Uninc. L.A. (Florence)	L.A. (South Central)
2031		2377.1
2032	5328	
2033	5329	2383.1
2035		2383.2
	L.A. (Harbor City)	2395
2037.1		2396
	L.A. (Hollywood Area)	2397
2041.2	· · · · · · · · · · · · · · · · · · ·	2398
2042		2400.1
2043	1905.1	2400.2
2044.1	1905.2	2402
2044.2	1907	2403
2046	1908	2404
2047	1909.01	2405
2048.1		2406
2049.1		2407
2051.1		2408
Uninc. L.A. (East)	1911.2	2409
5309.01	1912.01	2410
5311.01	1912.03	2411.2
5312.01	1912.04	2414
5312.02	1916.1	2421
L.A. (East)	1916.2	2422
2051.2	1917.1	2423
Uninc. L.A. (East)	1917.2	2426
5313.01	1918.1	2427
5316.02	1918.2	2430
5317.02	1925.2	2431
5318	L.A. (Hyde Park)	L.A. (Willowbrook)
L.A. (Echo Park/Silverlake)	2352.02	5406
1864.01	L.A. (Northeast)	5407
1913	1990	L.A. (West)
1914.1	1835.2	2653.01
1914.2	1838.1	2696
1915	1838.2	2755.2
1926.1		L.A. (Wilmington)
1926.2		
1927		2948.1
1956		2948.2
1957.1		2948.3
	L.A. (San Pedro)	2949
1958.02		Lynwood
1973		5400
1974.2	2971.1	5402.02
L.A. (Echo Park)		5404
1976		5405.02
1977		
1997		

Maywood	Van Nuys
533	
5334.0	
5334.0	
	2 Santa Fe Springs
Monterey Park	5041.02
	4 South Gate
4823.0	
4823.0	
Palmdale	5355.03
9104.0	
9104.0	03
9105.0	01
9105.0	02
Pasadena	
462	20
Pomona	
4023.0	02
4025.0	
408	
4027.0	
4028.0	
4028.0	
San Fernando Valley	
Canoga Park	
1343.0	5
North Hills	5
1174.0	
1175	
1174.0	
1175	.3
North Hollywood	
1272	
1275	
1224	.1
1232.0	03
1232.0	
1232.0	)5
1232.0	
1234	
1242.0	02
Pacoima	
1047.0	)1
Panorama City	
1193	.4
1200	
1201.0	
1201.0	
	· -
Sylmar 1064 C	14
1064.0	/4

## Los Angeles Neighborhood Housing Services

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
CalHome Program	Available in Los Angeles County	<u>www.lanhs.org</u>	No	Yes	Bruce Solomon 3926 Wilshire Blvd. Suite 200 Los Angeles, CA 90010 Busi: 213-381-2862 Ext.230 e-mail: bsolomon@lanhs.org FAX: 213-381-2103
Individual Development Account Loan Program		<u>www.lanhs.org</u>	In Process	In Process	Bruce Solomon 3926 Wilshire Blvd. Suite 200 Los Angeles, CA 90010 Busi: 213-381-2862 Ext.230 e-mail: bsolomon@lanhs.org FAX: 213-381-2103

### **PROGRAM DESCRIPTION**

### NSP-2 – Down Payment Assistance Program

Use:	Down Payment and Closing Costs
	Property must be a vacant REO or an approved Short Sale
	and be purchased at a discount of 1% or more (Will be
	from inventory of property acquired by LANHS or
	consortium partners)
Maximum Loan:	\$75,000 for low income, \$50,000 for moderate income
	(Amount will be only that which is necessary to make the
	loan affordable, DPA loan may not exceed the amount of
	the 1 <sup>st</sup> loan)
Interest Rate:	3% simple interest which accrues
Payment:	Deferred for the Life of the Loan
Loan Term:	20 years (or term of the 1 <sup>st</sup> whichever is less)
Down Payment:	For 1-2 unit properties, 3% of the Purchase Price is
	minimum borrower contribution For 3-4 unit properties,
	the minimum down payment is 5% (Up to ½ of down
	payment may be a gift), 80% of liquid assets over \$20,000
	must be used as down payment
Reserves:	Reserves are not required for 1-2 units, 1 month reserves
	are required for 3-4 unit properties
Loan Payoff Events:	Sale, Transfer of Title, Non Occupancy, Cash-out
	Refinance
Borrower Requirements:	
Homebuyer	No ownership in RE at time of close
	(Concurrent closing is OK)
Income Limits:	80%/120% AMI, adjusted for Family Size
Property Type:	1-4 family properties
Geographic Limits:	LA County (Designated Census Tracts Only)
Credit Profile:	Good Credit meeting requirements of 1 <sup>st</sup> TD Lender
Qualifying Ratios:	Housing 38% Total Debt Ratio 45%
Education Requirements:	Homebuyer Education is Required
1 <sup>st</sup> TD Requirements:	30 Year (or less) Fixed, Loan may contain an Interest Only
	period provision (Loan cannot be a "Sub Prime Loan")
CLTV Limit:	100% for 1-2 unit properties and 98% for 3-4 unit
	properties
Additional Requirements:	Sales Price Limit – FHA Loan Limits for LA County
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### **PROGRAM DESCRIPTION**

### CalHome - Purchase

Use: Maximum Loan: Interest Rate: Payment: Loan Term:	Down Payment and Closing Costs \$40,000 3% Simple Interest (Accrues) Deferred 30 years
Down Payment:	3% of the Purchase Price is minimum borrower contribution
Loan Payoff Events: Borrower Requirements:	Sale, Transfer of Title, Non Occupancy, Cash-out Refi
1 <sup>st</sup> Time Homebuyer:	No ownership in RE for last 3 years
Income Limits:	80% AMI, adjusted for Family Size
Property Type:	1-4 family properties
Geographic Limits:	LA County
Credit Profile:	Good Credit meeting requirements of 1 <sup>st</sup> TD Lender
Qualifying Ratios:	Housing 35% Total Debt Ratio 45%
Education Requirements:	Pre Purchase AND Post Purchase Education is Required
1 <sup>st</sup> TD Requirements:	30 or 40 Year Fixed, Fixed with an Interest Only period
CLTV Limit: Additional Requirements: Additional Restrictions	provision (May not be a "Sub Prime Loan") 105% (Or as required by 1 <sup>st</sup> Mortgage Lender) No Sales Price Limit None

### **PROGRAM DESCRIPTION**

### **CalHome - Rehabilitation**

Use:	Rehabilitation of Owner Unit
Maximum Loan:	\$40,000
Interest Rate:	3% Simple Interest (Accrues)
Payment:	Deferred
Loan Term:	30 years
Down Payment:	N/A
Loan Payoff Events:	Sale, Transfer of Title, Non Occupancy, Cash-out Refi
Borrower Requirements:	
Income Limits:	80% AMI, adjusted for Family Size
Property Type:	1-4 family properties
Geographic Limits:	LA County
Credit Profile:	Good Credit (Indicating willingness to repay)
Qualifying Ratios:	Housing 35% Total Debt Ratio 45%
Education Requirements:	Post Purchase Education is Required
1 <sup>st</sup> TD Requirements:	30 or 40 Year Fixed, Fixed with an Interest Only period
	provision (May not be a Negative Amortizing ARM or a
	"Sub Prime Loan")
CLTV Limit:	90% CLTV (After rehab Value)
Additional Requirements:	None
Additional Restrictions	Improvements to owner unit or Building if can not be segregated.

# Com. Development Commission of the County of Los Angeles

Program Name	Special Comments	Website	FHA Approved	Conventional Approved	Contact Information
Affordable Housing Opportunities Program (AHOP)	Scattered sites in Los Angeles County	www.lacdc.org	In Process	In Process	Larry Matthews 2 Coral Circle Monterey Park, CA 91755 Busi: 323-890-7236 e-mail: larry.matthews@lacdc.org FAX: 323-890-8576
HOP/ADDI/S- HOP Program	Incorporated cities and unincorporated areas of Los Angeles County	www.lacdc.org	Yes	Yes	Jacqueline Rodarte 2 Coral Circle Monterey Park, CA 91755 Busi: 323-890-7236 e-mail: jacqueline.rodarte@lacdc.org FAX: 323-890-8576

### HOME OWNERSHIP PROGRAMS (HOP)

#### HOP funds have been committed.

The Home Ownership Program (HOP) is financed with HOME funds provided through the U.S. Department of Housing and Urban Development (HUD) and is subject to the applicable federal regulations. HOP is designed to meet the needs of low-income families with the necessary down payment assistance. This program will provide a 2nd Trust Deed Ioan at 0% interest with all payments deferred until sale, transfer, refinancing, no longer owner-occupied, or full repayment of the first mortgage.

HOP loans are only available in the unincorporated areas of Los Angeles County and cities participating in the Community Development Block Grant (CDBG) Urban County Program. If purchased in the unincorporated areas within our designated census tract area, the borrower will receive \$70,000, or 25% of the purchase price, whichever is the lesser. If purchased in the participating cities, the borrower will receive \$60,000, or 20% of the purchase price, whichever is the lesser.

The County's HOP is available for existing and new construction properties.

To order a HOP brochure, please call our recorded information line at (323) 890-7281.

### MOST ACTIVE HOP PARTICIPATING LENDERS These lenders are most active in submitting and funding loans for the HOP & MCC Programs:

Company Name	Representative	Phone
Bank of America	Julio Cornejo	(562) 622-0310
Civic Center Home Loans	Matthew Callahan	(562) 696-3200
Equipoint Financial	Michelle Ota	(310) 643-2373
Evergreen Funding	Irene Chan	(626) 569-1988
Evergreen Funding	Jennifer Chan	(626) 203-6998
Evergreen Funding	Gina Chen	(626) 864-2398
Guild Mortgage	Maria S. Fernandez	(626) 318-7509
Progressive Loan Funding	Alex Ascencio	(562) 913-1087

HOP PARTICIPATING LENDERS					
Company Name	Representative	-			
1st Choice	Emma Vega	(626) 337-7701			
Bank of America	Edward Aguirre	(323) 422-7752			
Bank of America	Pia Braud	(323) 997-6238			
Bank of America	Virginia Bravo	(626) 303-7018			
Bank of America	Patty Fonseca	(323) 697-9695			
Bank of America	Melinda Harleaux	. ,			
Bank of America	Jennifer Ling	(323) 296-4800			
Bank of America	Brad Meyer	(626) 625-3738			
Bank of America	,	(909) 240-5472			
Bank of America	Tyrone Smith Elisa Soria	(323) 296-4800			
		(310) 434-1818			
Capital Loan Specialist	Mary Ann Garcia	(310) 628-9617			
CCL Financial Services	Cathi Luong	(626) 786-3211			
CCL Financial Services	Jason Tan	(626) 672-5443			
CCL Financial Services	Lan Tran	(626) 625-5416			
Chase	Renata Lee	(213) 507-2995			
Chase	James Malone	(626) 915-5256			
Citibank	Jeannette Mayes	(818) 687-9935			
First Lincoln Financial	Tony Moon	(626) 570-1515			
First Mortgage Corporation	Elizabeth Portillo	(323) 724-8400			
First Mortgage Corporation	Terese Ramirez	(323) 724-8400			
First Mortgage Corporation	Pat Sepulveda	(323) 724-8400			
Funding Access	Mark Tzeng	(626) 203-9221			
Gateway Mortgage	Celia Gil	(626) 536-2193			
Gateway Mortgage	Mary Gonzalez-Villa	. ,			
Gateway Mortgage	Henry Liu	(626) 705-3509			
Gateway Mortgage	Sandra Martinez	(626) 354-4971			
GEM Mortgage	Javier Ayala	(323) 804-6989			
GEM Mortgage	Veronica Barrera	(323) 304-8291			
GEM Mortgage	Rainier Sunga	(626) 967-3236			
Imortgage Ed	duardo Castillo	(562) 402-8400 ext 109			
Imortgage	Hector Castillo	(562) 755-0201			
Imortgage M	elody Gomez	(562) 402-8400 ext 137			
Imortgage	Armando Gonzalez	(			
		(562) 402-8400 ext 119			
International City Mortgage	Julie Sivak-Dromi	(562) 500-7777			
National City Mortgage	Joseph Guzman	(562) 795-5331			
Platinum Home Mortgage	Dan Martinez	(626) 967-7111			
Prospect Mortgage	Tony Parisi	(818) 949-7878			
Prospect Mortgage	Richard Zaleta	(323) 974-6323			
Provident Bank Mortgage	Sophia Wong	(626) 378-5530			
Sierra Mortgage	Lisa Sierra	(562) 743-3317			
Sierra Pacific Home Loans	William Hutchins	(951) 545-9997			
Summit Mortgage	Michael Garcia	(323) 724-8660			
United Commercial Bank	Elaine Gaspard	(213) 479-4615			
W.J. Bradley Co.	Oscar Campa	(323) 919-9888			
W.J. Bradley Co.	Gabriel Garza	(323) 819-3660			
Wells Fargo Home Mortgage	Thomas Ramirez	(213) 361-2000			

## Housing Authority of the County of Los Angeles

Program	Special	Website	FHA	Conventional	Contact Information
Name	Comments		Approved	Approved	
Affordable Housing Opportunities Program (AHOP)	In participating cities and unincorporated areas	<u>www.lacdc.org</u>	Yes	Yes	Silvia Delgadillo 2 Coral Circle Monterey Park, CA 91755 Busi: 323-890-7248 e-mail: silvia.delgadillo@lacdc.org FAX: 323-890-4840

### ABOUT US

Southern California Home Financing Authority (SCHFA) is a joint powers authority between Los Angeles and Orange Counties formed in June 1988 to issue tax-exempt mortgage revenue bonds for low- and moderate-income First-Time Homebuyers. So far, SCHFA has helped thousands of individuals and families fulfill their dreams of owning their own home through its First-Time Homebuyer Program. This program makes buying a home more affordable for qualifying homebuyers by offering below-market interest 30-year fixed rate loans.

The program is administered by the Los Angeles County Community Development Commission (CDC) and the Public Finance Division of the County of Orange. SCHFA does not lend money directly to homebuyers. Homebuyers must work directly with a participating lender.

### PROGRAM DETAILS

### **First-Time Homebuyer Requirement**

A first-time homebuyer is a person(s) who has not had an ownership interest in their primary residence during the previous three years unless you are buying a home in an IRS Designated Targeted Area Census Tract.

### Eligible Areas in Los Angeles County

All unincorporated areas and incorporated cities in Los Angeles County except the City of Los Angeles areas. <u>Click here for Participating Cities</u>

### **Eligible Areas in Orange County**

All unincorporated areas and incorporated cities in the County of Orange.

### Property Types

Single-Family Residences, Condominiums, Townhomes and Planned Unit Developments.

### **INTEREST RATES/LOAN TERMS**

INTEREST RATES (Subject to Change Without Notice) Effective 12/10/2010					
Terms	Interest Rate	Origination Fee	Discount Points		
<b>30-Year Fixed Rate (Purchase only)</b> (Without down payment and closing cost assistance)	4.125%	1.0%	None		
30-Year Fixed Rate (Purchase only)	4.75%	1.0%	None		

(With down payment and closing cost assistance)*			
30-Year Fixed Rate (Refinance	4.125%	1.0%	None
only)			
(Without down payment and			
closing cost assistance)			

### Loan Types

FHA, VA

### Down Payment and Closing Cost Assistance\*

The program provides down payment and closing cost assistance in the form of a gift equal to 3.0% of the first loan amount.

### Refinance of Existing Adjustable Rate Mortgage Loans

Homeowners with an existing adjustable rate first mortgage loan made between 2002 through 2007 may be eligible to refinance their loan to a 30-year fixed rate loan at 3.95%. Some restrictions apply.

### INCOME AND PURCHASE PRICE LIMITS

### Maximum Income Limits - Los Angeles County

Type of	One or Two	Three or More
Construction	Person Households	Person Households
New and Existing	Up to \$99,360	Up to \$99,951

### Maximum Income Limits - Orange County

Type of	One or Two	Three or More
Construction	Person Households	Person Households
New and Existing	Up to \$111,480	Up to \$130,060

### Maximum Purchase Price For Limits Los Angeles and Orange County

Non-Targeted Areas Existing Homes	Non-Targeted Areas New Homes	Targeted Areas Existing Homes	Targeted Area New Homes
\$637,645	\$637,645	\$729,750	\$729,750

### IRS DESIGNATED TARGETED AREA CENSUS TRACTS

### What is an IRS Designated Targeted Area?

The Federal Government indentified "targeted" areas in the 2000 Census as areas in California where 70 percent of the families who live there earn an income that is 80 percent or less than the statewide median income. You do

not have to be a First-Time Homebuyer if you purchase a home in an IRS Designated Target Area Census Tract.

Click on this link below if you have an address and would like to find out if the subject property is located in a Targeted Area.

### http://www.ffiec.gov/Geocode/default.aspx

City	IRS Designated Targeted Area Census Tracts
Bell	5336.01, 5338.01
Bell Gardens	5339.01, 5339.02, 5340.01, 5341.02, 5342.01
Compton	5144.00, 5414.00, 5415, 5416.03, 5416.04, 5416.05,
	5416.06, 5426.01, 5426.02
Cudahy	5343.01, 5344.04, 5344.05, 5344.06
El Monte	4328.01, 4328.02, 4333.01, 4334.02, 4344.02, 4335.02,
	4339.01
Glendale	3022.01, 3025.01
Hawthorne	6021.05, 6025.01, 6025.02, 6025.03
Huntington Park	5326.05, 5326.06, 5331.03, 5331.04, 5331.05, 5331.07,
	5332.01, 5335.01, 5335.03
Inglewood/Lennox	6006.02, 6011.00, 6012.11, 6015.01, 6016.00, 6017.00,
	6018.02. 6019.00
Lancaster	9006.02, 9007.04, 9008.06
Long Beach	5702.03, 5703.04, 5706.03, 5716.00, 5725.00, 5728.00,
	5729.00, 5730.01, 5730.02, 5732.01, 5732.02, 5733.00,
	5751.01, 5751.02, 5751.03, 5752.01, 5752.02, 5753.00,
	5754.01, 5754.02, 5755.00, 5758.01, 5758.02, 5758.03,
	5759.01, 5759.02, 5760.00, 5762.00, 5763.00, 5764.01,
	5764.02, 5764.03, 5765.01, 5765.02, 5765.03, 5769.01,
	5769.02
Los Angeles	5309.01, 5311.01, 5312.01, 5312.02, 5313.01, 5316.02,
	5317.02, 5318.00, 5327.00, 5328.00, 5329.00, 5330.00.
	5350.00. 5351.01, 5352.00, 5353.00, 5406.00, 5407.00, 6001.00, 6002.01, 6002.02, 6003.01
Lynwood	5400.00, 5402.02, 5404.00, 5405.02
Maywood	5333.00, 5334.01, 5334.03, 5337.02
Monterey Park	4817.14, 4823.03, 4823.04
Palmdale	9104.02, 9104.03, 9105.01, 9105.02
Pasadena	4620.00
Pomona	4023.02, 4025.01, 4027.02, 4028.01, 4028.02, 4088
Santa Fe Springs	5041.02
South Gate	5355.01, 5355.03, 5356.05, 5356.06

### Los Angeles County IRS Designated Targeted Area Census Tract List

Orange County IRS Designated Targeted Area Census Tract List

City	IRS Designated Targeted Area Census Tracts
Santa Ana	744.03, 744.05, 744.06, 749.02, 750.02, 750.03, 750.04, 891.04

### HOW TO GET STARTED

- If you are ready to buy a home, and think you are qualified for the program, please contact one of the Participating Lenders listed below for more information
- The lender will determine your eligibility based on program criteria.
- After you have been pre-qualified you may begin to shop for a home.

Funds may be reserved for you if you have been pre-qualified and have a properly executed purchase contract (subject to available funds).

### FOR MORE INFORMATION ABOUT THE PROGRAM, PLEASE CONTACT THE COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES 2 CORAL CIRCLE, MONTEREY PARK, CA 91755 (323) 890-7249

### SCHFA Participating Cities The Unincorporated areas of the County of Los Angeles and all of the cities listed below are eligible for the program

Agoura Hills Alhambra Arcadia Artesia Avalon Azusa **Baldwin Park** Bell Bell Gardens Bellflower **Beverly Hills** Bradbury Burbank Calabasas Carson Cerritos Claremont Commerce Compton Covina Cudahy Culver City Diamond Bar Downey Duarte El Monte El Segundo Gardena Glendale Glendora

Hawaiian Gardens Hawthorne Hermosa Beach Hidden Hills Huntington Park Industry Inglewood Irwindale La Cañada-Flintridge La Habra Heights La Mirada La Puente La Verne Lakewood Lancaster Lawndale Lomita Long Beach Los Angeles Lynwood Malibu Manhattan Beach Maywood Monrovia Montebello Monterey Park Norwalk Palmdale Paramount Palos Verdes Estates Pasadena Pico Rivera Pomona Rancho Palos Verdes Redondo Beach **Rolling Hills Rolling Hills Estates** Rosemead San Dimas San Fernando San Gabriel San Marino Santa Clarita Santa Fe Springs Santa Monica Sierra Madre Signal Hill South El Monte South Gate South Pasadena Temple City Torrance Vernon Walnut West Covina West Hollywood Westlake Village Whittier

## City of Bell

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
HERO Program	Not yet submitted to CalHFA for approval	www.cityofbell.org	Not yet submitted to CalHFA for approval	Not yet submitted to CalHFA for approval	323-890-7034 or 323-890-7432

Census Tracts:

5336.01; 5338.01

Strengthening Neighborhoods • Supporting Local Economies • Empowering Families • Promoting Individual Achievement

## HERO HERO Ownership

### HERO Program Effective March 2009

- Program is Available to First-Time Homebuyers
- Must be a Vacant, Abandoned, or Foreclosed Property located in HUD Designated Census Tracts Only
- Families up to 80% County Median Income are eligible for second trust deed financing of \$75,000, or 25% of the purchase price, whichever is the lesser
- Families up to 120% of County Median Income are eligible for second trust deed financing of \$50,000, or 25% of the purchase price, whichever is the lesser
- Down Payment Assistance is also available to provide 6% of the purchase price or \$10,000, whichever is the lesser, for down payment and closing costs
- Maximum Purchase Price is \$493,000 for a Single-Family Home and \$394,250 for a Condo/Townhome
- 15% discount from the current Market Appraised Value

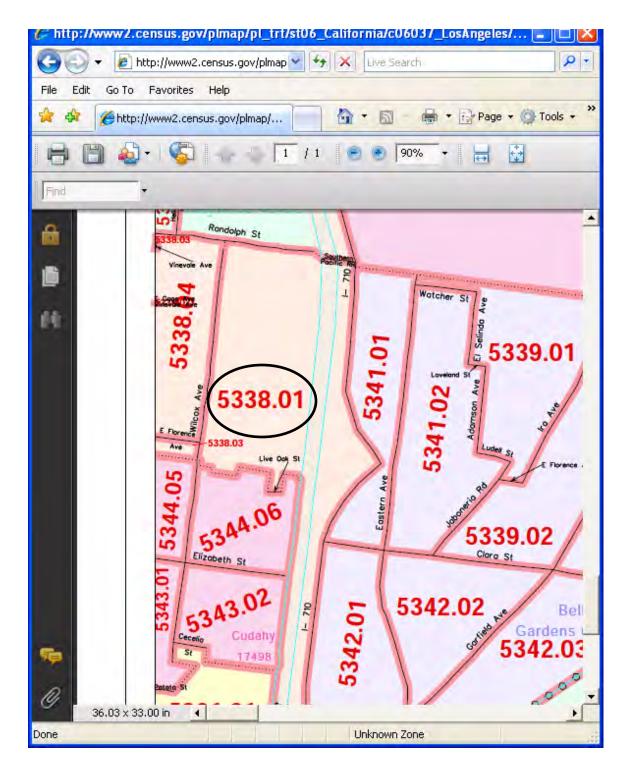
COMMUNI

- Grants up to \$25,000 are available to address code violations only
- Program ONLY available through Participating Lenders

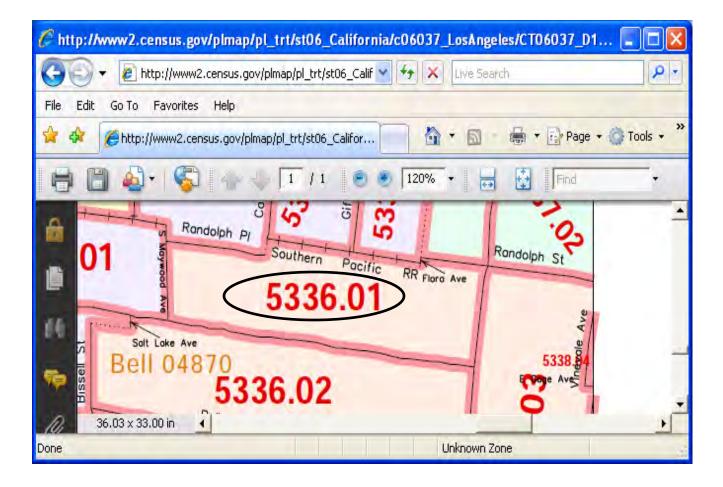
## Contact the HOP Unit for further details 323.890.7034 or 323.890.7432



### City of Bell Census Map #1



### City of Bell Census Map #2

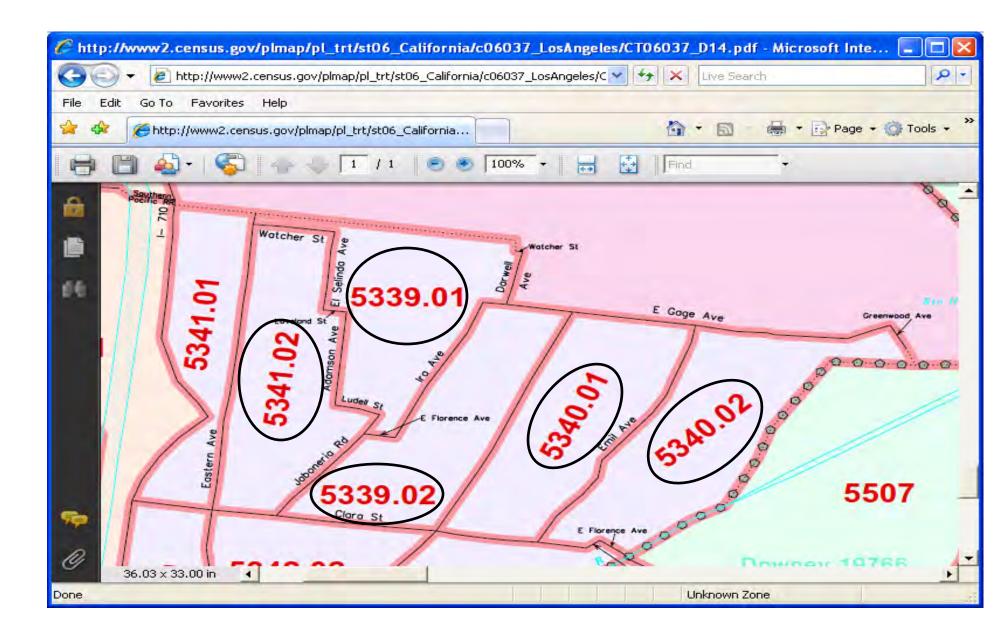


## City of Bell Gardens

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
No City Program Available	No City Program Available	www.bellgardens.org	No City Program Available	No City Program Available	Aldo Schindler 7100 South Garfield Avenue Bell Gardens, CA 90201 Tel: (562) 806- 7700 Fax: (562) 806- 7720

Census Tracts:

5339.01; 5993.02; 5340.01; 5341.02; 5342.01



## Community Redevelopment Agency of the City of Compton

Program	Special	Website	FHA	Conventional	Contact Information
Name	Comments		Approved	Approved	
First Time Homebuyer's MAP	HHCA only. Available Citywide	www.comptoncity.org	Yes	Yes	Lupe Gomez 205 South Willowbrook Avenue Compton, CA 90220 Busi: 310-605-5511 e-mail: <u>lupegomez@comptoncity.org</u> FAX: 310-637-3484

Census Tracts:

5414.00; 5415.00; 5426.01; 5426.02; 5416.03; 5416.04; 5416.05; 5416.06

### First Time Home Buyer Program

### ABOUT FIRST TIME HOME BUYER PROGRAM

The Community Redevelopment Agency of the City of Compton has developed the First Time Homebuyers Program, to provide financial assistance to individuals and families with the dream of homeownership. The financial assistance will consist of a Second Mortgage, which is in the form of a deferred Silent Second Deed of Trust Ioan. A deferred Silent Second Deed of Trust Ioan is essentially a second mortgage which has zero interest and is only repayable to the Agency if the terms are violated. The Ioan works in conjunction with the first mortgages offered by participating lenders. An eligible household may receive mortgage assistance not to exceed \$100,000 (for moderate income households) and mortgage assistance not to exceed \$150,000 (for low income households). The Agency will determine the amount awarded to each household based on a Gap Financing Formula.

The Agency will disburse second mortgage assistance to qualified homebuyers. The number of loans will be limited based on the availability of Federal and State Funds for this Program. Applications will not be received after May 15, 2011 or until available funds have been exhausted.



### City of Compton Community Redevelopment Agency FIRST TIME HOMEBUYERS PROGRAM

205 South Willowbrook Avenue Compton, California 90220 (310) 605-5511 www.comptoncity.org

To get started, download application, complete and submit application to an approved lender on the Agency's list.



**EQUAL HOUSING OPPORTUNITY** The Community Redevelopment Agency of the City of Compton does not discriminate based on ancestry, race, color, religion, sex, disability, familial status or national origin.

Revised July 1, 2010

### FIRST TIME HOMEBUYERS PROGRAM

The Community Redevelopment Agency of the City of Compton has developed the First Time Homebuyers Program to provide financial assistance to individuals and families with the dream of homeownership. The financial assistance will consist of a Second Mortgage, which is in the form of a deferred Silent Second Deed of Trust Ioan. The Ioan works in conjunction with the first mortgages offered by participating lenders. An eligible household may receive mortgage assistance not to exceed \$100,000 (for moderate income households) and mortgage assistance not to exceed \$150,000 (for low income households). The Agency will determine the amount awarded to each household based on a Gap Financing Formula.

### LENDER DRIVEN PROCESS

The Agency will disburse second mortgage assistance to qualified homebuyers. The number of loans will be limited based on the availability of federal and state funds for this program. Applications will not be received after May 15, 2011 or until available funds have been exhausted.

Steps to follow:

- 1. Participant must download application and approved lenders list from website (www.comptoncity.org). Participant is to complete and submit application to direct lender or applicant's direct lender of choice (provided that direct lender complies with Agency's approval requirements).
- 2. Lender will determine eligibility based on gross income, fico score, interest rate, and term of loan. Lender will submit a completed first loan package to the Agency. These documents will become the Agency's basis for underwriting the second mortgage loan. Incomplete application packages will be returned with a letter to the lender and applicant.
- 3. After the signing of the first mortgage, the applicant will be required to execute the silent second mortgage loan documents, including Promissory Note, Loan Agreement (recorded), and Deed of Trust (recorded), etc.
- 4. Escrows must be a minimum of 45 days and Lender must indicate the anticipated closing date of escrow.
- 5. Processing time for applications is a minimum of 45 days. If there are changes by lender or applicant, processing of the file may be delayed longer. Such changes can consist of a change in purchase price or interest rate change.
- 6. Communication by the Agency will be limited to applicant and direct Lender only. (**NOTE:** Agency will not communicate with Real Estate Agents, Brokers, Escrow or Title companies).

### WHAT IS SECOND MORTGAGE ASSISTANCE?

Second Mortgage Assistance is a subsidy provided to qualified first time homebuyers in the form of a deferred Silent Second Deed of Trust Ioan. The Second Mortgage Assistance is a second position Ioan secured by a Deed of Trust. The Ioan provided to the homebuyer is interest-free and does not require monthly payments. After five (5) years, the Ioan will be reduced by 10% annually. Furthermore, the Ioan is forgiven if the borrower lives in the property for the entire fifteen (15) year term. The maximum Ioan awarded by the Agency will be up to \$100,000 (for moderate income households) and up to \$150,000 (for Iow income households). The Agency will determine the amount awarded to each household based on a Gap Financing Formula.

Homeowner will be required to annually provide proof and certify that the subject property is their primary residence. Also, the Agency may conduct annual site visits during the 15 year period.

After securing the loan with a deferred Silent Second Deed of Trust, a lien will be placed against the property that is being purchased with the Agency's assistance. The Agency will serve as the Program Administrator, and participating mortgage lenders will be responsible for processing and underwriting the homebuyer(s) applications for a first mortgage.

### WHAT ARE THE ELIGIBILITY REQUIREMENTS?

- 3-Year Requirement: The applicant cannot have owned a home within the past (3) three years. Divorced single head of households are not exempt from this requirement.
- A minimum FICO score to participate in the program will be determined by Lender.
- Participant must attend a HUD Certified Homebuyers Education Course within Los Angeles County. *NOTE:* Attendance to a HUD Certified Homebuyers Education Course does not automatically qualify the participant for mortgage assistance under the City of Compton First Time Homebuyer Program.
- A down-payment of 3.5% of purchase price is required for the City of Compton First Time Homebuyers Program. The down-payment must be an out-of-pocket expense from applicant.
- Participant must have reserves of 2 to 3 months of mortgage payment
- Income requirements: The applicant's annual household income must meet the Los Angeles County Income limits identified below:

Los Angeles County Housing Income Limits Income Limits for 2010-2011				
<b>Family Size</b>	Low Income	<b>Moderate Income</b>		
	(80%)	(120%)		
1	\$46,400	\$52,900		
2	\$53,000	\$60,500		
3	\$59,650	\$68,050		
4	\$66,250	\$75,600		
5	\$71,550	\$81,650		
6	\$76,850	\$87,700		
7	\$82,150	\$93,750		
8	\$87,450	\$99,800		

The above chart shows maximum annual household income per family size for low to moderate income households.

### HOW MUCH CAN THE BORROWER RECEIVE?

The Community Redevelopment Agency of City of Compton will determine the Gap Financing Formula based on maximum annual household income and family size as follows:

- Participants that have an annual combined household income that falls at or below the 80% of the gross annual median income for Los Angeles County will receive mortgage assistance not to exceed \$150,000 in a form of gap-financing under the federal HOME Program, contingent on availability of funds. Low Income participants will not be able to exceed 31%-35% of monthly income towards Housing Expense.
- Participants that have an annual combined household income between 80% and 120% of the gross annual median income for Los Angeles County will *receive mortgage assistance* not to exceed \$100,000 in a form of gap-financing under the State Low Cost Housing Fund Program, contingent on availability of funds. Moderate income participants will not be able to exceed 36%-38% of monthly income towards Housing Expense.
- **NOTE:** The subsidy amount provided by the City of Compton cannot exceed the 1<sup>st</sup> Mortgage Loan Amount. If the subsidy amount calculated under the *gap financing formula* exceeds the 1<sup>st</sup> Mortgage Loan Amount, applicant is not eligible to participate in the First Time Homebuyers Program.

### **INCOME DETERMINATION (IRS 1040 Form) ADJUSTED GROSS INCOME**

Lender is responsible for completing an Income Determination Sheet (IRS 1040 Form) for all household members 18 years of age and over. The annualized income will be determined for each member and all inclusions and exclusions must be identified to determine the Total Household Annual Adjusted Gross Income, as listed on your most current Federal Tax Returns.

### Low Income Participant

The annualized income for a Low Income Participant will be determined by adding three gross pay stubs then divide by three and multiply by corresponding pay period. The annual income will be divided by twelve (12) then multiplied by 31%-35% to arrive at the Housing Expense.

### Moderate Income Participant

The annualized income for a Moderate Income Participant will be determined by adding three gross pay stubs then divide by three and multiply by corresponding pay period. The annual income will be divided by twelve (12) then multiplied by 36%-38% to arrive at the Housing Expense.

Sample of income calculation

The Agency will annualize income from wages/salary as follows:

Revised July 1, 2010

Pay periods: Weekly - 52 weeks (Paid once a week usually 40 hours per week) Bi-monthly or Semi-monthly - 24 weeks (Paid twice each month usually the 15<sup>th</sup> and 30<sup>th</sup> of each month) Bi-weekly - 26 weeks (Every other week, usually 80 hours per pay period) Monthly - 12 months

### WHAT TYPES OF PROPERTIES ARE ELIGIBLE?

Single family detached properties, condominiums, and town homes in the incorporated area of the City of Compton with a property value at HUD-prescribed levels (*not to exceed 95% of the area median home value for Compton) generally are eligible*. This applies to those participants that receive HOME funds (Low Income). NOTE: Properties located in the **unincorporated** areas of the City of Compton are not eligible for the First Time Homebuyers Program. Mobile homes are not eligible for assistance through this program.

### WILL THE BORROWER BE REQUIRED TO LIVE IN THE HOME?

Yes. The applicant must annually certify that this home will be the household's primary residence for minimum of 15 years. The Agency reserves the right to conduct annual site visits to ensure compliance with this provision.

The following is the affordability period requirements: 15 year will only apply to federal HOME Program 45 year will only apply to State Low Cost Housing Fund Program

### WHAT DOCUMENTS MUST THE FIRST TIME HOMEBUYERS SIGN TO SECURE THE AGENCY LOAN?

- 1. Promissory Note
- 2. Deed of Trust (recorded)
- 3. Loan Agreement (recorded)

### **HOW IS THE LOAN REPAYABLE TO THE AGENCY?**

The loan provided to the homebuyer is interest-free. **There are no monthly payments**. After five (5) years, the loan will be reduced 10% annually. The loan is forgiven if the borrower lives in the property for the entire 15 years.

### The loan becomes due and payable in the event that:

- a. The property is sold, refinanced, transferred, foreclosed, or a change in title occurs.
- b. The property is no longer owner-occupied.
- c. The discovery of willful misrepresentation or fraud in connection with the program.
- d. Death of Owner

### **Code Compliance**:

Eligible properties must comply with Local Land Use, Building Regulations, and Federal Housing Quality Standards. At the City of Compton Community Redevelopment Agency's discretion, and in all cases where the property is sold "as is" a code compliance inspection and/or report of building records will be obtained prior to close of escrow, the Community Redevelopment Agency loan approval will be contingent upon receiving the Approved Report from Building and Safety.

Participants will have up to 30 days after the close of escrow to complete all necessary repairs as determined by the Building and Safety Department. If additional time is needed participant must contact Building and Safety for an extension.

Failure to comply will result in property becoming sub-standard and a lien will be placed on the property by the Building and Safety Department.

The Redevelopment Agency encourages interested applicants to sign up for a HUD Certified Homebuyer Education Course and begin working with an approved Lender on the Agency's list to facilitate the purchase of your new home.

\*

## The following Documents will be required from the Applicant during submittal of Application:

1	Homebuyer Course Certificate	
	NOTE: Only valid for one year from issuance date.	
2	Copies of Drivers License for any household member 18 years of age and over.	
3	Copies of Social Security Card and Birth Certificate or Court Guardianship Documents for all minors. NOTE: All minors listed on application must be on all Federal Income Tax Returns.	
4	Must submit three (3) current consecutive paycheck stubs and Verification of Employment (VOE) for all wage earners that are part of the household.	
5	Income verification must be provided for all household members 18 years of age and over. If not employed, household member must provide unemployment verification (EDD printout), SSI printout and 4506T for most current tax year. If in school, household member must submit current school transcripts.	
6	Signed Federal Income Tax Returns and W-2's for the last (3) three years NOTE: Lender Must Verify Mortgage Interest, Inclusions, Exclusions, and all dependents listed. (FOR ALL WAGE EARNERS 18 YEARS OF AGE AND OVER)	
7	A down-payment of 3.5% of purchase price is required for the City of Compton First Time Homebuyers Program. The down-payment must be an out-of-pocket expense from applicant.	
8	Three (3) current consecutive Bank Statements, reflecting reserves of 2-3 months of mortgage payment.	
9	Copies of Credit Report for all applicants on title.	

### 1.Does the FTHB Program still go up to \$150,000?

Yes, the FTHB Program provides Gap Financing up to \$150,000 to eligible low income participants.

### 2.Can I choose my own lender for the FTHB Program?

Participant must download application and approved lenders list from website (www.comptoncity.org). Participant is to complete and submit application to direct lender or applicant's direct lender of choice (provided that direct lender complies with Agency's approval requirements).

### 3.Do I have to be a first time homebuyer to apply for the program?

3-Year Requirement: The applicant cannot have owned a home within the past (3) three years. Divorced single head of households are not exempt from this requirement.

### 4. What types of properties are eligible for the FTHB program?

Single family detached properties, condominiums, and town homes in the incorporated area of the City of Compton with a property value at HUD-prescribed levels (not to exceed 95% of the area median home value for Compton) generally are eligible. This applies to those participants that receive HOME funds (Low Income).

NOTE: Properties located in the unincorporated areas of the City of Compton are not eligible for the First Time Homebuyers Program. Mobile homes are not eligible for assistance through this program.

### 5. How can I check if a property is in the incorporated area of Compton?

Contact Building & Safety Department at (310) 605-5509 to determine if a property is in the incorporated area of Compton.

### 6.Is the borrower required to live in the home for the FTHB program?

Yes. The applicant must annually certify that this home will be the household's primary residence for minimum of 15 years. The Agency reserves the right to conduct annual site visits to ensure compliance with this provision.

The following is the affordability period requirements:

15 year will only apply to Federal HOME Program

45 year will only apply to State Low Cost Housing Fund Program

### 7. How is the loan repayable to the Agency?

The loan provided to the homebuyer is interest-free. There are no monthly payments. After five (5) years, the loan will be reduced 10% annually. The loan is forgiven if the borrower lives in the property for the entire 15 years.

The loan becomes due and payable in the event that:

a. The property is sold, refinanced, transferred, foreclosed, or a change in title occurs

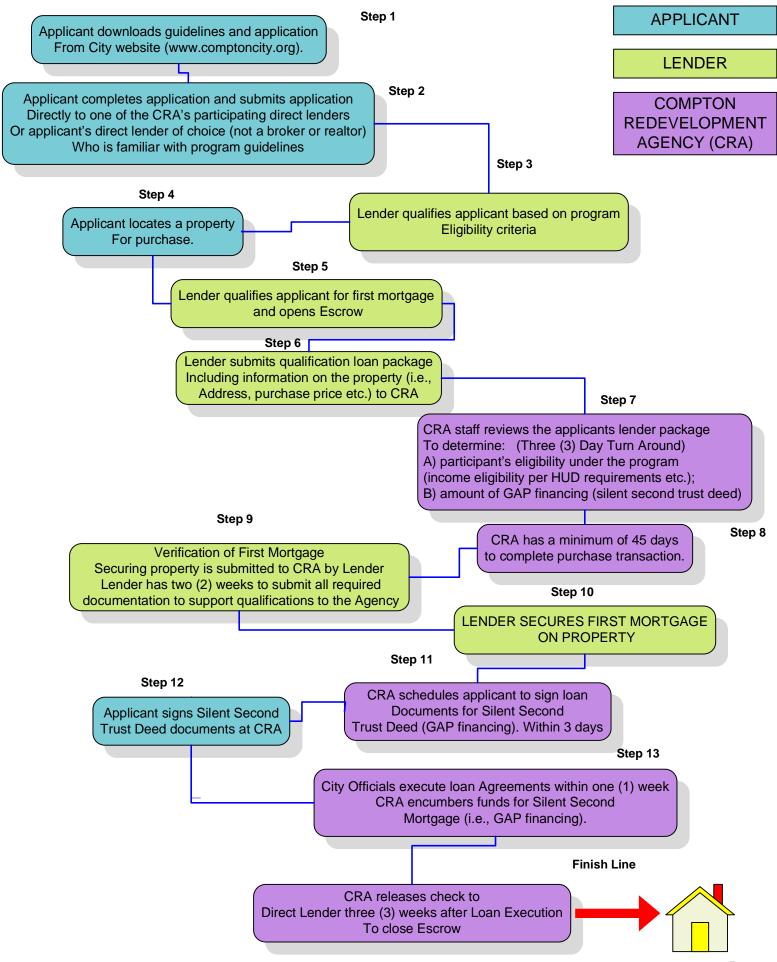
b. The property is no longer owner-occupied

- c. The discovery of willful misrepresentation or fraud in connection with the Program
- d. Death of Owner

# 8.Is the FTHB loan considered down-payment assistance?

No. Second Mortgage Assistance is a subsidy provided to qualified first time homebuyers in the form of a deferred Silent Second Deed of Trust Ioan. A down-payment of 3.5% of purchase price is required for the City of Compton First Time Homebuyers Program. The down-payment must be an out-of-pocket expense from applicant. In addition, participant must have reserves of 2 to 3 months of mortgage payment.

# FLOW CHART FTHB PROGRAM PROCESS



# City of Compton Community Redevelopment Agency

205 South Willowbrook Avenue Compton, California 90220 310-605-5511

As of this date (August 2010) the following have been approved as eligible lenders on the First Time Homebuyers Program with the Community Redevelopment Agency of the City of Compton.

# APPROVED FIRST TIME HOMEBUYER PARTICIPATING LENDERS FOR FISCAL YEAR 2010-11

### Bank of America, Branch #181

5035 W. Slauson Avenue, Suite B Los Angeles, CA 90056

Pia Braud, Mortgage Loan Officer Direct: (323) 997-6238 pia.braud@bankofamerica.com

Nagy Henein, Home Loan Manager Office: (323) 200-2585

### Bank of America Home Loans, Branch #10107

4008 Hardwick Street Lakewood, CA 90712

Larry Hubbard, Mortgage Loan Officer Office: (562) 602-5212 Direct: (562) 858-2070 larry.hubbard@bankofamerica.com

Sam Cruz, AVP, Home Loan Manager Office (562) 602-5217

## Chase, Branch #9820

20710 Avalon Blvd. Carson, CA 90746

Carolyn Langie, Loan Officer Office: (310) 538-2172 Option 3 Direct: (310) 753-3114 carolyn.l.langie@chase.com

Ted Johnson, Sales Manager Office: (562) 663-3702

# Union Bank, Branch #102

120 S. San Pedro Los Angeles, CA 90012

Sergio Hernandez, Loan Consultant Office: (323) 712-1657 sergio.hernandez@unionbank.com

# Wells Fargo (Home Loan Center)

8530 Firestone Blvd. Downey, CA 90241

Lilia Gonzalez, Home Mortgage Consultant Office: (562) 904-7907 Direct: (562) 972-2181 lilia.gonzalez@wellsfargo.com

Maria Rodriguez, Home Mortgage Consultant Direct: (562) 307-5440 <u>Maria.A.Rodriguez@wellsfargo.com</u>

### One United Bank, Branch #005

Compton Branch 205 E. Compton Blvd Compton, CA 90220

Norma Chacon, AVP, Branch Manager Phone: (877) 663-8648 x 5422 or 5499 Credit Pre approval: <u>www.oneunited.com</u> <u>customersupport@oneunited.com</u>

# City of Compton Community Redevelopment Agency

205 South Willowbrook Avenue Compton, California 90220 310-605-5511

As of this date (August 2010) the following have been approved as eligible lenders on the First Time Homebuyers Program with the Community Redevelopment Agency of the City of Compton.

# APPROVED FIRST TIME HOMEBUYER PARTICIPATING LENDERS FOR FISCAL YEAR 2010-11

# **Alameda Court Development**

### **Progressive Loan Funding**

16390 E. Pacific Coast Hwy., #200 Huntington Beach, CA 92649

Tiffany Hines, Loan Officer Direct: (310) 628-9149 getqualifiednow@yahoo.com

Ron Marks, Branch Manager Office: (562) 592-7500

# **Trust One Mortgage**

108 Pacifica, Suite 300 Irvine, CA 92618

Josie Taylor, Loan Broker Direct: (909) 680-1699 josie@heritagemtginc.com

**East West Bank** 9300 Flair Drive, 5<sup>th</sup> Floor El Monte, CA 91731

Elaine Gaspard, VP/Relations Manager Direct: (213) 479-4615 Office: (626) 371-8846 <u>elaine.gaspard@eastwestbank.com</u>

# Willow-Walk Development

# Bank of America, Branch #1007

National Builder Division 13031 Newport Avenue, Suite 200 Tustin, CA 92780

Dave Macke, Loan Officer Office: (714) 508-5309 Direct: (949) 285-6100 Fax: (866) 782-3583 <u>dave.macke@bankofamerica.com</u> <u>http://mortgage.bankofamerica.com/davemacke</u>

Tiffany Silva, Mortgage Loan Coordinator Direct: (714) 508-5308 Fax: (866)708-7948 tiffany.sylva@bankofamerica.com



APPLICATION

# City of Compton Community Redevelopment Agency FIRST TIME HOMEBUYERS PROGRAM

205 South Willowbrook Avenue Compton, California 90220 (310) 605-5511

To get started, download application, complete and submit application to an approved lender on the Agency's list.



**EQUAL HOUSING OPPORTUNITY** The Community Redevelopment Agency of the City of Compton does not discriminate based on ancestry, race, color, religion, sex, disability, familial status or national origin.



# City of Compton Community Redevelopment Agency

# FIRST TIME HOMEBUYERS PROGRAM APPLICATION

Please provide us with the following information:

Applicant: Last Name(s):			First Name(s):		
Address:					
City:			State:	Zip:	
Phone (Home):			Phone (Work/Cell):		
E-mail address:					
Date of Birth:	Age:	Sex:	Disabled:	Yes	No
SSN:			Job Title:		
Employer:					
Address:					
City:			State:	Zip:	
Co-Applicant #1:					
Last Name(s):			First Name(s):		
Address:					
City:			State:	Zip:	
Phone (Home):			Phone (Work/Cell):		
E-mail address:					
Date of Birth:	Age:	Sex:	Disabled:	Yes	No
SSN:			Job Title:		
Employer:					
Address:					
City:			State:	Zip:	

## Co-Applicant #2:

Last Name(s):			First Name(s):			
Address:						
City:			State:	2	Zip:	
Phone (Home):			Phone (Work/C	ell):		
E-mail address:						
Date of Birth:	Age:	Sex:	Disable	ed: Yes		No
SSN:			Job Title:			
Employer:						
Address:						
City:			State:	Z	Zip:	

# **Household Information**

Total number of people who live in the household (including yourself): \_\_\_\_\_

#	Name	Relationship	Gender	Social Security #	Income	Age
1						
2						
3						
4						
5						
6						
7						
8						

# **INCOME INFORMATION**

Household Income - List all members who will occupy the purchased home that are adult wage earners.

Source of Income (Before Taxes)		Applicant		Co-Applicant # 1		Co-Applicant # 2
Wages	\$		\$		\$	
Social Security	\$		\$		\$	
Retirement/Pension	\$		\$		\$	
AFDC	\$		\$		\$	
Child Support	\$		\$		\$	
Other	\$		\$		\$	
Total Monthly	\$		\$		\$	
Total Annual	\$		\$		\$	
Total Annual Combined Income						

**Notice**: Completion of this form does not constitute automatic qualification for the First Time Homebuyer Program. Applicants must also meet the qualifications of mortgage lenders, and depending on the program, meet qualifications established by the federal and state government, County of Los Angeles, and/or the City of Compton. Funding is limited. (Revised July 2010)

## **OTHER INFORMATION**

Have you owned a home in the past three years?	Yes	No
Will you use your new home as your primary residence?	Yes	No
Do you have any money saved up for a down payment?		
(At least 3.5% of the purchase price is required.)	Yes	No
Do you have 2 to 3 months reserves of mortgage payment	Yes	No
Are you a United States Citizen?	Yes	No
If not, do you have a Resident Alien Card?	Yes	No

If not, do you have a Resident Alien Card? Yes <u>No</u> No The following information on this sheet will be **CONFIDENTIAL** and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary.

# **Race/Ethnicity**

0	White	0	American Indian or Alaskan Native and W	hite
0	Black/African American	0	Asian and White	
0	Asian	0	Black/African American and White	
0	American Indian or Alaska Native	0	American Indian/Alaska Native and	
			Black/African American	
0	Native Hawaiian or Other Pacific Islander <b>O</b> Oth	er:		
HI	SPANIC/LATINO ETHNICITY	0	Yes O No	
0	Yes, Mexican/Chicano	0	Yes, Cuban	
0	Yes, Puerto Rican			
$\mathbf{O}$	Yes, Other Hispanic/Latino:			

The Applicant certifies that all information in this application is true and complete to the best of the applicant's knowledge. Falsification of information provided in any manner whatsoever shall render the application null and void and cause any grant and loan monies to become immediately due and payable. The applicant also consents to verification of any information needed to obtain the grant.

Date
Date
Use Only
Reason:
Date:
F



# City of Compton Community Redevelopment Agency

# CONFLICT OF INTEREST DISCLOSURE

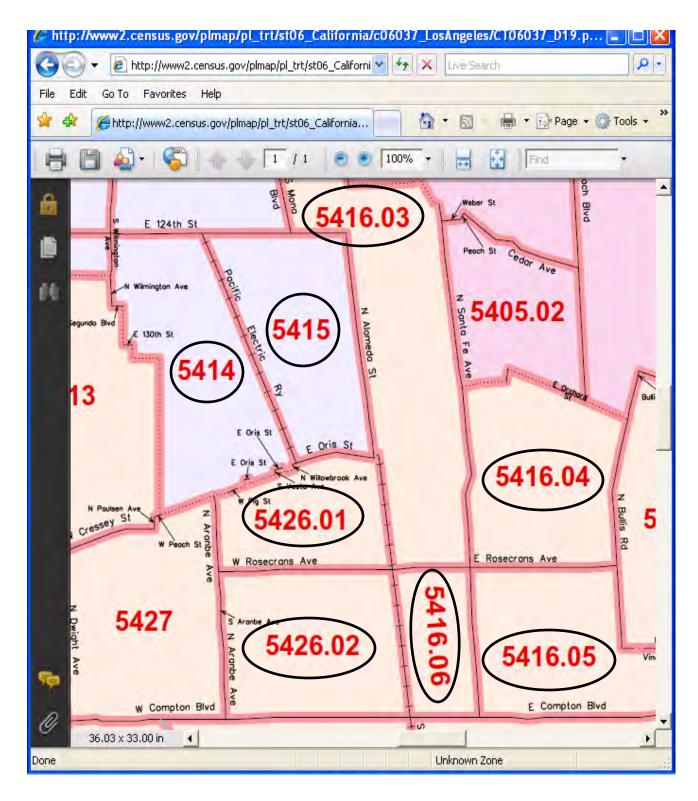
As a prospective applicant of the First Time Homebuyer Program in the City of Compton, I understand that I must disclose my relationship with other persons who I may be associated within the City of Compton. I, therefore, attest to the following: **Check all that apply** 

	I <b>am not</b> a current City of Compton official, employee, board member Commissioner, Council member, agent and/or other representative of City.	
	I <b>am</b> a current City of Compton official, employee, board member, Commissioner, Council member, agent and/or other representative o City.	f the
	Position/Title	
	I am a former City of Compton official, employee, board member, Commissioner, Council member, agent and/or other representative o City.	f the
	Position/Title	
	Date Employment/Term Ended	
	<b>I am not</b> , to the best of my knowledge, aware of any current City of Compton official, employee, board member, commissioner, Council member, agent and/or other representative of the City who is related me or with whom I am a business associate.	to
	<b>I am</b> related to or have a business relationship with a current City of Compton official, employee, board member, commissioner, Council member, agent and/or other representative.	
His/her name is		
-	ated with the City in the capacity as: e person is as follows:	
ParentSpous	eImmediate familyBusiness associate other	
Applicant's Name (Pr	int) Applicant's Signature Date	
Applicant's Mailing Ac	ddress	
	AUDULENT STATEMENT, U.S.C. Title 18, Section 1001, provides: "Whoever in any manner within the r agency of the United States knowingly and willfully falsifies or makes any false fictitious or fraudulent	

statement of representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious, or fraudulent

statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both."

# City of Compton Census Map #1



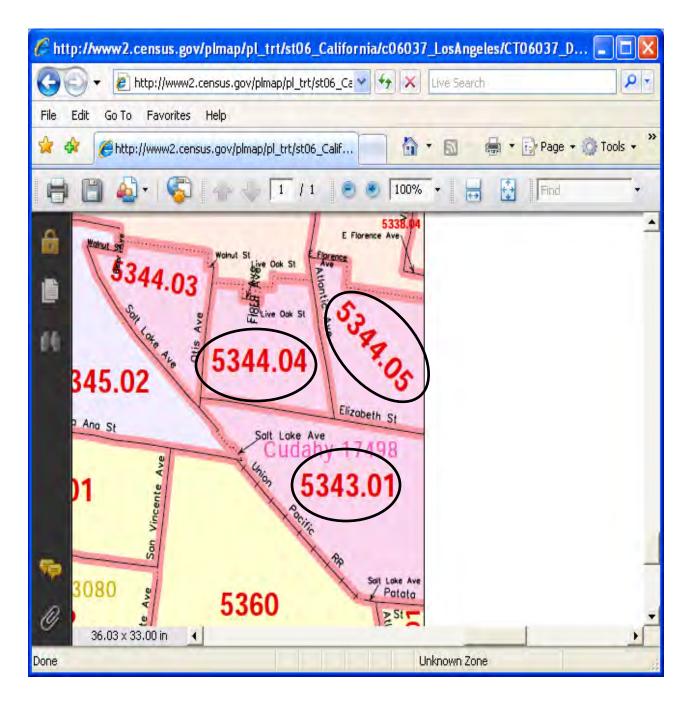
# City of Cudahy

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
No City Program Available	No City Program Available	www.cudahy.ca.us	No City Program Available	No City Program Available	Saul Bolivar 5220 Santa Ana Street Cudahy, CA 90201 (323) 773- 5143 Ext. 238

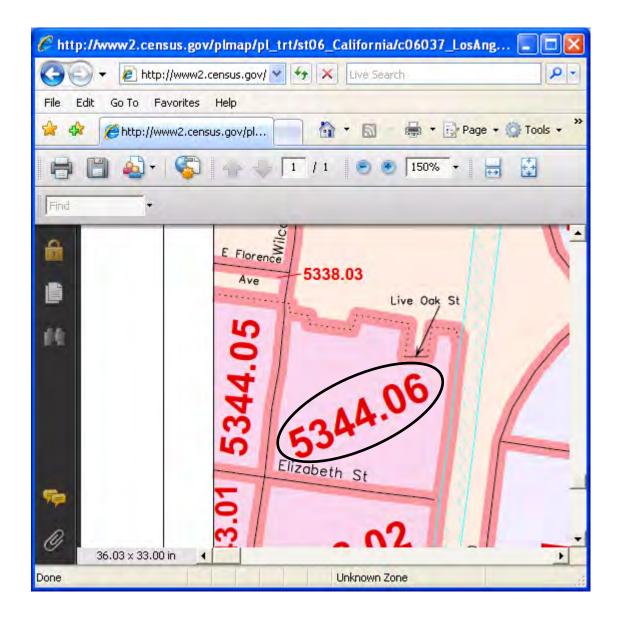
Census Tracts:

5343.01; 5344.04; 5344.05; 5344.06

# City of Cudahy Census Map #1



# City of Cudahy Census Map #2



# City of El Monte

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
Downpayment Assistance Program	Available within City Limits	<u>www.ci.el-</u> monte.ca.us	In Process	In Process	Javier Reyes 11333 Valley Boulevard El Monte, CA 91731 Busi: 626-580-2212 e-mail: jreyes@elmonteca.gov FAX: 626-580-2293

Census Tracts:

4328.01; 4328.02; 4333.01; 4334.02; 4334.03; 4335.02; 4339.01

#### **Down Payment Assistance Programs**

The City of El Monte's Down Payment Assistance Program provides silent second mortgages to households earning 80% of Area Median Income and are first time homebuyers.

The Program is implemented on a first-come-first-served basis. The Program is subject to funding availability.

#### **Eligible Participant:**

- 1. Must have a gross annual household income that does not exceed the 80% of the area median-income (AMI) for Los Angeles County;
- 2. Must be a lawful permanent resident of the United States;
- 3. Must be at least 18 years of age;
- 4. Must not have held ownership in a residential property within the preceding three (3) years from time of application; and
- 5. Must complete a mandatory, HUD-approved, Homebuyer Education course.

#### Occupancy Requirement:

Participant must occupy the property as a principal place of residence for the term of the loan or until the residence is sold. Participant will be required to submit an annual Affidavit of Occupancy.

#### Underwriting Criteria:

Participant shall have sufficient income, creditworthiness, meet lender's underwriting criteria, and fall within the allowable debt ratios to qualify for primary financing.

#### Down Payment Requirement:

Participant must have a minimum down payment equal to at least 1% of the purchase price plus closing costs.

#### Co-signers:

Co-signers will be permitted for the sole purpose of assisting the program participant in qualifying for the first mortgage.

#### **Eligible properties:**

Properties must be located within the City of El Monte, and must be designated for residential use (R-1 zoned). Properties shall contain no more than one (1) residential unit. Eligible properties include:

1) Single-family homes;

- 2) townhomes; and
- 3) condominiums

#### Loan Repayment:

The home is sold during the 30-year period;

The title of the home is transferred (excluding those related to marriage or its dissolution);

The home ceases to be used as the homeowners principal residence;

The homeowner refinances without approval.

The homeowner fails to maintain the property in a decent, safe and sanitary condition; or Property goes into default / foreclosure.

#### Frequently Asked Questions (FAQs)

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#### What is affordable housing?

The term affordable housing means any household who is paying no more than 30 or 35 percent (depending on the program) of their adjusted gross income on housing costs (principle, interest, taxes, insurance, and utilities).

#### Who is eligible?

Only low- to moderate-income households are eligible for affordable housing opportunities. HOME funds can provide assistance to households whose income does not exceed 80 percent of the area median income; whereas Redevelopment Agency (Agency) funds can assist households whose income does not exceed 120 percent of the area median income. Use these links for additional information:

- Income Limits for Los Angeles County
- Income Limits for HOME-assisted households

#### What resources are available for affordable housing projects and programs?

The City of El Monte receives the HOME Investment Partnership (HOME) Grant from the United States Department of Housing and Urban Development (HUD). The purpose of this grant is to facilitate housing opportunities for low- and moderate-income families.

In addition to HOME funds, Redevelopment Agencies are required by state law to set aside 20 percent of their gross tax increment revenue for the purpose of increasing, improving, and preserving the community's supply of low- to moderate-income affordable housing.

# I currently own rental properties in the City and need assistance to make some improvements. What programs are available?

The City of El Monte does not have a rehabilitation program for single-family rental properties. Rental properties with 1 to 4 units are eligible for FHA loans through traditional mortgage lenders.

However, the City of El Monte and Redevelopment Agency (Agency) provide financial assistance to multifamily housing projects in need of substantial rehabilitation when funding is available. In exchange for financial assistance, affordability covenants will be recorded against the property. For projects funded with Redevelopment Housing funds, the affordability covenants will remain in place for a minimum period of 55 years. For projects funded with HOME, the affordability covenants will remain in place for a minimum of 5 years up to a maximum of 15 years depending upon the amount of assistance.

#### How can I apply for a housing rehabilitation program grant or loan?

The El Monte Housing Division currently administers the Housing Rehabilitation Program for the City of El Monte. The Housing Rehabilitation program is only available to owner-occupied single-family property owners and mobile home owners. The goal of the program is to improve neighborhoods by preserving and enhancing the existing housing stock, and provide financial assistance to eligible homeowners to make necessary home improvements.

Program funds are only available for improvements such as correcting code violations, health and safety issues, upgrading electrical service, and installation of a new roof. Non-eligible repairs include room additions (not in the case of overcrowding), retaining walls, additional bathrooms, private walkways, porch enclosures, and recreational rooms. The subject property must meet all local building and zoning codes by completion of the project. Property taxes must be paid and current at the time of loan approval and closing. For more information on this program please contact the El Monte Housing Division at (626) 580-2080.

#### Does the City offer first-time homebuyer down payment assistance?

The City has reinstated the down payment assistance program tentatively in July 2008. Selection for the program will be on a first-come-first-serve basis. To be added to the waiting list, please send an email to housing@El Monteca.gov with your name, address, and phone number. Once the program becomes operational individuals on the waiting list will be notified via U.S. mail.

#### Who administers the Section 8 Program?

The County of Los Angeles Community Development Commission administers the Section 8 program, for more information please contact the County's Housing Authority at (951) 351-0700 or visit their website at www.lacdc.org

# I currently rent in the City and my landlord wants to have me evicted for unknown reasons. Do I have any rights?

If you feel that your landlord is treating you unfairly please contact:

• Housing Rights Center of Los Angeles County at (800) 477-5977 or visit their website at www.,hrc-

la.org.

 Los Angeles Center for Public Law and Justice at (800) 477-5977 or visit their website at www.hrcla.org.

Both The Fair Housing Council is a non-profit organization that deals with tenant-landlord issues and cases of discrimination of any kind.

# My home is currently in danger of going into foreclosure. What can I do to prevent this from happening?

If you are homeowner in danger of going into foreclosure, please contact Fair Housing Council of El Monte County at (951) 682-6581 or visit their website at www.fairhousing.net.

#### Does the City of El Monte have rent control?

The City of El Monte does not have rent control policies in place for apartment structures and housing rentals.

I'm concerned with what may happen to my neighborhood if affordable housing is built.

#### What type of person qualifies for affordable housing?

The need for affordable housing in California is urgent as the cost of housing continues to increase. In California, the Fair Market Rent for a two-bedroom apartment is \$1,124. In order for any household to afford this level of rent without exceeding 30 percent of their gross income, a household must earn \$3,962 a month or \$47,547 annually. Many entry level wage earners such as teachers, municipal workers, nurses, librarians, and police are unable to afford market rate rents, therefore its essential to focus resources on developing affordable housing opportunities for these persons.

#### Does someone monitor the tenants of affordable housing?

In accordance with state law, projects with 16 or more units must have on-site property management. In addition, by state and federal law, projects that have been assisted with redevelopment housing funds and HOME funds are required to be monitored on a regular basis. This ensures that residents are provided with a safe, suitable, and sanitary living environment and further ensures that rents still remain affordable to low- and moderate-income households.

#### How does affordable housing affect home values in my neighborhood?

Affordable single-family and multi-family units will have no adverse affect to property values within a neighborhood. In general, affordable single family homes appraise for market value. Affordability is the result of financial assistance on the part of the City to the low- or moderate-income homebuyer (or developer in the case of rental) to ensure that housing costs do not exceed 30 percent of a household's income.

#### What are the eligible uses of HOME and Agency funds for housing development?

Development hard costs related to the project can include construction, rehabilitation, energy-related repairs, disability improvements, demolition of existing structures, acquisition costs, and site improvements. Soft costs related to the project can include architectural and engineering, environmental reviews, legal fees, private lender financing fees, administration directly involved with the project and relocation costs.

# What are the allowed sales prices of homes assisted with HOME and/or Redevelopment Housing Funds?

**F**ederal regulations restrict the sales price of any single-family residence reserved for low- and moderateincome households assisted with HOME funds can not exceed 95 percent (100 percent for Agency-assisted) of the area median price for an equivalent style home.

# **General Information**

Address: City Hall West 11333 Valley Boulevard El Monte, CA. 91731-3293

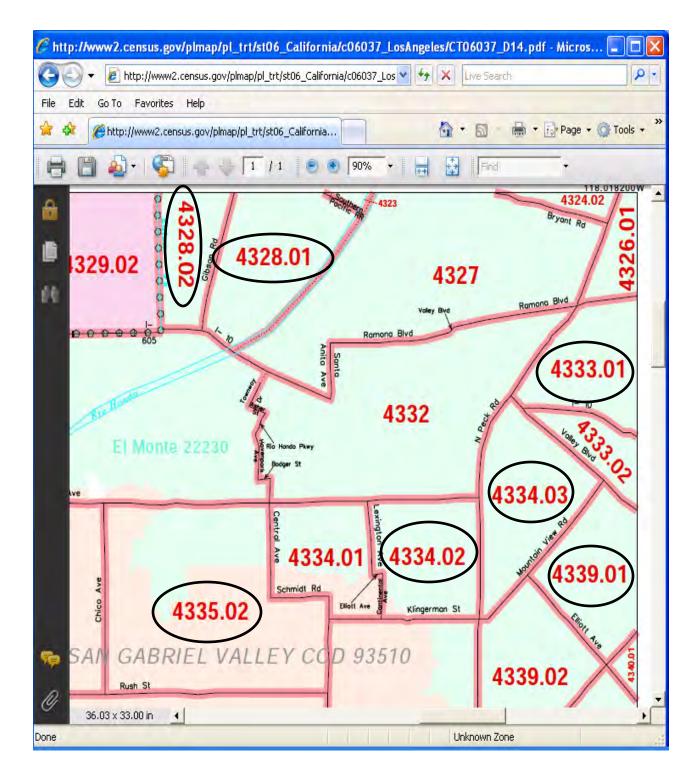
 Phone:
 (626) 580-2070

 Fax:
 (626) 580-2293

 Email:
 Housing@elmonteca.gov

Hours: 8:00 a.m. - 5:30 p.m. Monday through Thursday Closed on Weekends and Major Holidays

# City of El Monte Census Map #1



# City of Glendale

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
First Time Homebuyer Program	Not yet submitted to CalHFA for approval	www.ci.glendale.ca.us	Not yet submitted to CalHFA for approval	Not yet submitted to CalHFA for approval	Sam Yeremyan 141 N. Glendale Ave., Suite 202 Glendale, CA 91202 <u>syeremyan@ci.glendale.ca.us</u> (818) 551-6930

Census Tracts:

3022.01; 3025.01

# First Time Home Buyer Program

This program is intended for families that do not intend to sell their home in the first 5 years of ownership and will live in the home they purchase.

#### **Program Features**

- Assists First Time Home Buyers to purchase an entry level home, such as a condominium or town home, in the City of Glendale.
- Increases "buying power" through a 2nd mortgage loan up to \$75,000 (based upon need.) Eligible Veterans of the United States Armed Forces may receive a loan up to \$85,000.
- This is a 0% loan, with no monthly payments.
- The maximum purchase price is determined individually for each buyer.
- First Time Buyer will pay only 28% 35% of their monthly income for housing costs.
- The loan is forgiven after 45 years. The home owner may pay back the loan any time before that if they wish. The loan must be repaid if the home is sold or transferred. Loan repayment includes the original amount and a percentage of the increased value of the home, if there is one. (Many sales costs, the cost of capital improvements and all down payment and principal repayments are subtracted from the increased value before the amount of profit to be shared with the City is determined.)

#### **Program Requirements**

- Maximum Moderate Income limits apply.
- Assists First Time Home Buyers who have not owned a home in the last 3 years.
- Borrowers need to live in the home (until the loan is paid off or forgiven.)
- A minimum 5% (of the purchase price) down payment is needed. A minimum 3% needs to be from the buyer's own funds and a minimum 2% may be a gift or grant.
- The borrower needs to qualify for and obtain a 1st mortgage loan through Chase Bank.
- A home buyer education certificate from an approved agency is required. Call the number above to sign up for classes.

Please review Summary of First Time Home Buyer Program Eligibility Requirements for full program details.

Please click here to get additional information about the First Time Homebuyer Class.

Back to Housing Programs Page

Last modified: Thursday, January 06, 2011 8:15:58 AM

# Community Development

633 E. Broadway, Room 201 Glendale, CA 91206 Redevelopment Agency - (818) 548-2005 Economic Development - (818) 548-3155 Business Assistance - (818) 548-3155

# Low & Moderate Income Limits

LA County Median Household Income Limits*					
People Per Household	Maximum Moderate Income				
1 Person	\$46,400	\$52,900			
2 People	\$53,000	\$60,500			
3 People	\$59,650	\$68,050			
4 People	\$66,250	\$75,600			
5 People	\$71,550	\$81,650			

\* Sources: HUD: State of California, June 2010 Call for median income limits for households of greater than 5 people.

#### Back to Housing Programs Page

Last modified: Thursday, January 06, 2011 8:20:04 AM

Community Development 633 E. Broadway, Room 201 Glendale, CA 91206 Redevelopment Agency - (818) 548-2005 Economic Development - (818) 548-3155 Business Assistance - (818) 548-3155

## City of Glendale First Time Home Buyer Program

# Summary of First Time Home Buyer Program

The Housing Authority of the City of Glendale (Authority) offers deferred payment, second mortgage loans to eligible first time homebuyers. Authority loans are available to pay a portion of the purchase price of eligible condominiums, townhomes, or detached single-family homes in the City of Glendale.

The following is a summary of certain loan terms of the City of Glendale's First Time Home Buyer (FTHB) Program. Borrowers should refer to the Loan Agreement for more specific and complete details of loan terms.

## First Time Home Buyer Program Eligibility Requirements

To be eligible for a FTHB Loan, you must meet the following requirements:

- 1. You must be a First Time Home Buyer. You cannot have owned property in the past three (3) years that was considered your primary place of residence.
- 2. Your gross annual household income (including income from all household members) must be at a moderate income level. This level requires your household income to be at least 80 percent of the area median income but not exceed 120 percent of the area median income, adjusted for family size. The table below shows the minimum and maximum allowable household income by household size as of June 2010.

Household Size	Minimum Allowable Household Income	Maximum Allowable Household Income
1	\$46,400	\$52,900
2	\$53,000	\$60,500
3	\$59,650	\$68,050
4	\$66,250	\$75,600
5	\$71,550	\$81,650
6	\$76,850	\$87,700
7	\$82,150	\$93,750

(Example: For a household size of 4, the gross annual household income should be at least \$66,250, but less than or equal to \$75,600)

- 3. You must purchase an eligible detached single family home, townhome, or condominium located within the City of Glendale.
- 4. You must live in the home full-time as your primary residence.

- 5. You must obtain a first mortgage loan from Chase Bank. (The Authority has an exclusive agreement with Chase Bank to provide first mortgage loans to participating first time homebuyer households.)
- 6. Your total monthly housing costs may not exceed those described in California Health and Safety Code Section 50052.5(b) as appropriate for your household income and adjusted for family size appropriate to the housing unit that you purchase.

# Maximum Purchase Price of Home

The FTHB program has flexible, individual maximum home purchase prices that are based on your household size, your income, the size of home you purchase, and amount of your down payment. If you meet the eligibility requirements, staff will work with you to determine your household's maximum purchase price using the FTHB program.

# Down Payment Requirement

You must provide a minimum down payment of five percent (5%) of the purchase price of the home. Two percent (2%) can be a <u>gift</u> from a third party (i.e. relative and/or friend, etc.)

## Maximum FTHB Loan Amount

Condominium, Townhome, or Single Family Home: \$75,000

Your actual loan amount may be less than the maximum loan amounts stated above and will be determined based on 1) the purchase price of the property; 2) the amount of your down payment; and 3) the amount the first mortgage loan for which you qualify.

Example: If the Purchase Price for a condominium is \$250,000; your Down Payment is \$12,500 (5 percent of the purchase price); and you qualify for a First Mortgage Loan of \$200,000; the amount of your FTHB loan would be \$37,500 and is calculated as follows:

\$37,500	FTHB Loan Amount
<u>- \$200,000</u>	First Mortgage Loan
- \$12,500	Down Payment
\$250,000	Purchase Price

# Interest on Authority Loan

<u>0% Interest Loan and No Payments for 45 Years</u>: The Authority Loan will accrue no interest for 45 years and you will make no monthly payments on the Authority Loan.

Loan Principal Forgiven after 45 Years: After 45 years of continued residence and ownership, the principal balance of the Authority Loan will be forgiven.

<u>Appreciation Share</u>: The Authority Loan contains an "Appreciation Share" provision, defined as the Authority's proportionate share of appreciation in the property. If the principal amount of the Authority Loan becomes due and payable within 45 years, the Appreciation Share will also need to be paid in full. After 45 years of continued owner-occupancy, Appreciation Share will not become due and payable.

If, however, within 45 years, you sell the property, prepay the Authority Loan, or if the Authority Loan otherwise becomes due and payable, you will have to repay the principal amount of the Authority Loan <u>plus</u> Appreciation Share, as described below.

Appreciation Share is a percentage of the remaining proceeds after the following have been deducted from the sales price or appraised value of the property:

- 1. Balance of the first mortgage loan;
- 2. Principal reduction payments on the first mortgage loan;
- 3. Principal amount of the Authority Loan;
- 4. Original Borrower Down Payment;
- 5. Documented Capital Improvements Costs; and
- 6. Specific costs and fees related to the transaction.

The Housing Authority's proportionate share of appreciation in the property is greater in the first five years of the loan and decreases after five years.

**Calculation of Appreciation Share in First Five Years**: If the Authority Loan becomes payable during the first five years of the loan, the Authority's proportionate share of appreciation is calculated as follows:

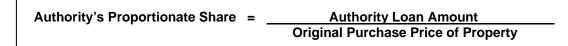


Example: If Authority Loan Amount is \$45,000 and Borrower's Down Payment is \$12,500, the Authority's Appreciation Share would be <u>78.3%</u> and is calculated as follows:

Authority's Proportionate Share =  $\frac{$45,000}{$45,000 + $12,500}$  =  $\frac{$45,000}{$57,500}$  = 78.3%

In the above example, the Housing Authority would be entitled to <u>78.3%</u> of the appreciation of the property in addition to the principal amount of the Authority Loan.

**Calculation of Appreciation Share after Five Years and Before 45 Years**: If the Authority Loan becomes payable after five years and before 45 years, the Authority's proportionate share of appreciation is calculated as follows:



Example: If the Authority Loan Amount is \$45,000 and the Original Purchase Price of the Property is \$250,000, the Authority's Proportionate Share would be <u>18%</u> and is calculated as follows:

Authority's Proportionate Share = <u>\$45,000</u> = 18% \$250,000

In the above example, the Housing Authority would be entitled to <u>18%</u> of the appreciation of the property in addition to the principal amount of the Authority Loan.

If the Authority Loan becomes payable after 45 years, Appreciation Share will not be payable.

## Refinancing of First Mortgage Loan

You may refinance your First Mortgage Loan with Chase Bank for an interest rate reduction.

Example of refinance with an interest rate reduction: If your First Mortgage Loan has a current balance of \$162,000 with an interest rate of 7½%; and interest rates later decline to 6¼%; you may refinance your First Mortgage Loan with Chase Bank to obtain a lower interest rate. The loan term must be for 30 years with a fixed interest rate.

You may also refinance your First Mortgage Loan with Chase Bank to take limited equity out of your home for other purposes. The equity limitation requires that the new first mortgage loan amount not exceed the value of the original First Mortgage Loan amount from when the home was purchased.

<u>Example of refinance with limited cash out:</u> If the original First Mortgage Loan is \$200,000 and through principal payments, the balance of the First Mortgage Loan has been reduced to \$195,000, then you could refinance with Chase Bank for a loan amount not to exceed the original First Mortgage Loan of \$200,000, provided that the interest rate on the new loan is the same or lower rate than your current loan. The additional \$5,000 cash could be taken out to use as you choose. The loan term must be for 30 years with a fixed interest rate.

You may not refinance your First Mortgage Loan with a lender other than Chase Bank.

If you choose to refinance your First Mortgage Loan with a lender other than Chase Bank or refinance for an amount exceeding the original First Mortgage Loan amount, the Authority Loan will become immediately due and payable, including principal and Appreciation Share.

### Junior Liens (Third Mortgage Loans)

You may use the property as security to obtain a mortgage loan that is junior to the Authority Loan provided that all of the loans on your property do not exceed the original purchase price of the property when you purchased it OR the fair market value of the property, whichever is less.

#### Right of First Refusal to Purchase

If, within 45 years of purchase, you decide to sell the property, the Authority will have a Right of First Refusal to Purchase the property on the same terms and for the same purchase price as the proposed sale. For example, the Authority may want to purchase the property and resell it to another moderate-income homebuyer or include it in a future affordable housing project. If the Authority exercises this right, the property would be purchased on the same terms and for the same purchase price as the proposed sale.

# I have reviewed and understand the contents of this <u>Summary of First Time Home</u> <u>Buyer Program</u>.

Applicant (Print name)

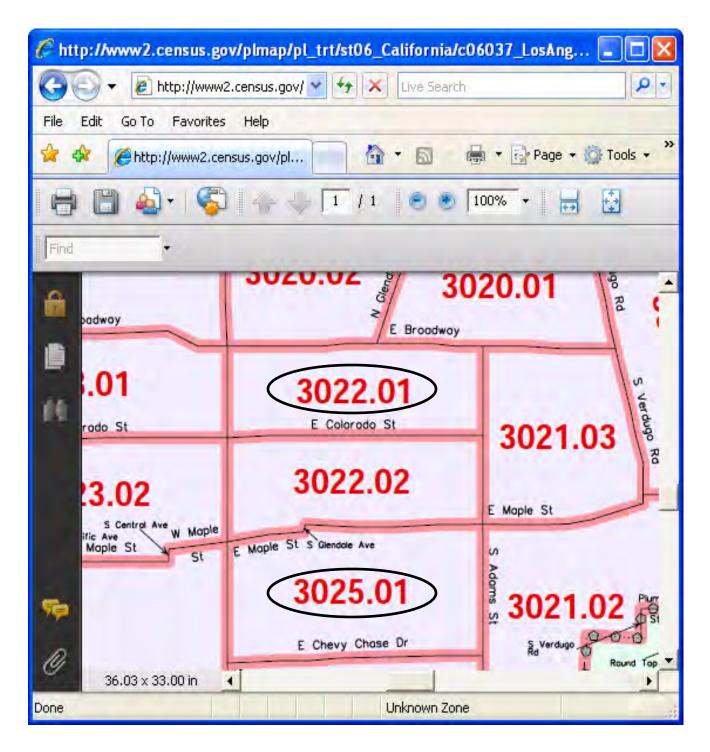
Applicant (Signature)

Date

Co-Applicant (Print name)

Co-Applicant (Signature)

Date



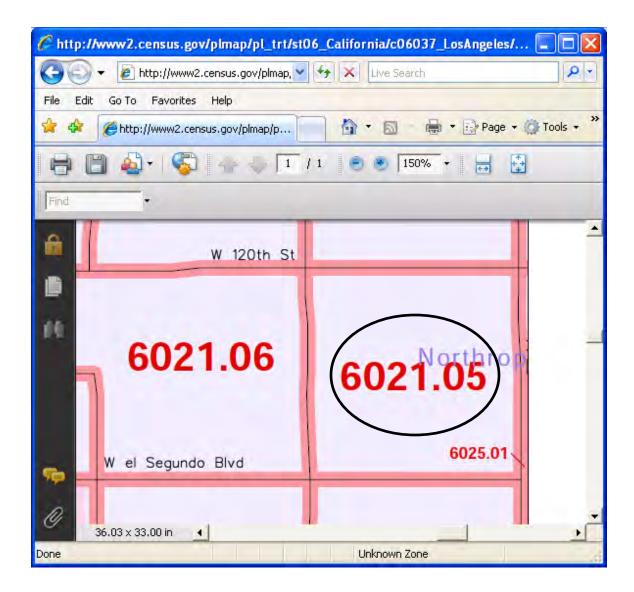
# City of Hawthorne

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
CalHome First Time Home Buyer Program	Available within City Limits	www.cityofhawthorne.com	In Process	In Process	Gregg McClain planning@cityofhawthorne.org 310-349-2970
First Time Home Buyer Program	Available within City Limits	www.cityofhawthorne.com	In Process	In Process	Gregg McClain planning@cityofhawthorne.org 310-349-2970

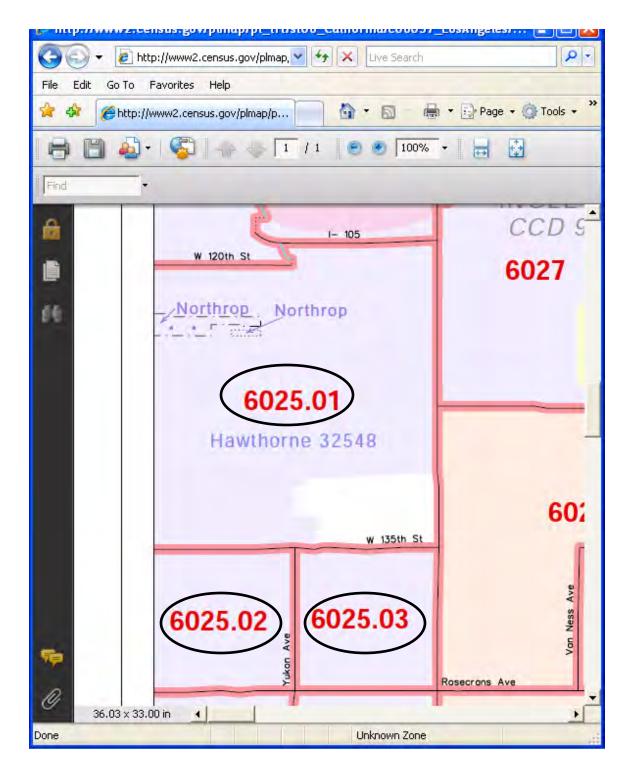
Census Tracts:

6012.05; 6025.01; 6025.02; 6025.03

# City of Hawthorne Census Map #1



# City of Hawthorne Census Map #2

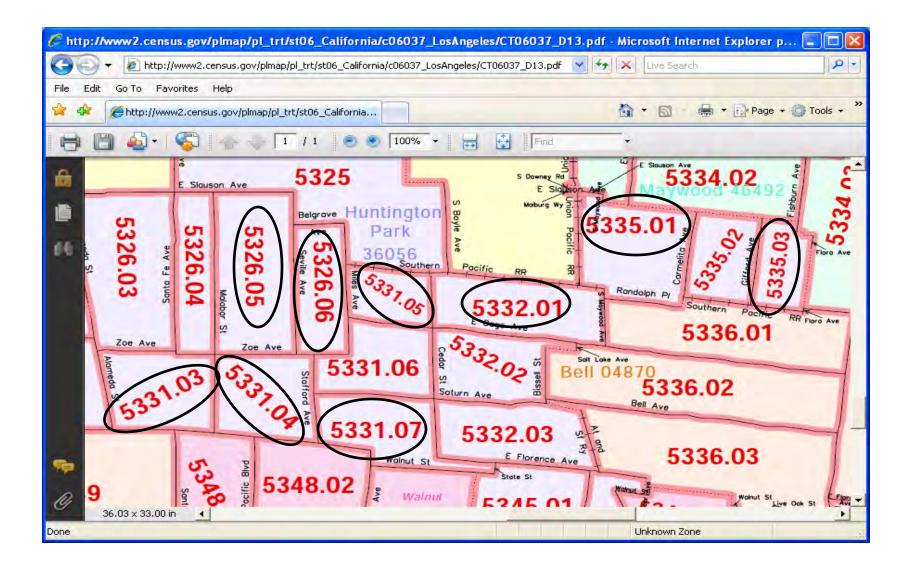


# City of Huntington Park

	pecial	Website	FHA	Conventional	Contact
Name Com	nments		Approved	Approved	Information
Program Pro	lo City rogram railable	www.huntingtonpark.org	No City Program Available	No City Program Available	<u>Manuel Acosta</u> 6550 Miles Avenue Huntington Park, CA 90255 <u>macosta@huntingtonpark.org</u> (323) 584-6213

Census Tracts:

5326.05; 5326.06; 5331.03; 5331.04; 5331.05; 5331.07; 5332.01; 5335.01; 5335.03



# Inglewood Neighborhood Housing Services, Inc. (City of Inglewood)

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
CDFI Second Mortgage Program	Los Angeles Co.	www.cityofinglewood.org	In Process	In Process	Donnicus Cook 335 E. Manchester Blvd. Inglewood, CA 90301 Busi: 310-674-3756 e-mail: dicook@quantumcdc.org FAX: 310-693-6516
Mortgage Assistance Program	Spot resale homes in Los Angeles Co.	www.cityofinglewood.org	In Process	In Process	Donnicus Cook 335 E. Manchester Blvd. Inglewood, CA 90301 Busi: 310-674-3756 e-mail: dicook@quantumcdc.org FAX: 310-693-6516

Census Tracts:

6006.02; 6011.00; 6012.11; 6015.01; 6016.00; 6017.00; 6018.02; 6019.00

# First Time Homebuyers

The City of Inglewood First-time Homebuyers Mortgage Assistance Program (MAP) is administered by Inglewood Neighborhood Housing Services (INHS), which is a NeighborWorks Homeownership Center (HOC). INHS and the City have created this silent second deed of trust deferred loan program to provide homeownership opportunities to first-time homebuyers in the City of Inglewood. Maximum loan amount is \$40,000.

#### **Eligible Borrowers**

- Eligible borrowers are those households whose income is below 80% of the Los Angeles County Median income, adjusted by household size. The applicant will be required to provide all documentation and information required by the lender. Income of all members residing in the property and over the age of 18 will be considered in determining program eligibility.
- 2. Household size should be consistent with the number of individuals claimed on federal income tax returns.

Household Size	Very-low Income (30%)	Low-income (50%)	Moderate-Income (80%)
1	\$11,450 or less	\$11,451-\$19,100	\$19,101-\$30,500
2	\$13,100 or less	\$13,101-\$21,800	\$21,801-\$34,900
3	\$14,700 or less	\$14,701-\$24,550	\$24,551-\$39,250
4	\$16,350 or less	\$16,351-\$27,250	\$27,251-\$43,600
5	\$17,650 or less	\$17,651-\$29,450	\$29,451-\$47,100
6	\$18,950 or less	\$18,951-\$31,600	\$31,601-\$50,550
7	\$20,250 or less	\$20,251-\$33,800	\$33,801-\$54,050
8	\$21,600 or less	\$21,601-\$35,950	\$35,951-\$57,550

Source: The Department of Housing and Urban Development for FY 2001-2002 (10/1/01-9/30/02).

### Eligible Properties

- 1. Eligible properties include single family homes and condominiums located in the City of Inglewood. The property must be owner occupied.
- 2. Maximum appraised value, including any proposed rehabilitation, is limited to HUD's HOME Single Family Purchase Price limits, currently \$235,000.
- 3. Properties in need of repair may also qualify for a rehabilitation/home improvement loan (see rehabilitation loan program).

#### Homebuyer's Education

All borrowers' purchasing a home under the MAP Program will be required to undergo homebuyer education provided by INHS. Homebuyer's education courses will cover areas such as budgeting, underwriting and credit, finding a house, and mortgage financing.

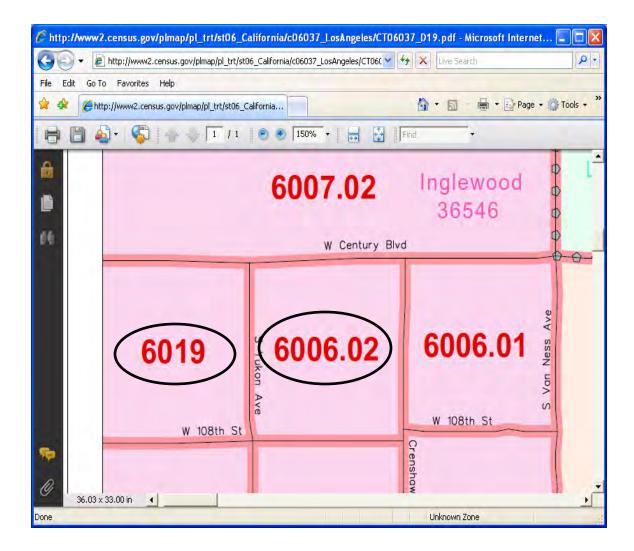
#### Loan Applications

- 1. Applications for the MAP program can be obtained from and submitted to INHS. Participating lenders will provide the first mortgages.
- 2. INHS will process the loan application for both the first and second mortgages.

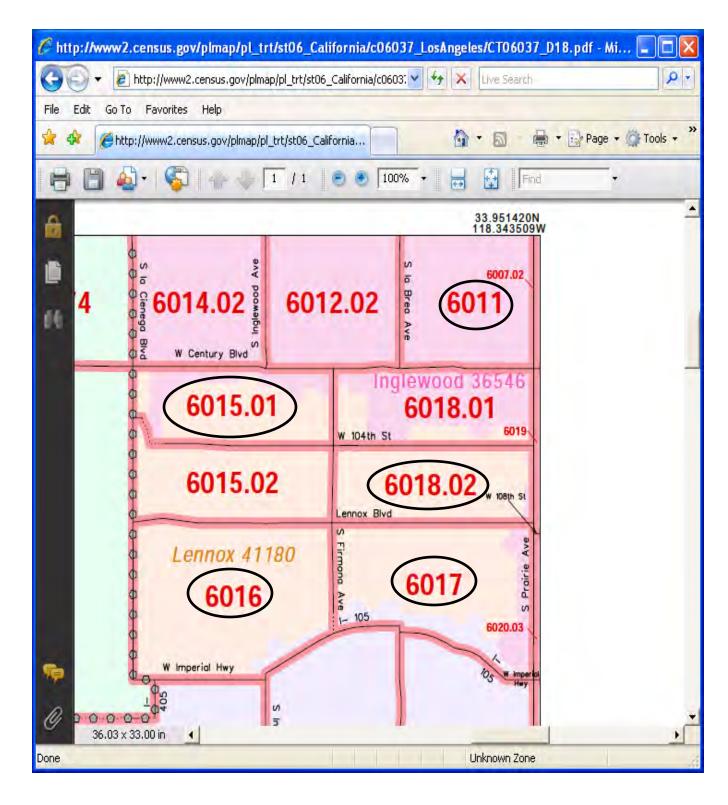
# Lead Based paint testing and abatement is funded by the City of Inglewood in conjunction with all housing programs.

For more on information the First-time Homebuyer Program, please contact Inglewood Neighborhood Housing Services (INHS), Inc., 335 East Manchester Blvd., Inglewood, CA 90301, (310) 674-3756.

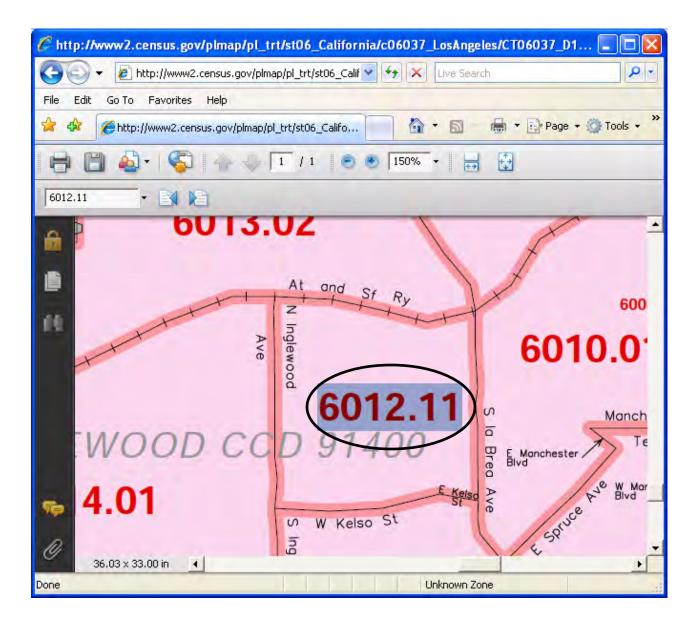
# City of Inglewood Census Map #1



# City of Inglewood Census Map #2



# City of Inglewood Census Map #3



# City of Lancaster Redevelopment Agency

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
Homebuyer Loan Program	Not yet submitted to CaIHFA for approval	www.cityoflancasterca.org	Not yet submitted to CalHFA for approval	Not yet submitted to CalHFA for approval	Clark Lien 661-723-5942

Census Tracts:

9008.06; 9006.02; 9007.04



# City of Lancaster Neighborhood Stabilization Program NSP Homebuyer Loan Program Guidelines

The City of Lancaster Housing & Neighborhood Revitalization Department 44933 Fern Ave. Lancaster, CA.93534

#### HOMEBUYER PROGRAM GUIDELINES

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#### HOMEBUYER LOAN PROGRAM GUIDELINES

#### 1.0. GENERAL

The City of Lancaster has entered into a contractual relationship with the United States Department of Housing and Urban Development ("HUD") to administer the Neighborhood Stabilization Program ("NSP") enacted by the United States Legislature as part of the Housing Economic Recovery Act of 2008 (Pub. L. 110-289, approved July 30, 2008) to deal with the housing foreclosure crisis facing many localities throughout the country. Consequently, the City of Lancaster ("City") was awarded NSP funds to acquire homes foreclosed in the City. These Guidelines ("Guidelines") set forth the rules, regulations, and procedures for implementing the City's NSP Acquisition, Rehabilitation and Resale Program funded using NSP funds. The Homebuyer Loan Program described herein (the "Program") is designed to provide loans to eligible homebuyers purchasing NSP acquired and rehabilitated homes, also referred to herein as "housing units", located within the Program's eligible areas. The Program will be administered by the City of Lancaster utilizing NSP funds on eligible Property") to assist very low income Home Buyers whose income does not exceed fifty percent (50%) of Los Angeles County area median income ("Eligible Household").

#### **1.1. PROGRAM OUTREACH AND MARKETING**

All outreach efforts will be done in accordance with state and federal fair lending regulations to assure nondiscriminatory treatment, outreach and access to the Program. No person shall, on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation be excluded, denied benefits or subjected to discrimination under the Program. The City will ensure that all persons, including those qualified individuals with handicaps have access to the Program.

- A. The Fair Housing Lender logo will be placed on all outreach materials. Fair housing marketing actions will be based upon a characteristic analysis comparison (census data may be used) of the Program's eligible area compared to the ethnicity of the population served by the Program (includes, separately, all applications given out and those receiving assistance) and an explanation of any underserved segments of the population. This information is used to show that protected classes (age, gender, ethnicity, race, and disability) are not being excluded from the Program. Flyers or other outreach materials, in English and any other language that is the primary language of a significant portion of the area residents, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies. The Program may sponsor homebuyer classes to help educate homebuyers about the home buying process and future responsibilities. Persons who have participated in local homebuyer seminars will be notified about the Program.
- B. The City will work closely with local real estate agents and primary lenders to

explain the Program requirements for eligible housing units and homebuyers, and to review Program processes. Local real estate agents and primary lenders will also be encouraged to have their customers participate in the Program.

C. Section 504 of the Rehabilitation Act of 1973 prohibits the exclusion of an otherwise qualified individual, solely by reason of disability, from participation under any program receiving Federal funds. The City should take appropriate steps to ensure effective communication with disabled housing applicants, residents and members of the public.

# **1.2.** APPLICATION PROCESS AND SELECTION

- A. The City may maintain a waiting list of applicants. Each applicant is asked to complete an application form, which asks for sufficient information concerning income, employment, and credit history to establish preliminary eligibility for Program participation. Complete applications are date and time stamped, therefore, assistance is given on a first-come-first-served basis. Applications are only deemed complete if all information is completed, the application is signed and dated, and lender's pre-qualification letter is attached to the application. Incomplete applications are returned to the applicant and will not be date/time stamped until complete.
- B. Once the applicant's name comes to the top of the waiting list their Program eligibility is confirmed and they are invited to a briefing regarding participation in the Program. At the briefing the application is reviewed and the potential homebuyer is given a "Preliminary Eligibility Letter" for the Program along with the following forms: Program Brochure, Attachment (I) Instructions to Home Buyer, Looking for the Best Mortgage, Attachment (F) Sellers Lead-Based Paint (LBP) Disclosure, (G) LBP Contract Contingency Language and the EPA Booklet (Protect Your Family from Lead in Your Home) and (H) Notice to Seller.
- C. The potential homebuyer is given 30 days to begin securing a loan for the housing unit. If during the 90-day time frame, the potential homebuyer is unable to purchase a home, an extension may be given. However, if it appears the potential homebuyer cannot participate in the Program, the reservation of funds expires and the next person on the waiting list is given an opportunity to participate in the Program.

## **1.3.** THE HOME PURCHASE PROCESS

A. The following is a simplified example of how a lender would analyze a homebuyer's finances to determine how much the homebuyer could afford to borrow from the primary lender towards homeownership.

#### **DEBT SERVICE** FOR A FAMILY OF FOUR EARNING \$2,500 PER MONTH

#### **HOUSING PAYMENTS**

#### **TOTAL OVERALL PAYMENTS**

Principal & Interest Payment	\$ 580
Insurance	50
Taxes	120
Total Housing Expense	\$ 750
(PITI is 30% of \$2,500)	

## \$750 Housing +250 Other Debt Service

\$ 1,000 Total Debt Service

\$ 750 (Overall debt service per month is 40% of \$2,500)

#### **OTHER HOUSEHOLD DEBT SERVICE**

Car Payment \$ 150 Credit Card Payment 100 Total Other Debt \$ 250

A \$580 per month loan payment equates to borrowing \$96,750 at 6% for a 30 year term.

	SUBSIDY CALCULATION FOR A FAMILY OF FOUR EARNING \$2,500 PER MONTH					
Purchase Price of Property	\$ 120,000					
Less Primary loan amount	96,750					
Less down payment of 3%	3,600					
Equals "GAP"	\$ 19,650					
Plus estimated allowable settlement charges	3,000					
Equals Total Subsidy	\$ 22,650					

- B. The housing unit selection process will be conducted by the homebuyers. Prior to making an offer to purchase an eligible housing unit with the assistance of a real estate professional, the homebuyer shall provide seller with a disclosure containing the following provisions:
  - 1) Homebuyer has no power of eminent domain and, therefore, will not acquire the property if negotiations fail to result in an amicable agreement; and
  - 2) Homebuyer's offer is an estimate of the fair market value of the housing unit, to be finally determined by a state licensed appraiser;
  - 3) The housing unit will be subject to inspection for CDBG local health and safety standards.
  - 4) All housing units built prior to January 1, 1978 will require a lead paint disclosure to be signed by both the homebuyer and Seller (Attachment F);
  - 5) Since the purchase would be voluntary, the seller would not be eligible for relocation payments or other relocation assistance;
  - 6) The seller understands that the housing unit must be either: a City owned property acquired through the NSP Program, a foreclosure, or vacant for four months, rehabilitated and offered for re-sale prior to submission of the purchase offer.
  - 7) If the seller is not provided with a statement of the above six provisions prior to the purchase offer, the seller may withdraw from the agreement after this information is provided.
- C. Applicant submits executed standard form purchase and sale agreement and primary lender prequalification letter to Program Director. The purchase and sale agreement will be contingent on the household and housing unit meeting Program eligibility requirements and receiving Program loan approval. The staff will verify applicant eligibility, housing unit and loan eligibility and amount of assistance to be provided consistent with these guidelines.
- D. Staff submits recommendation to the Program Director for approval or denial, including the reasons for the recommendation. The Program Director determines Applicant's approval or denial, and instructs the staff to notify Applicant. Staff provides written notification to Applicant of approval or denial with reason and, if denied, a copy of the Program's appeal procedures.
- E. When Lender requirements are met, Program funds are deposited into escrow, with required closing instructions and loan documents.
- F. At the time of escrow closing, the City shall be named as an additional loss payee on fire, flood, if required, and extended coverage insurance for the length of the loan and in an amount sufficient to cover all encumbrances or full replacement

cost of the housing unit.

# **1.4. HOMEBUYER COSTS**

- A. Eligible households must document that they have the funds necessary for down payment and closing costs as required by the Lender. The Program's down payment requirement (below) is in place. Homebuyer funds shall be used in the following order:
  - 1) Down payment Minimum Requirement: 3.5% of purchase price.
  - 2) To the extent possible after satisfying 1), above, appraisal fee; cost of credit report; the loan origination fee; discount points customary homebuyer closing costs; homebuyer's customary portion of the escrow fees; title insurance; and, the establishment of impound accounts for property taxes and insurance.
  - 3) After 1) and 2), above, are satisfied, any balance of homebuyer funds shall be applied to the purchase price.
- B. The City shall provide sufficient assistance in the form of a Program loan at an affordable level wherein PITI does not exceed of household income, approximately 30 to 35% of the gross household income. The Program Director will determine the loan and affordability during underwriting of the Program's loan to make sure that it conforms to the requirements of the HUD funding requirements.

# **1.5. HOMEBUYER EDUCATION**

Buying a home can be one of the most confusing and complicated transactions anyone can make. Providing the future homebuyer with informative homebuyer education training, can bring success to the City of Lancaster, Program Director, the Program and most importantly, the homebuyer. It has been documented that first-time homebuyers that have had homebuyer education have the ability to handle problems that occur with homeownership. All Program participants are required to attend a City-approved homebuyer education class. The homebuyer education class may cover such topics as the following: preparing for homeownership; available financing; credit analysis; loan closing; homeownership responsibilities; home maintenance; and loan servicing.

## **1.6. CONFLICT OF INTEREST REQUIREMENTS**

When the City's program contains Federal funds, the following shall be addressed: in accordance with title 24, Section 570.611 of the Code of Federal Regulations, no member of the governing body and no official, employee or agent of the local government, nor any other person who exercises policy or decision-making responsibilities (including

members of the loan committee and officers, employees, and agents of the loan committee, the administrative agent, contractors and similar agencies) in connection with the planning and implementation of the Program shall directly or indirectly be eligible for this Program. Exceptions to this policy can be made only after public disclosure and formal approval by the governing body of the locality.

#### **1.7. NON-DISCRIMINATION REQUIREMENTS**

The Program will be implemented in ways consistent with the City's commitment to nondiscrimination. No person shall be excluded from participation in, denied the benefit of, or be subject to discrimination under any program or activity funded in whole or in part with State funds on the basis of his or her religion or religious affiliation, age, race, color, creed, gender, sexual orientation, marital status, familial status (children), physical or mental disability, national origin, or ancestry, or other arbitrary cause.

#### 2.0 APPLICANT QUALIFICATIONS

#### 2.1. CURRENT INCOME LIMITS FOR THE AREA BY HOUSEHOLD SIZE

All applicants must certify that they meet the household income eligibility requirements for the applicable HUD program(s) and have their household income documented. The income limits in place at the time of loan approval will apply when determining applicant income eligibility. All applicants must have incomes at or below 50% of the County's area median income (AMI), adjusted for household size, as published by HUD each year.

Number of Persons in Household								
	1	2	3	4	5	6	7	8
50% of AMI	\$27,750	\$31,700	\$35,700	\$39,650	\$42,800	\$46,000	\$49,150	\$52,350

Sample - 2009 median family income for Los Angeles County.

Household: means one or more persons who will occupy a housing unit.

**Annual Income:** Generally, the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period.

#### 2.2. INCOME QUALIFICATION CRITERIA

Projected annual gross income of the applicant household will be used to determine whether they are above or below the published HUD income limits. Income qualification criteria, as shown in the most recent HUD program-specific guidance, will be followed to independently determine and certify the household's annual gross income. Income will be verified by reviewing and documenting tax returns, copies of wage receipts, subsidy checks, bank statements and third party verification of employment forms sent to employers. All documentation shall be dated within six months prior to loan closing and kept in the applicant file and held in strict confidence.

# A. HOUSEHOLD INCOME DEFINITION:

Household income is the annual gross income of all adult household members that is projected to be received during the coming 12-month period, and will be used to determine program eligibility. For those types of income counted, gross amounts (before any deductions have been taken) are used; and the types of income that are not considered would be income of minors or live-in aides. Certain other household members living apart from the household also require special consideration. The household's projected ability to pay must be used, rather than past earnings, when calculating income. The link to Annual Income Inclusions and Exclusions is:

http://www.hud.gov/offices/cpd/affordablehousing/training/calculator/definitions/ part5.cfm

Attachment A: 24 CFR Part 5 Annual Income Inclusions and Exclusions

NOTE: Non-occupant <u>co-signers</u> will not be required to submit income and asset documentation. Co-signers income will not be included in the household income determination. Co-signers are acceptable as long as their names do not appear on the Grant Deed or Deed of Trust.

## B. ASSETS:

There is no asset limitation for participation in the Program. Income from assets is, however, recognized as part of annual income under the Part 5 definition. An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture and automobiles are not included. (Note: it is the income earned - e.g. interest on a saving's account - not the asset value, which is counted in annual income.)

An asset's cash value is the market value less reasonable expenses required to convert the asset to cash, including: Penalties or fees for converting financial holdings and costs for selling real property. The cash value (rather than the market value) of an item is counted as an asset.

The Link to Asset Inclusions and Exclusions is:

http://www.hud.gov/offices/cpd/affordablehousing/training/calculator/definitions/ treatment/inclusions.cfm

Attachment B: Part 5 Annual Income Net Family Asset Inclusions and Exclusions

## 2.3. DEFINITION OF AN ELIGIBLE HOMEBUYER

An eligible homebuyer means an individual or individuals or an individual and his or her spouse who meets the income eligibility requirements and is/are not currently on title to real property. Documentation of homebuyer status will be required for all homebuyers.

# 3.0. HOUSING UNIT ELIGIBILITY

# 3.1. LOCATION AND CHARACTERISTICS

- A. Housing units to be purchased must be located within the NSP approved eligible area. The eligible area is described as follows: Within one of the seven Redevelopment Project Areas in the City of Lancaster.
- B. Housing unit types eligible for the Homebuyer Loan Program are City owned properties owned by the City acquired, rehabilitated and offered for re-sale utilizing NSP funds, in which twenty-five percent (25%) of the NSP funds were appropriated with the intent to provide these properties to households whose income does not exceed fifty percent (50%) of Los Angeles County median.
- C. All housing units must be in compliance with State and local codes and ordinances.
- D. Housing units located within a 100 year flood zone will be required to provide proof of flood insurance in order to close escrow.

## 3.2. CONDITIONS

A. Homebuyer Inspection.

Once the participating homebuyer has executed a purchase agreement for a housing unit and prior to a commitment of Program funds, the following steps must be taken for the housing unit to be eligible for purchase under the Program:

- 1) When the City utilizes Federal funds and if the housing unit was constructed prior to 1978 then the lead-based paint requirements of Section 3.2.E will apply.
- 2) A clear pest inspection report will be required for each housing unit. Smoke detectors will be installed if there are none in place.
- 3) Upon completion of all work required by the homeowner, a final inspection will be conducted prior to close of escrow.
- B. After a home is purchased using this Program, such a home shall not be eligible for the City's housing rehabilitation program, if any, for the relevant period of affordability.

C. Homebuyer Warranty acquiring a home with Program funds:

The housing unit must be free from any defects that pose a danger to the health and safety of occupants before occupancy and any deficiencies must be corrected not later than twelve months after the transfer is made to the owner. The housing unit must local codes and ordinances at transfer of sale.

- D. Housing unit size shall be sufficient to meet the needs of the homebuyer household, without overcrowding. Generally, this means not more than two persons per bedroom or living room.
- E. <u>Lead Based Paint Hazards:</u> All housing units built prior to 1978 for which CDBG funding is anticipated are subject to the requirements of this section 3.2.E. Such homes must undergo a visual assessment by a person who has taken HUD's online Visual Assessment course. Deteriorated paint must be stabilized using work safe methods. Clearance must be obtained after paint stabilization by a DHS certified LBP Risk Assessor/Inspector. CDBG general administrative and activity delivery funds may be used to pay for lead-based paint visual assessments, and if lead mitigation and clearance costs are incurred, these programs may incorporate the costs into the calculation of Program assistance.

The following requirements must be met:

- 1) **Notification**: a) Prior to homebuyer's obligation to purchase a pre-1978 home, the Buyer will be given a copy of and asked to read the EPA pamphlet "*Protect Your family From Lead in Your Home*". (EPA 747-K-94-001, *September 2001*) A signed receipt of the pamphlet will be kept in the Sponsor's homebuyer file; b) A notice to residents is required following a risk assessment/inspection using form DHS 8552, which is provided by the DHS-certified Risk Assessor/Inspector; c) a notice to residents is required following lead-based paint mitigation work using Visual Assessment and Lead-based Paint Notice of Presumption and Hazard Reduction form, LBP – 1 (Attachment J).
- 2) **Disclosure:** Prior to the homebuyer's obligation to purchase a pre-1978 housing unit, the HUD disclosure (Attachment F), "Seller's Lead-based Paint Disclosure" notice must be provided by the seller to the homebuyer.
- 3) **Inspections:** The Inspector shall conduct an Assessment of all the dwelling unit's painted surfaces in order to identify deteriorated paint. All deteriorated paint will be stabilized in accordance with CFR 35.1330 (a) and (b); and a Clearance shall be made in accordance with CFR 35.1340.
- 4) **Mitigation:** If stabilization is required, the contractor performing the mitigation work must use appropriately trained workers. Prior to the contractor starting mitigation work the City of Lancaster shall obtain

copies of the contractor's and workers' appropriate proof of LBP training, as applicable to the job in order to assure that only qualified contractors and workers are allowed to perform the mitigation.

5) **Purchase Contract Contingency Language:** Before a homebuyer is obligated under any contract to purchase a pre-1978 housing unit, the seller shall permit the homebuyer a 10-day period (unless the parties mutually agree, in writing, upon a different period of time) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards. (See Attachment G for sample lead-based paint contract contingency language).

A homebuyer may waive the opportunity to conduct the risk assessment or inspection by so indicating in writing, such as in Attachment F, item (e) (ii). In this case the purchase contract contingency language is not required.

F. The Program Director will: 1) confirm that the housing unit is within the eligible area, and 2) will review each proposed housing unit to ensure that it meets all eligibility criteria before funding.

# 3.3 ANTI-DISPLACEMENT POLICY AND RELOCATION ASSISTANCE

Eligible homes will be those that have been vacant for four months and rehabilitated by the City prior to the acceptance of a contract to purchase. It is not anticipated that the implementation of the Program will result in the displacement of any persons, households, or families.

## A. Uniform Relocation Assistance (URA) and Real Property Acquisition Policies Act of 1970

The federal URA and Real Property Acquisition Policies, as amended by the URA Amendments of 1987, contains requirements for carrying out real property acquisition or the displacement of a person, regardless of income status, for a project or program for which HUD financial assistance (including CDBG and HOME) is provided. Requirements governing real property acquisition are described in Chapter VIII. The implementing regulations, 49 CFR Part 24, require developers and owners to take certain steps in regard to tenants of housing to be acquired, rehabbed or demolished, including tenants who will not be relocated even temporarily.

#### B. Section104(d) of the Housing and Community Development Act of 1974

Section 104 (d) requires each contractor (CHDO or State Recipient), as a condition of receiving assistance under HOME or CDBG, to certify that it is following a residential anti-displacement plan and relocation assistance plan. Section 104(d)

also requires relocation benefits to be provided to low-income persons who are physically displaced or economically displaced as the result of a HOME or CDBG assisted project, and requires the replacement of low-income housing, which is demolished or converted. The implementing regulations for Section 104(d) can be found in 24 CFR Part 570(a).

# 3.4. PROPER NOTIFICATION AND DISCLOSURES

- A. Upon selection of a housing unit, a qualified seller and homebuyer must be given the necessary disclosures for the Program. The homebuyer must have read and signed all Program disclosure forms. Any and all property disclosures must be reviewed and signed by the homebuyer and seller. (See Attachments for Sample disclosures.)
- B. All owners who wish to sell their housing units must receive an acquisition notice (Attachment H) prior to submission of the homebuyer's original offer. This notice will be included in the contract and must be signed by all owners on title. The disclosure must contain the items listed in 1.3.B. (Required for federally funded Programs.

## 4.0. PURCHASE PRICE LIMITS

The purchase price limits for this Program, by number of units in the home, are as follows: One Bedroom: \$136,428; Two Bedroom: \$165,898; Three Bedroom: \$214,615; Four Bedroom: \$235,584.

## 5.0. QUALIFYING RATIOS

City Loans will follow the following underwriting guidelines of FHA, USDA Rural Development, Fannie Mae, Freddie Mac, or CalHFA to establish creditworthiness, repayment ability, and dependability of income.

The front-end ratio shall be between 28% and 35% and is the percentage of a borrower's gross monthly income (before deductions) that would cover the cost of PITI (loan principal and interest payment + property taxes + property insurance). Note: The borrower would qualify if the proposed monthly PITI payment were 35% or less than the borrower's gross monthly income.

The back-end ratio shall be between 36% and 49% and is the percentage of a borrower's gross monthly income that would cover the cost of PITI plus any other monthly debt payments like car or personal loans and credit card debt. Note: Qualifying ratio guidelines can be somewhat flexible depending on the loan-to-value ratios. The higher the LTV, the more conservative the ratios should be. A qualifying ratio higher than the guidelines may be acceptable if there are compensating factor. Some examples of compensating factors are: 1) the prospective homebuyer has successfully demonstrated

that over a minimum 12-month period the ability to pay housing costs equal to or greater than the proposed monthly housing costs for the home to be purchased; 2) the prospective homebuyer is a limited user of credit and they show a history of being able to save money; 3) there will be no more than a 5% increase in the prospective homebuyer's housing expense.

#### 5.1. INTEREST RATE

The rate of interest shall be fixed (not an adjustable rate mortgage, ARM) at the current market rate. If "Risk Rates" are applied (an interest rate that reflects the primary lender's loan risk) each loan shall be evaluated by the Program Director on a case by case basis.

#### 5.2. LOAN TERM

The primary loan shall be fully amortized and have a term "all due and payable" in no fewer than 30 years. There shall not be a balloon payment due before the maturity date of the Program loan.

#### 5.3. IMPOUND ACCOUNT

All households will be required to have impound accounts for the payment of taxes and insurance to ensure they remain current.

#### 6.0. THE PROGRAM LOAN

#### 6.1. MAXIMUM AMOUNT OF PROGRAM ASSISTANCE

The amount of Program assistance to a homebuyer toward purchase of a home shall not exceed fair market value less down payment and closing costs

#### Attachment D: HOME SUBSIDY LIMITS PER UNIT – SECTION 221(d) (3)

#### 6.2. NON-RECURRING CLOSING COSTS

Non-recurring costs such as credit report, escrow, closing and recording fees, and title report and title insurance, title updates and/or related costs shall be paid by the Homebuyer.

#### 6.3. RATE AND TERMS FOR PROGRAM LOANS

All Program assistance to individual households shall be made in the form of a loan. Below in A and B are the two types of interests that are allowed on the Program loan.

A. The Program loan's term shall be for at least 30 years. The interest rate shall be fixed and at the current Market Rate.

B. Owner agrees for himself/herself/themselves, and his/her/their successors and assigns, and every successor to Owner's interest in the Property, or any part thereof that for a period of forty-five (45) years from date of the recording of the Affordable Covenants, Conditions and Restrictions and the Notice of Affordability Restrictions on Transfer of Property.

1. The Property shall be owned and occupied only by Owner or by successors in interest qualifying as persons and families of low income as defined by California Health and Safety Code Section 50093 ("Low Income Households"). For purposes of this Declaration, the term "Low Income Households" shall specifically include "Lower Income Households" and "Very Low Income Households" as those terms are defined in Health and Safety Code Section 50079.5 and 50105, respectively.

2. Subject to the provisions of Sections 3 and 4, the Owner agrees that any time prior to the Expiration Date, the Property may be sold or transferred only to a Low Income Household at an "Affordable Housing Cost" as defined by Section 50052.5 of the California Health and Safety Code, as amended from time to time.

3. Very Low Income Households earning less than or equal to fifty percent (50%) of Monthly Median Income, that purchase price which would result in the monthly housing payments under currently prevailing mortgage rates or the interest rate of any below market mortgage program for which such Very Low Income Household has obtained a first trust deed loan, which do not exceed thirty-five percent (35%) of fifty percent (50%) of the Monthly Median Income (as established from time to time by the United States Department of Housing and Urban Development) adjusted for family size appropriate to the dwelling unit on the Property.

4. At all times prior to the Expiration Date, the Property shall be owner-occupied and shall not be rented or leased.

C. Transfer of Property. No transfer of the Property to a purchaser/transferee (hereinafter, the "Buyer") shall occur until the Agency determines that (a) the proposed Buyer is a Low Income Household, (b) the proposed transfer occurs at an Affordable Housing Cost, and (c) the proposed Buyer intends to occupy the Property as his/her/their principal residence. Not less than thirty (30) days prior to the conveyance of the Property and in order to verify compliance with the affordability covenants sets forth in Section 1 hereof, Owner shall submit to the City notice of the proposed conveyance and an affidavit disclosing and certifying the identity of the proposed Buyer, the Buyer's gross income, the proposed purchase price and the Buyer's intention to occupy the Property as The proposed Buyer's gross income shall be his/her/their principal residence. substantiated by adequate information submitted to the City together with the notice and affidavit, including without limitation, original or true copies of pay stubs, income tax records or other financial documents in order that the City may determine Buyer's income eligibility as a Low or Moderate Income Household. The Owner shall cooperate with the City in assisting such proposed Buyers to prepare such forms and provide any required

information to the Agency in connection with the Owner's purchase of the Property and the proposed conveyance. The City shall approve or disapprove such proposed Buyers within fifteen (15) days of its receipt of all requested information, forms and disclosure statements from such proposed Buyers. The City's approval or disapproval shall be based only on the criteria set forth above in subsections (a), (b) and (c). If the City is unable to verify the proposed Buyer's income eligibility as provided herein prior to the proposed conveyance, then the Buyer's income shall be deemed to exceed the maximum allowable income limit for Low Income Households and the provisions of Section 4 shall apply. Each approved Buyer shall submit to the City an executed disclosure statement which certifies that the Buyer is aware that the Buyer may only sell or convey the Property at an Affordable Housing Cost to a Low Income Household, that the maximum permitted sales price may be less than fair market value and that the Property must be owner-occupied at all times and cannot be rented or leased.

D. Shared Appreciation Amount. Notwithstanding the covenants, conditions and restrictions set forth in Sections 1 and 2, the Owner may elect to sell or transfer the Property to a proposed Buyer who does not qualify as a Low Income Household and/or at a purchase price that exceeds Affordable Housing Cost and to pay to Agency an amount equal to the "Shared Appreciation Amount," as hereinafter defined. The "Shared Appreciation Amount" means an amount equal to a forty-five percent (45%) of the appreciation in the value of the Property determined by multiplying forty-five percent (45%) by the difference between the Sales Price and the Purchase Price adjusted for Qualified Capital Improvements (as defined below) when the Property is sold between years one through seven (1-7). The "Shared Appreciation Amount" means an amount equal to a thirty-five percent (35%) share of the appreciation in the value of the Property determined by multiplying thirty-five percent (35%) by the difference between the Sales Price and the Purchase Price (as defined below) if the Property is sold between years eight through fourteen (8-14). The "Shared Appreciation Amount" means an amount equal to a twentyfive percent (25%) share of the appreciation in the value of the Property determined by multiplying forty-five percent (25%) by the difference between the Sales Price and the Purchase Price adjusted for Qualified Capital Improvements (as defined below) if the Property is sold between years fifteen through forty-five) 15-45. No Shared Appreciation Amount shall be due after the Expiration Date. The "Purchase Price" is the original purchase price paid by the Owner to the City for City's interest in the Property, exclusive of escrow fees, title insurance costs, broker's commission, loan fees or any other closing or transaction costs. Subject to the provisions set forth herein below, the value of Qualified Capital Improvements shall be added to the Purchase Price when calculating the Shared Appreciation Amount. The "Sales Price" is the purchase price paid by the proposed Buyer to Owner for Owner's interest in the Property, exclusive of escrow fees, title insurance costs, broker's commissions, loan fees or any other closing or transaction costs. The value of capital improvements to the Property with a cost in excess of Two Thousand Five Hundred Dollars (\$2,500) made while Owner owned and occupied the Property ("Qualified Capital Improvements") shall be added to the Purchase Price when calculating the Shared Appreciation Amount only if, upon completion of such Qualified Capital Improvements or any time not later than sixty (60) days prior to the sale or transfer of the Property, Owner submits the following to the City: (i) an itemized list of

the Qualified Capital Improvements, (ii) reliable proof of completion of the Qualified Capital Improvements (as evidenced e.g., by final building permits or certificate of completion), (iii) reliable evidence of the cost of the Qualified Capital Improvements (as evidenced e.g., by an itemized invoice or receipt), and (iv) an estimate of the increase in the fair market value of the Property by reason of the Qualified Capital Improvements. Notwithstanding the foregoing, if Owner performs at least one half of the value of the labor or other work involved, then the cost of the capital improvements will not be considered, but the improvements must have an appraised value exceeding Two Thousand Five Hundred Dollars (\$2,500) to be added to the Purchase Price in calculating the Shared Appreciation Amount. If, within thirty (30) days of receipt of the information concerning the Qualified Capital Improvements, the Agency questions the claimed increase in the value of the Property by reason of said Qualified Capital Improvements, the Agency and the Owner may, by mutual agreement, establish the value of the Qualified Capital Improvements or the Agency may require an appraisal of the Property conducted at Owner's expense by an independent certified appraiser appointed by the Agency to determine the fair market value of the Qualified Capital Improvements.

## 6.4. LOAN TO VALUE RATIO

The loan-to-value ratio for a Program loan shall not exceed 90 percent of the sales price plus a maximum of up to 5 percent of the sales price to cover actual closing costs.

#### 7.0. PROGRAM LOAN REPAYMENT

#### 7.1. RECEIVING LOAN PAYMENTS

A. The City of Lancaster will be the receiver of loan payments or recapture funds and will maintain a financial record-keeping system to record payments and file statements on payment status. Payments shall be deposited and accounted for in the City's Program Income Account, as required by the program. The Program lender will accept loan payments from borrowers prepaying deferred loans, and from borrowers making payments in full upon sale or transfer of the property. All Loan payments are payable to the City. The City may at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program.

#### 7.2. DUE UPON SALE OR TRANSFER

- A. Loans are due upon sale or transfer of title (unless assumable as in B below) or when borrower no longer occupies the home as his/her principal residence or upon the loan maturity date. The loan will be in default if the borrower fails to maintain required fire or flood insurance or fails to pay property taxes. See Attachment E on loan defaults for further information on property restrictions.
- B. Program loans may or may not be assumable according to the HUD program and the loan documents.

#### 7.3. LOAN SERVICING POLICIES AND PROCEDURES

See Attachment E for local loan servicing policies and procedures. While the attached policy outlines a system that can accommodate a crisis that restricts borrower repayment ability, it should in no way be misunderstood: The loan must be repaid. All legal means to ensure the repayment of a delinquent loan as outlined in the Loan Servicing Policies and Procedures will be pursued.

#### 7.4. LOAN MONITORING PROCEDURES

The City will monitor Borrowers and their housing units to ensure adherence to Program requirements including, but not limited to, the following:

- A. Owner-occupancy
- B. Property tax payment
- C. Hazard insurance coverage
- D. Good standing on all loans
- E. General upkeep of housing units and maintaining home pursuant to the City of Lancaster Municipal Codes.

#### 8.0. PROGRAM LOAN PROCESSING AND APPROVAL

A. Loan Processing

All homebuyers or their representatives will be sent out an eligibility packet with all the necessary forms, disclosures, information, and application. They should submit a complete application packet with all the City's Program loan documents executed as well as all the information from the Lender. The Lender should submit: 1) accepted property sales contract with proper seller notification; 2) mortgage application with good faith estimates and first mortgage disclosures; 3) full mortgage credit report and rent verification; 4) current third party income verifications and verifications of assets; 5) homeownership education certificate, if applicable. Staff will work to ensure qualified participants receive only the benefit from the City's Program needed to purchase the housing unit and that leveraged funds will be used when possible.

B. Credit worthiness

Qualifying ratios are only a rough guideline in determining a potential borrower's credit-worthiness. Many factors such as excellent or poor credit history, amount of down payment, and size of loan will influence the decision to approve or disapprove a particular loan. The borrower's credit history will be reviewed by the Program Director and documentation of such maintained in the loan file. The Program Director may elect to obtain a credit report or rely on a current copy obtained by the primary lender.

#### C. Documents from Lender

After initial review of the qualified homebuyer's application packet, the Program Director will request any additional documents needed. Documents may be faxed but originals shall be received through the mail before Program funds are committed to escrow. Based on receipt and review of the final documents, the City will do an income certification (using most recent HUD program's guidance on income calculation and determination), and homebuyer certification (review of credit report and income taxes). Documentation of affordability will then be verified and subsidy requirement determined.

#### D. Disclosure of Program and Loan Information to Homebuyers

The Program's application and disclosure forms will contain a summary of the loan qualifications of the borrower with and without Program assistance. Housing ratios with and without Program assistance are also outlined in these guidelines. Information on the Program's application will be documented with third party verifications in the file. For example, the sales contact will provide the final purchase price and outline how much of the closing costs are to be paid by the seller, etc. The appraisal, termite and title report will provide information to substantiate the information in the sales contract and guide the construction inspection. The Program loan application will provide current debt and housing information and will be documented by the credit report and income/asset verifications. The Lender's approval letter and estimated closing cost statement should reflect all the information in the loan package and show any contingencies of loan funding. Reviewing the Lender's loan underwriting documentation will provide basic information about the qualification of the applicant and substantiate the affordability provided by the Program loan. By reviewing and crosschecking all the Primary Lender information, the final Program loan amount approved will fall within the affordability parameters of the Program.

## 8.1. COMPLETION OF UNDERWRITING AND APPROVAL OF PROGRAM LOAN

Once the loan approval package has been completed the staff will submit it to the Program Director for approval. Program Director will review the request and may approve it with or without conditions. Upon approval, a final closing date for escrow is set and Program funds are accessed for the homebuyer.

# 8.2. PRIMARY AND PROGRAM LOAN DOCUMENT SIGNING

The homebuyer(s) sign both promissory notes, deeds of trust, and statutory lending notices (right of rescission, truth in lending, etcetera); the deeds of trust are recorded with the County Clerk/Recorder at the same time, and the request(s) for copy of notice of default are also recorded with the County Clerk/Recorder.

#### 8.3. ESCROW PROCEDURES

The escrow/title company shall review the escrow instruction provided by the Program lender and shall issue a California Land Title Association (CLTA) and the American Land Title Association (ALTA) after closing. The CLTA policy is issued to the homebuyer and protects them against failure of title based on public records and against such unrecorded risks as forgery of a deed. The ALTA is issued to each lender providing additional coverage for the physical aspects of the property as well as the homebuyer's title failure. These aspects include anything which can be determined only by physical inspection, such as correct survey lines; encroachments; mechanics liens; mining claims and water rights. The Program lender instructs the escrow/title company in the escrow instructions as to what may show on the policy; the amount of insurance on the policy (all liens should be covered) and the loss payee (each lender should be listed as a loss payee and receive an original ALTA).

#### 9.0. SUBORDINATE FINANCING

With today's high costs, in order for a low-income household to obtain a home, several funding sources might be required. Subordinate loans may be used to cover mortgage subsidy costs that exceed the Program maximum loan amount. All subordinate liens must have the payments deferred and the term must be for at least as long as the term of the Program loan.

#### 10.0. EXCEPTIONS AND SPECIAL CIRCUMSTANCES

#### **10.1. DEFINITION OF EXCEPTION**

Any case to which a standard policy or procedure, as stated in the guidelines, does not apply or an applicant treated differently from others of the same class would be an exception.

# ATTACHMENT A

# 24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS

# **Part 5 Inclusions**

This table presents the Part 5 income inclusions as stated in the Code of Federal Regulations.

General Category	Statement from 24 CFR 5.609 paragraph (b) (April 1, 1998)
1. Income from wages, salaries, tips, etc.	The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services.
2. Business Income	Net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness cannot be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest & Dividend Income	Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in number 2 (above). Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD.
4. Retirement & Insurance Income	The full amount of periodic payments received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic payment (except as provided in number 14 of Income Exclusions).
5. Unemployment & Disability Income	Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in number 3 of Income Exclusions).
6. Welfare Assistance. If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject	

	adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of: the amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus $\cdot$ the maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph is the amount resulting from one application of the percentage.			
7. Alimony, Child	Periodic and determinable allowances, such as alimony and child support			
Support, & Gift	payments, and regular contributions or gifts received from organizations			
Income	or from persons not residing in the dwelling.			
8. Armed Forces	All regular pay, special day and allowances of a member of the Armed			
Income	Forces (except as provided in number 7 of Income Exclusions).			

# Part 5 exclusions

This table presents the Part 5 income exclusions as stated in the Code of Federal Regulations.

General Category	Statement from 24 CFR 5.609 paragraph (c) (April 1, 1998)				
1. Income of Children	Income from employment of children (including foster children) under the age of 18 years.				
2. Foster Care Payments	Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone).				
3. Inheritance and Insurance Income	Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in number 5 of Income Inclusions).				
4. Medical Expense Reimbursements	Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member.				
5. Income of Live- in Aides	Income of a live-in aide (as defined in 24 CFR5.403).				
6. Student Financial Aid	The full amount of student financial assistance paid directly to the student or to the educational institution.				
7. "Hostile Fire" Pay	The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.				
8. Self-Sufficiency Program Income	<ul> <li>a. Amounts received under training programs funded by HUD.</li> <li>b. Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set side</li> </ul>				

	<ul> <li>for use under a Plan to Attain Self-Sufficiency (PASS).</li> <li>c. Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, childcare, etc.) and that are made solely to allow participation in a specific program.</li> <li>d. Amounts received under a resident service stipend (as defined in 24 CFR 5.609(c)(8)(iv).</li> <li>e. Incremental earnings and benefits resulting to any family member from participation in qualifying state or local employment training programs (including training not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment-training program.</li> </ul>
9. Gifts	Temporary, nonrecurring, or sporadic income (including gifts).
10. Reparation Payments	Reparation payments paid by a foreign government pursuant to claims under the laws of that government by persons who were persecuted during the Nazi era.
11. Income from Full-time Students	Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household or spouse).
12. Adoption Assistance Payments	Adoption assistance payments in excess of \$480 per adopted child.
13. Family Support Act Income	For public housing only, the earnings and benefits to any family member resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988, section 22 of the 1937 Act (43 U.S.C. 1437t), or any comparable federal, state or local law during the exclusion period.
14. Social Security & SSI Income	Deferred periodic amounts from SSI and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts.
15. Property Tax Refunds	Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit.
16. Home Care Assistance	Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
17. Other Federal Exclusions	Amounts specifically excluded by any other federal statute from consideration as income for purposes of determining eligibility or

ur	enefits under a category of assistance programs that includes assistance ader any program to which the exclusions of 24 CFR 5.609(c) apply, cluding:
•	<ul> <li>The value of the allotment made under the Food Stamp Act of 1977;</li> <li>Payments received under the Domestic Volunteer Service Act of 1973 (employment through VISTA, Retired Senior Volunteer Program, Foster Grandparents Program, youthful offender incarceration alternatives, senior companions);</li> <li>Payments received under the Alaskan Native Claims Settlement Act;</li> <li>Payments from the disposal of funds of the Grand River Band of</li> </ul>
	<ul> <li>Ottawa Indians;</li> <li>Payments from certain submarginal U.S. land held in trust for certain Indian tribes;</li> </ul>
•	Payments, rebates or credits received under Federal Low-Income Home Energy Assistance Programs (includes any winter differentials given to the elderly);
ŀ	Payments received under the Main Indian Claims Settlement Act of 1980 (Pub. L. 96-420, 9z Stat. 1785);
•	• The first \$2,000 of per capita shares received from judgements awarded by the Indian Claims Commission or the Court of Claims or from funds the Secretary of Interior holds in trust for an Indian tribe;
	Amounts of scholarships funded under Title IV of the Higher Education act of 1965, including awards under the Federal work- study program or under the Bureau of Indian Affairs student assistance programs, or veterans benefits;
•	• Payments received under Title V of the Older Americans Act (Green Thumb, Senior Aides, Older American Community Service Employment Program);
	<ul> <li>Payments received after January 1, 1989, from the Agent Orange Settlement Fund or any other fund established pursuant to the settlement in the In Re Agent Orange product liability litigation, M.D.L. No. 381 (E.D.N.Y.);</li> </ul>
•	Earned income tax credit;
•	The value of any child care provided or reimbursed under the Child Care and Development Block Grant Act of 1990; and
	Payments received under programs funded in whole or in part under the Job Training Partnership Act (employment and training programs for native Americans and migrant and seasonal farm workers, Job Corps, veterans employment programs, State job training programs and career intern programs).

# ATTACHMENT B

# PART 5 ANNUAL INCOME NET FAMILY ASSET INCLUSIONS AND EXCLUSIONS

This table presents the Part 5 asset inclusions and exclusions as stated in the Code of Federal Regulations.

Statements from 24 CFR Part 5 - April 1, 1998

#### Inclusions

- 1. Cash held in savings accounts, checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average 6-month balance.
- 2. Cash value of revocable trusts available to the applicant.
- 3. Equity in rental property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and all reasonable costs (e.g., broker fees) that would be incurred in selling the asset. Under HOME, equity in the family's primary residence is not considered in the calculation of assets for owner-occupied rehabilitation projects.
- 4. Cash value of stocks, bonds, Treasury bills, certificates of deposit and money market accounts.
- 5. Individual retirement and Keogh accounts (even though withdrawal would result in a penalty).
- 6. Retirement and pension funds.
- 7. Cash value of life insurance policies available to the individual before death (e.g., surrender value of a whole life or universal life policy).
- 8. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
- 9. Lump sum or one-time receipts, such as inheritances, capital gains, lottery winnings, victim's restitution, insurance settlements and other amounts not intended as periodic payments.
- 10. Mortgages or deeds of trust held by an applicant.

#### Exclusions

- 1. Necessary personal property, except as noted in number 8 of Inclusions, such as clothing, furniture, cars and vehicles specially equipped for persons with disabilities.
- 2. Interest in Indian trust lands.
- 3. Assets not effectively owned by the applicant. That is, when assets are held in an individual's name, but the assets and any income they earn accrue to the benefit of someone else who is not a member of the household and that other person is responsible for income taxes incurred on income generated by the asset.
- 4. Equity in cooperatives in which the family lives.
- 5. Assets not accessible to and that provide no income for the applicant.
- 6. Term life insurance policies (i.e., where there is no cash value).
- 7. Assets that are part of an active business. "Business" does not include rental of properties that are held as an investment and not a main occupation.

# ATTACHMENT D

# HOME SUBSIDY LIMITS PER UNIT – SECTION 221(d)(3)

		(1/03)	)		
COUNTY NAME	O-BDR	1-BDR	2-BDR	3-BDR	4-BDR
ALAMEDA	\$89,827	\$102,969	\$125,210	\$161,979	\$177,803
ALPINE	\$90,270	\$103,476	\$125,827	\$162,777	\$178,679
AMADOR	\$90,270	\$103,476	\$125,827	\$162,777	\$178,679
BUTTE	\$87,172	\$ 99,926	\$121,509	\$157,192	\$172,548
CALAVERAS	\$85,402	\$ 97,897	\$119,042	\$154,000	\$169,044
COLUSA	\$89,385	\$102,462	\$124,593	\$161,181	\$176,927
CONTRA COSTA	\$89,385	\$102,462	\$124,593	\$161,181	\$176,927
DEL NORTE	\$80,977	\$ 92,824	\$112,874	\$146,021	\$160,286
EL DORADO –	\$92,925	\$106,520	\$129,528	\$167,565	\$183,934
EASTERN					
EL DORADO –	\$91,155	\$104,491	\$127,060	\$164,373	\$180,431
WESTERN					
FRESNO	\$78,322	\$89,781	\$109,173	\$141,233	\$155,030
GLENN	\$89,385	\$102,462	\$124,593	\$161,181	\$176,927
HUMBOLDT	\$80,977	\$ 92,824	\$112,874	\$146,021	\$160,286
IMPERIAL	\$92,925	\$106,520	\$129,528	\$167,565	\$183,934
INYO	\$92,925	\$106,520	\$129,528	\$167,565	\$183,934
KERN	\$92,925	\$106,520	\$129,528	\$167,565	\$183,934
KINGS	\$74,340	\$ 85,216	\$103,622	\$134,052	\$147,147
LAKE	\$78,322	\$ 89,781	\$109,173	\$141,233	\$155,030
LASSEN	\$91,155	\$104,491	\$127,060	\$164,373	\$180,431
LOS ANGELES	<mark>\$92,925</mark>	<mark>\$106,520</mark>	<mark>\$129,528</mark>	<mark>\$167,565</mark>	<mark>\$183,934</mark>
MADERA	\$73,455	\$ 84,201	\$102,388	\$132,456	\$145,396
MARIN	\$88,057	\$100,940	\$122,743	\$158,788	\$174,300
MARIPOSA	\$74,340	\$ 85,216	\$103,622	\$134,052	\$147,147
MENDOCINO	\$73,455	\$ 84,201	\$102,388	\$132,456	\$145,396
MERCED	\$73,455	\$ 84,201	\$102,388	\$132,456	\$145,396
MODOC	\$91,155	\$104,491	\$127,060	\$164,373	\$180,431
MONO	\$92,925	\$106,520	\$129,528	\$167,565	\$183,934
MONTEREY	\$84,960	\$ 97,390	\$118,425	\$153,202	\$168,168
NAPA	\$83,632	\$ 95,868	\$116,575	\$150,808	\$165,541

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## ATTACHMENT E

## LOAN SERVICING POLICIES AND PROCEDURES FOR THE CITY OF LANCASTER

The City of Lancaster, here after called "Lender" has adopted these policies and procedures in order to preserve its financial interest in properties, who's "Borrowers" have been assisted with public funds. The Lender will to the greatest extent possible follow these policies and procedures but each loan will be evaluated and handled on a case-by-case basis. The Lender has formulated this document to comply with state and federal regulations regarding the use of these public funds and any property restrictions, which are associated with them.

The policies and procedures are broken down into the follow areas: 1) making required monthly payments or voluntary payments on a loan's principal and interest; 2) required payment of property taxes and insurance; 3) required Request for Notice of Default on all second mortgages; 4) loans with annual occupancy restrictions and certifications 5) required noticing and limitations on any changes in title or use of property; 6) required noticing and process for requesting a subordination during a refinance; 7) processing of foreclosure in case of default on the loan.

#### 1. Loan Repayments:

The Lender will collect monthly payments from those borrowers who are obligated to do so under Notes, which are amortized promissory notes. Late fees will be charged for payments received after the assigned monthly date.

Lender may accept voluntary payments on the loan. Loan payments will be credited to the interest first and then to principal. The borrower may repay the loan balance at any time with no penalty.

2. <u>Payment of Property Taxes and Insurance:</u>

As part of keeping the loan from going into default, borrower must maintain property insurance coverage naming the Lender as loss payee in first position or additional insured. If borrower fails to maintain the necessary insurance, the Lender may take out forced place insurance to cover the property while the Borrower puts a new insurance policy in place. All costs for installing the necessary insurance will be added to the loan balance at time of installation of Borrower's new insurance.

When a property is located in a 100 year flood plain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance will be required at close of escrow. The lender may verify the insurance on an annual basis.

Property taxes must be kept current during the term of the loan. If the Borrower fails to maintain payment of property taxes then the lender may pay the taxes current and add the balance of the tax payment plus any penalties to the balance of the loan. Wherever possible, the Lender encourages Borrower to have impound accounts set up with their first mortgage wherein they pay their taxes and insurance as part of their monthly mortgage payment.

## 3. <u>Required Request for Notice of Default:</u>

The Lender's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of Lender's loan. This document requires any senior lien holder listed in the notice to notify the lender of initiation of a foreclosure action. The Lender will then have time to contact the Borrower and assist them in bringing the first loan current. The Lender can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved.

## 4. Annual Occupancy Restrictions and Certifications:

On some owner occupant loans the Lender may require that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan. Other loans may have income and housing cost evaluations, which require a household to document that they are not able to make repayments, typically every five years. These loan terms are incorporated in the original note and deed of trust.

# 5. <u>Required Noticing and Restrictions on Any Changes of Title or Occupancy:</u>

In all cases where there is a change in title or occupancy or use, the Borrower must notify the Lender in writing of any change. Lender and borrower will work together to ensure the property is kept in compliance with the original Program terms and conditions such that it remains available as an affordable home for low income families. These types of changes are typical when Borrowers do estate planning (adding a relative to title) or if a Borrower dies and property is transferred to heirs or when the property is sold or transferred as part of a business transaction. In some cases the Borrower may move and turn the property into a rental unit without notifying the Lender. Changes in title or occupancy must be in keeping with the objective of benefit to low-income households (below 50 percent of AMI).

When a new owner-occupant is not low-income, the loan is not assumable and the loan balance is immediately due and payable. If the new owner-occupant qualifies as low-income, the purchaser may either pay the loan in full or assume all loan repayment obligations of the original owner-occupant, subject to the approval of the Lender.

If a transfer of the property occurs through inheritance, the heir (as owner-occupant) may be provided the opportunity to assume the loan at an interest rate based on household size and household income, provided the heir is in the TIG. If the heir intends to occupy the property and is not low-income, the balance of the loan is due and payable. If the heir intends to act as an owner-investor, the balance of the loan may be converted to an owner/investor interest rate and loan term and a rent limitation agreement is signed and recorded on title. All such changes are subject to the review and approval of the Lender.

Change from owner-occupant to owner-investor occurs when an owner-occupant decides to move out and rent the assisted property, or if the property is sold to an investor. If the owner converts any assisted unit from owner occupied to rental the loan is due in full.

Conversion to use other than residential use is not allowable where the full use of the property is changed from residential to commercial or other. In some cases, Borrowers may request that the Lender allow for a partial conversion where some of the residence is used for a business but the household still resides in the property. Partial conversions can be allowed if it is reviewed and

approved by any and all agencies required by local statute. If the use of the property is converted to a fully non-residential use, the loan balance is due and payable.

# 6. <u>Requests for Subordinations:</u>

When a Borrower wishes to refinance the property, they must request a subordination request to the Lender. The Lender will only subordinate their loan when there is no "cash out" as part of the refinance. Cash out means there are no additional charges on the transaction above loan and escrow closing fees. There can be no third party debt pay offs or additional encumbrance on the property above traditional refinance transaction costs. Furthermore, the refinance should lower the housing cost of the household with a lower interest rate and the total indebtedness on the property should not exceed the current market value.

Upon receiving the proper documentation from the refinance lender, the request will be considered by the Lender for review and approval. Upon approval, the escrow company will provide the proper subordination document for execution and recordation by the Lender.

# 7. Process for Loan Foreclosure:

Upon any condition of loan default: 1) non-payment; 2) lack of insurance or property tax payment; 3) violation of rent limitation agreement; 4) change in title or use without approval; 5) default on senior loans, the Lender will send out a letter to the Borrower notifying them of the default situation. If the default situation continues then the Lender may start a formal process of foreclosure.

When a senior lien holder starts a foreclosure process and the Lender is notified via a Request for Notice of Default, the Lender, who is the junior lien holder, may cancel the foreclosure proceedings by "reinstating" the senior lien holder. The reinstatement amount or payoff amount must be obtained by contacting the senior lien holder. This amount will include all delinquent payments, late charges and fees to date. Lender must confer with Borrower to determine if, upon paying the senior lien holder current, the Borrower can provide future payments. If this is the case then the Lender may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the Lender determines, based on information on the reinstatement amount and status of borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lien holder in total and restructure the debt such that the unit is made affordable to the Borrower. If the Lender does not have sufficient funds to pay the senior lien holder in full, then they may choose to cure the senior lien holder and foreclose on the property themselves. As long as there is sufficient value in the property, the Lender can afford to pay for the foreclosure process and pay off the senior lien holder and retain some or all of their investment.

If the Lender decides to reinstate, the senior lien holder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Lender fails to reinstate the senior lien holder before five (5) days prior to the foreclosure sale date, the senior lien holder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Lender determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lien holder to complete foreclosure, the Lender's lien may be eliminated due to insufficient sales proceeds.

#### Lender as Senior Lien holder

When the Lender is first position as a senior lien holder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Lender may consider foreclosure. Lender's staff will consider the following factors before initiating foreclosure:

- 1) Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- 2) Can the Borrower refinance with a private lender and pay off the Lender?
- 3) Can the Borrower sell the property and pay off the Lender?
- 4) Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- 5) Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Lender may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Lender to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Lender should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lien holders. The service will advise the Lender of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Lender informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Lender could sell the home themselves under a homebuyer program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The Lender could contract with a local real estate broker to list and sell the home and use those funds for program income eligible uses.

#### Attachment F

#### SELLERS LEAD-BASED PAINT DISCLOSURE

#### Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

#### Seller's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) \_\_\_\_\_ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

(ii) \_\_\_\_\_ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing. (b) Records and reports available to the seller (check (i) or (ii) below):

(i) \_\_\_\_\_ Seller has provided the purchaser with all available records and reports pertaining to Lead-based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) \_\_\_\_\_Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

#### Purchaser's Acknowledgment (initial)

(c)\_\_\_\_Purchaser has received copies of all information listed above.

(d)\_\_\_\_Purchaser has received the pamphlet Protect Your Family from Lead in Your Home.

(e)\_\_\_\_Purchaser has (check (i) or (ii) below):

(i) \_\_\_\_\_ received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or

(ii) \_\_\_\_\_waived the opportunity to conduct a risk assessment or inspection for the presence of Lead-based paint and/or lead-based paint hazards.

#### Agent's Acknowledgment (initial)

(f)\_\_\_\_\_ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

#### **Certification of Accuracy**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Seller	Date	Seller	Date
Purchaser	Date	Purchaser	Date
Agent	Date	Agent	Date

#### Attachment G

#### **Homebuyer Assistance Program**

#### Sample Lead-Based Paint Contract Contingency Language

This contract is contingent upon a risk assessment or inspection of the property for the presence of lead-based paint and/or lead-based paint hazards at the Purchaser's expense until 9 p.m. on the tenth calendar-day after ratification. This ending date is: \_\_\_\_\_\_. [Insert date 10 days after contract ratification or a date mutually agreed upon]. (Intact lead-based paint that is in good condition is not necessarily a hazard. See the EPA pamphlet "Protect Your Family From Lead in Your Home" for more information.)

This contingency will terminate at the above predetermined deadline unless the Purchaser (or Purchaser's agent) delivers to the Seller (or Seller's agent) a written contract addendum listing the specific existing deficiencies and corrections needed, together with a copy of the inspection and/or risk assessment report.

The Seller may, at the Seller's option, within \_\_\_\_\_ days after Delivery of the addendum, elect in writing whether to correct the condition(s) prior to settlement. If the Seller will correct the condition, the Seller shall furnish the Purchaser with certification from a risk assessor or inspector demonstrating that the condition has been remedied before the date of the settlement. If the Seller does not elect to make the repairs, or if the Seller makes a counteroffer, the Purchaser shall have \_\_\_\_\_ days to respond to the counter-offer or remove this contingency and take the property in ''as is'' condition or this contract shall become void. The Purchaser may remove this contingency at any time without cause.

Seller Name:	Date:
Purchaser:	Date:
Property Address:	

#### Attachment H Disclosure to Seller with Voluntary, Arm's Length Purchase Offer

#### DECLARATION

This is to inform you that (<u>name of buyers</u>) would like to purchase the property, located at (<u>address</u>) , if a satisfactory agreement can be reached. We are prepared to pay \$\_\_\_\_\_\_ for a clear title to the property under conditions described in the attached proposed contract of sale.

Because Federal funds may be used in the purchase, however, we are required to disclose to you the following information:

- 1. The sale is voluntary. If you do not wish to sell, the buyer, \_\_\_\_\_\_, thru the agency, City of Lancaster will not acquire your property. The buyer does not have the power of eminent domain to acquire your property by condemnation (i.e. eminent domain) and the City of Lancaster will not use the power of eminent domain to acquire the property.
- 2. The estimated fair market value of the property is \$\_\_\_\_\_ and was estimated by \_\_\_\_\_, to be finally determined by a

professional appraiser prior to close of escrow.

Since the purchase would be a voluntary, arms length, transaction you would not be eligible for relocation payments or other relocation assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), or any other law or regulation. Also, as indicated in the contract of sale, this offer is made on the condition that no tenant will be permitted to occupy the property before the sale is completed.

Again, please understand that if you do not wish to sell your property, we will take no further action to acquire it. If you are willing to sell the property under the conditions described in the attached contract of sale, please sign the contract and return it to us at: \_\_\_\_\_\_. If you have any questions

about this matter, please contact \_\_\_\_\_\_at

Sincerely,

Title

Buyer

Date

Buyer

Date

Form continues on next page with Seller's Acknowledgment

#### Disclosure to Seller with Voluntary, Arm's Length Purchase Offer (Page 2)

#### Acknowledgement

As the Seller I/we understand that the City of Lancaster will inspect the property for health and safety deficiencies. I/we also understand that public funds may be involved in this transaction and, as such, if the property was built before 1978, a lead-based paint disclosure must be signed by both the buyer and seller, and that a Visual Assessment will be conducted to determine the presence of deteriorated paint.

As the Seller, I/we understand that under the City of Lancaster's program, the property must be currently owner-occupied, vacant for four months at the time of submission of purchase offer, new (never occupied), or renter purchasing the unit. I/we hereby certify that the property is:

□ Vacant at least 4 months; □ Owner-occupied; □ New; or □ Being Purchased by Occupant

*I/we hereby certify that I have read and understand this "Declaration" and* a copy of said Notice was given to me prior to the offer to purchase. If received after presentation of the purchase offer, *I/We choose* to withdraw or not to withdraw, from the Purchase Agreement.

Seller

Date

Seller

Date

#### Attachment I City of Lancaster

#### INSTRUCTIONS TO HOME BUYER

- A. Participant works with lender of choice to obtain the primary lender's pre-qualification letter.
- B. Participant works with real estate agent to select home. Program disclosures are reviewed with agent for presentation to seller. Preference will be given to vacant or owner occupied homes rather than tenant occupied.
- C. Participant selects home and enters into a purchase contract (contingent upon receiving Program loan approval). Lender provides the Program Director with a copy of:
  - real estate sales contract
  - residential loan application
  - credit report
  - verified income documentation
  - disclosure statement
  - proof of personal funds for participation in program
  - breakdown of closing costs
  - structural pest control clearance
  - appraisal with photos
  - escrow instructions
  - preliminary title report
- D. Program Director reviews paper work to determine program eligibility and financing affordability for participant etc.
- E. Program Director staff meets with qualified applicant to provide information relative to the program requirements, the lending process, and home ownership responsibilities.
- F. Program Director has home inspected (if necessary) to meet HQS or code compliance (dependent upon the program). Notice of any deficiencies or needed corrections are given to participant's real estate agent, with recommended course of action.

G. Program Director requests loan approval from City of Lancaster CAO (City Manager/Administrator or County Administrative/Executive Officer). Following loan approval, Program Director prepares Deed of Trust, Promissory Note, Notice of Default, Grant Agreement, Owner Occupant Agreement with City/County, requests checks and deposits same into escrow.

H. Escrow company furnishes Program Director with proof of documents to be recorded, and any escrow close out information. After receipt of recorded loan documents, HUD I, Insurance Loss Payee Certification and Final Title Insurance Policy Program Director closes out the loan file.

#### Attachment J Lead-Based Paint Visual Assessment, Notice of Presumption, and Hazard Reduction Form

Section 1: Background Information					
Property Address:			No LBP found or LBP exempt $\Box$		
Select one:	Visual Assessment		Presumption		Hazard Reduction

**Section 2: Visual Assessment.** Fill out Sections 1, 2, and 6. If paint stabilization is performed, also fill out Sections 4 and 5 after the work is completed.

Visual Assessment Date:

Report Date:

Check if no deteriorated paint found  $\Box$ 

Attachment A: Summary where deteriorated paint was found. For multi-family housing, list at least the housing unit numbers and common areas and building components (including type of room or space, and the material underneath the paint).

**Section 3: Notice of Presumption.** Fill out Sections 1, 3, 5, and 6. Provide to occupant w/in 15 days of presumption.

Date of Presumption Notice:

Lead-based paint is presumed to be present  $\Box$  and/or Lead-based paint *hazards* are presumed to be present  $\Box$  Attachment B: Summary of Presumption: For multi-family housing, list at least the housing unit numbers and common areas, bare soil locations, dust-lead location, and or building components (including type of room or space, and the materials underneath the paint) of lead-based paint and/or hazards presumed to be present.

Section 4: Notice of Lead-Based Paint Hazard Reduction Activity. Fill out Sections 1, 4, 5, and 6. Provide to occupant w/in 15 days of after work completed.

Date of Hazard Reduction Notice:

Initial Hazard Reduction Notice? Yes D No D Start & Completion Dates:

If "No", dates of previous Hazard Reduction Activity Notices:

Attachment C: Activity locations and types. For multi-family housing, list at least the housing unit numbers and common areas (for multifamily housing), bare soil locations, dust–lead locations, and/or building components (including type of room or space, and the material underneath the paint), and the types of lead-based paint hazard reduction activities performed at the location listed.

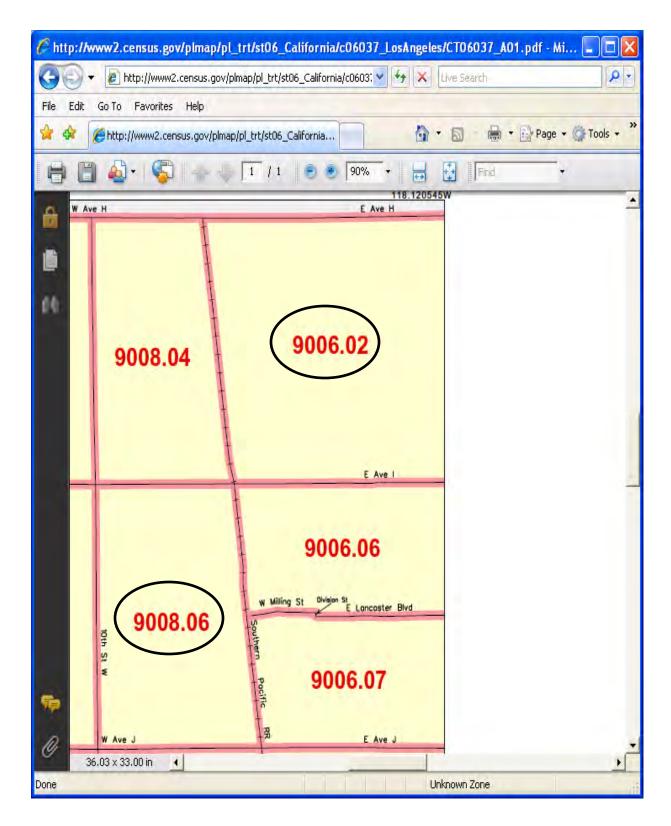
Attachment D: Location of building components with <u>lead-based paint remaining</u> in the rooms, spaces or areas where activities were conducted.

Attachment E: Attach clearance report(s), using DHS form 8552 (and 8551 for abatement activities)

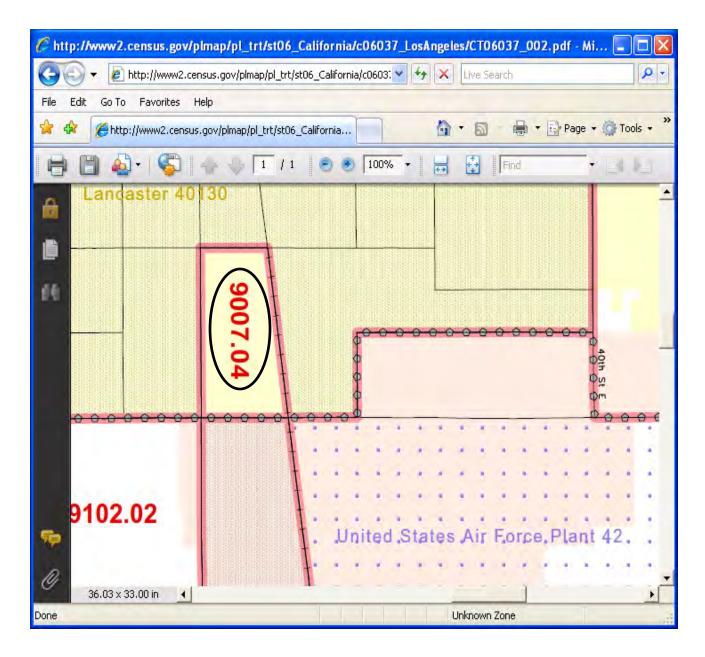
Section 5: Resident Recei	pt of Notice for Presumption or Lead-Based Pain	t Hazard Reduction Activity
Printed Name:	Signature:	Date:

Section 6: Contact	Information	Organization:		
Contact Name:			Contact Signature	:
Date:	Address:			Phone:

#### City of Lancaster Census Map #1



#### City of Lancaster Census Map #2



# City of Long Beach

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
BEGIN / Set Aside Moderate Income Homebuyer Program		www.longbeach.gov	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
BEGIN Low Income Homebuyer Program		<u>www.longbeach.gov</u>	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921

#### Census Tracts:

5702.03; 5703.04; 5706.03; 5716.00; 5725.00; 5728.00; 5729.00; 5730.01; 5730.02; 5732.01; 5732.02; 5733.00; 5751.01; 5751.02; 5751.03; 5752.01; 5752.02; 5753.00; 5754.01; 5754.02; 5755.00; 5758.01; 5758.02; 5758.03; 5759.01; 5759.02; 5762.00; 5763.00; 5764.01; 5764.02; 5764.03; 5765.01; 5760.00

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
HOME - ADDI Program		www.longbeach.gov	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
HOME/ADDI Equity Share Program		www.longbeach.gov	Yes	Yes	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
Set Aside Program		www.longbeach.gov	Yes	Yes	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921

# Long Beach Housing Development Company

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
BEGIN / Set Aside Moderate Income Homebuyer Program		www.longbeach.gov	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
CalHome Program		<u>www.longbeach.gov</u>	Yes	Yes	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921

#### Census Tracts:

5702.03; 5703.04; 5706.03; 5716.00; 5725.00; 5728.00; 5729.00; 5730.01; 5730.02; 5732.01; 5732.02; 5733.00; 5751.01; 5751.02; 5751.03; 5752.01; 5752.02; 5753.00; 5754.01; 5754.02; 5755.00; 5758.01; 5758.02; 5758.03; 5759.01; 5759.02; 5762.00; 5763.00; 5764.01; 5764.02; 5764.03; 5765.01; 5760.00

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
CalHome Low Income Homebuyer Program		www.longbeach.gov	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
CalHome Program	Available Citywide	www.longbeach.gov	Yes	Yes	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026 e-mail: Patrick.Ure@longbeach.gov FAX: 562-570-5921
Moderate Income BEGIN Homebuyer Program		www.longbeach.gov	In Process	In Process	Patrick Ure 110 Pine Avenue Ste. 1200 Long Beach, CA 90802 Busi: 562-570-6026

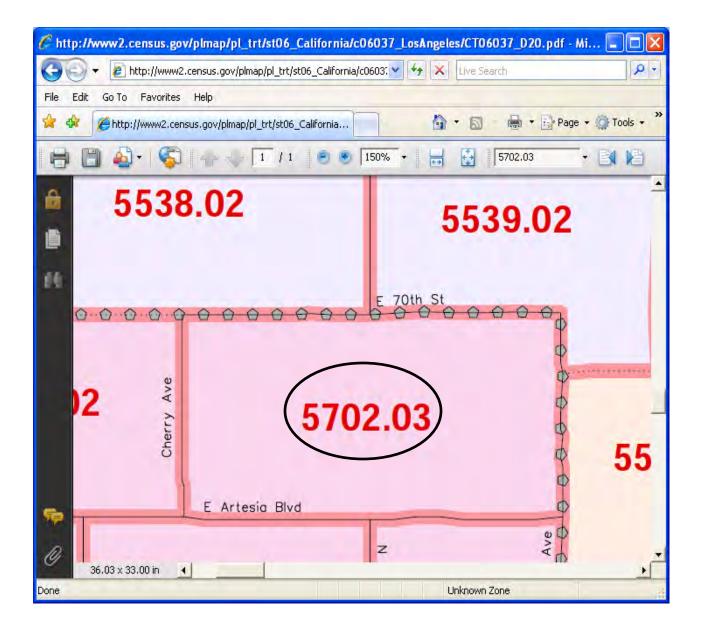
#### HOME Investment Partnerships Program (HOME)

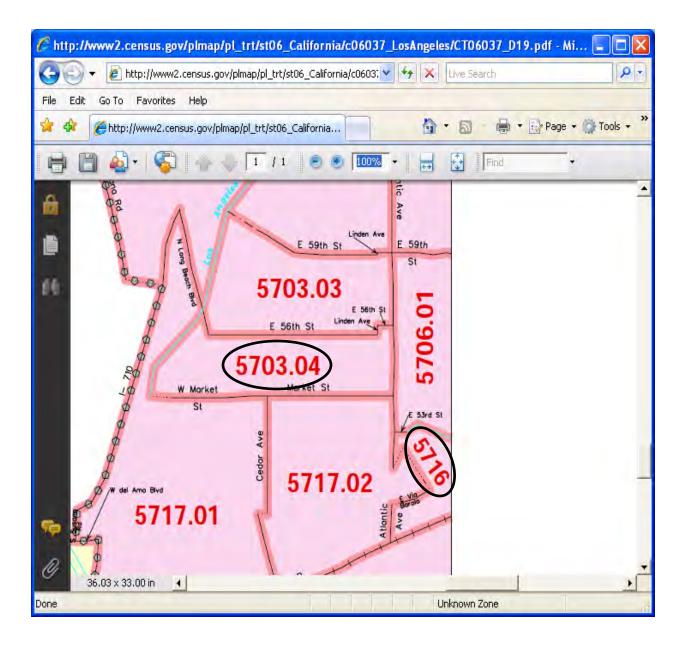
HOME funds are awarded annually as formula grants to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or homeownership or provide direct rental assistance to low-income people. Eligible activities include using HOME funds to provide home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers, build or rehabilitate housing for rent or ownership, or for "other reasonable and necessary expenses related to the development of non-luxury housing," including site acquisition or improvement, demolition of dilapidated housing to make way for HOME-assisted development, and payment of relocation expenses.

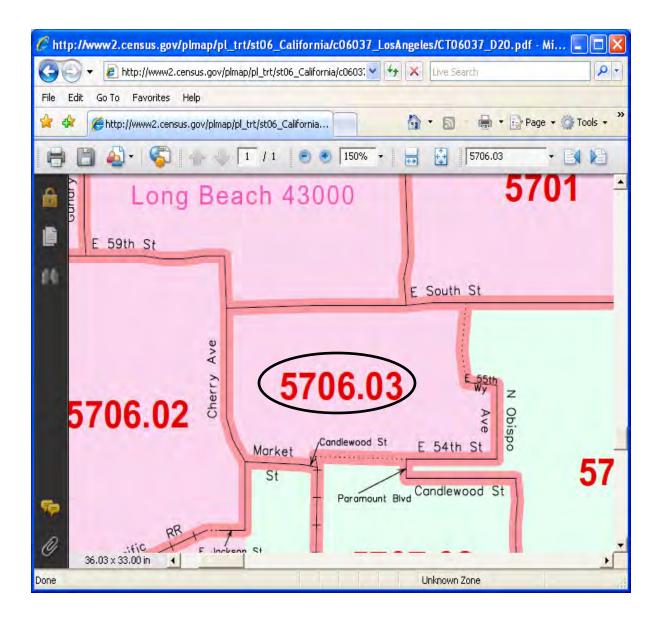
Every dollar of HOME funds used (except for administrative costs capped at 10%) must be matched with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. In addition, 15 percent of the allocation must fund housing to be owned, developed, or sponsored by experienced, community-driven nonprofit groups designated as Community Housing Development Organizations (CHDOs). HOME-funded housing units must remain affordable in the long term (20 years for new construction of rental housing; 5-15 years for construction of homeownership housing and housing rehabilitation, depending on the amount of HOME subsidy). The activities under this grant are administered by the <u>Housing Services Bureau</u>.

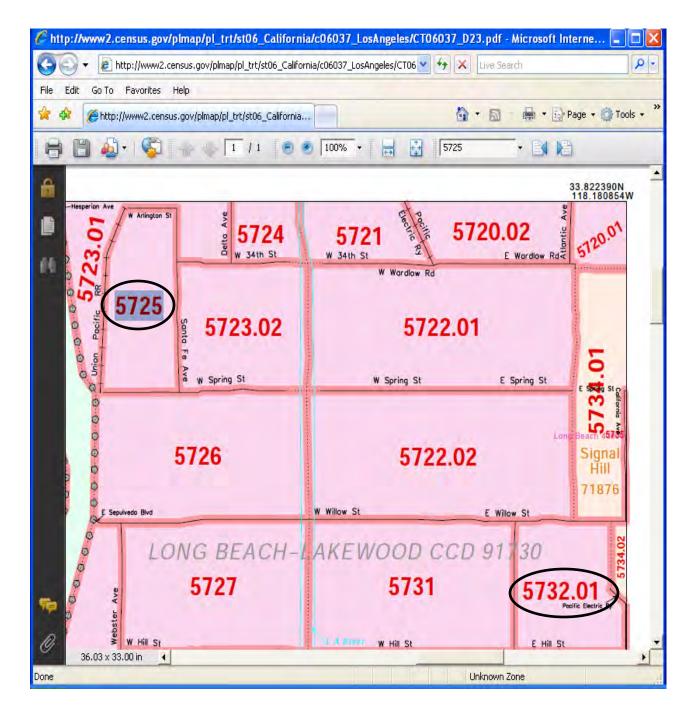
#### American Dream Downpayment Initiative (ADDI)

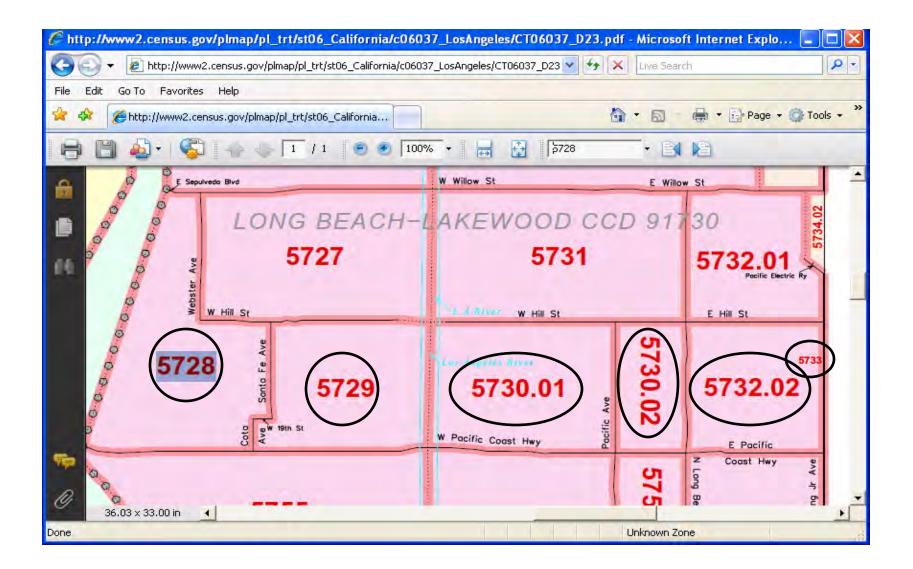
ADDI aims to increase the homeownership rate, especially among lower income and minority households, and to revitalize and stabilize communities. The program was created to assist low-income first-time homebuyers in purchasing single-family homes by providing funds for downpayment, closing costs, and rehabilitation carried out in conjunction with the assisted home purchase. ADDI will provide downpayment, closing costs, and rehabilitation assistance to eligible individuals. The rehabilitation must be completed within one year of the home purchase. Rehabilitation may include, but is not limited to, the reduction of lead paint hazards and the remediation of other home health hazards. The activities under this grant are administered by the Housing Services Bureau.



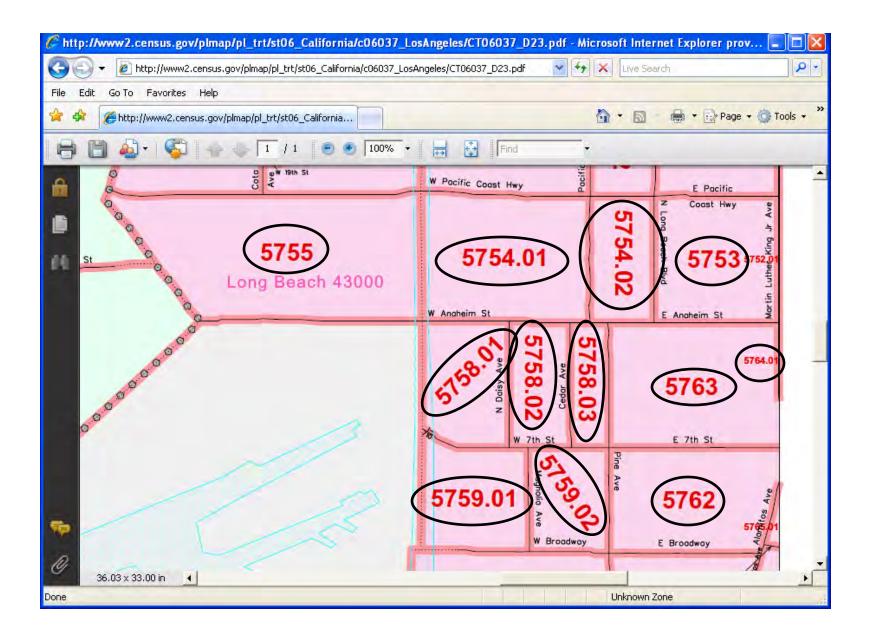


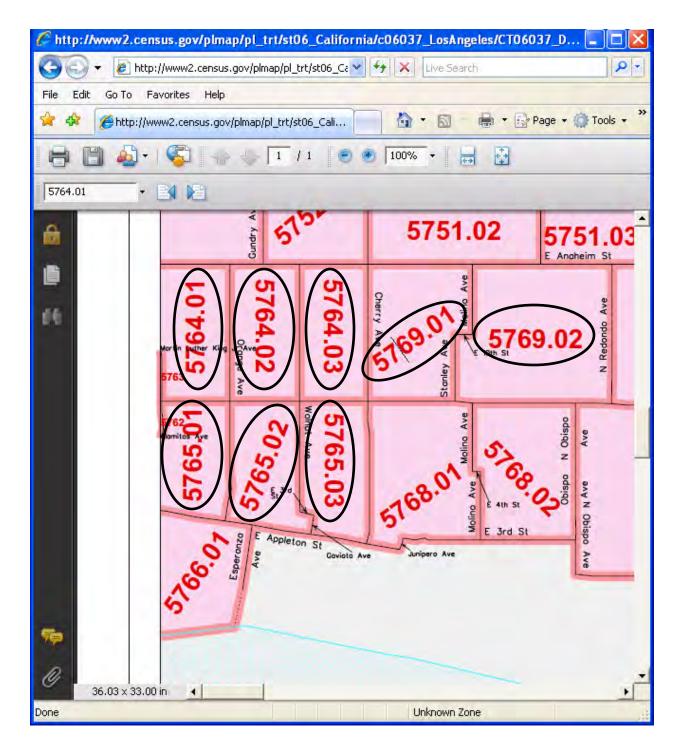


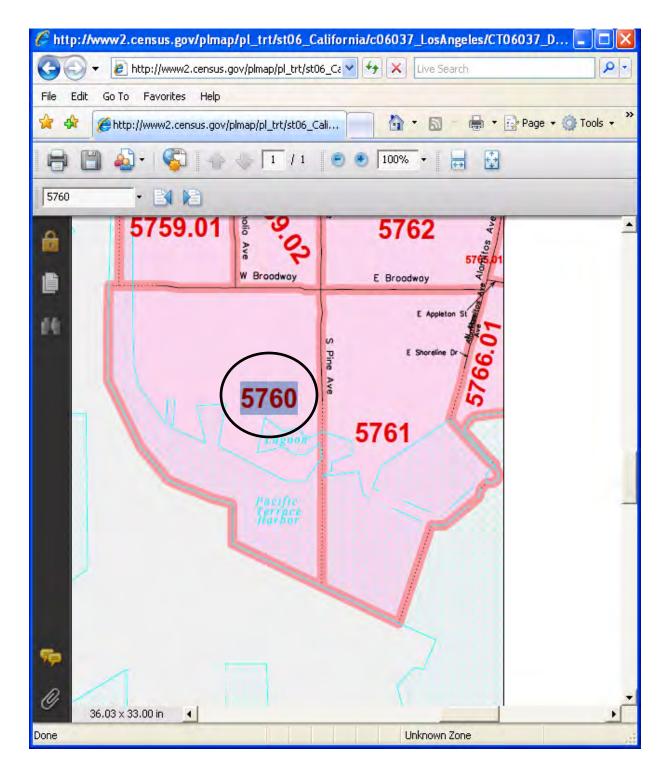




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## City of Los Angeles Housing Department

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
American Dream Downpayment Initiative Program		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515
CalHOME First-Time Homebuyer Program		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
Low Income Purchase Assistance Program (LIPA)		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515
Neighborhood Stabilization Program (Purch. Assist. Loan)		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515

Program Name	Special Comments	Website	FHA Approved	Conventional Approved	Contact Information
Neighborhood Stabilization Program (Rehabilitation Loan)	Comments	www.lahd.lacity.org	In Process	In Process	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515
Purchase Assistance Program w/o Rehab		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515
Purchase Assistance Program w/Rehab		www.lahd.lacity.org	Yes	Yes	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515

	al Website	FHA	Conventional	Contact
Name Comme	nts	Approved	Approved	Information
Soft Second Loans	www.lahd.lacity.org	In Process	In Process	Tim Donis 1200 W. 7th Street 8th Floor Los Angeles, CA 90017 Busi: 213-808-8538 e-mail: tdonis@lahd.lacity.org FAX: 213-808-8515

L.A. (Athens) 2911.20

#### L.A. (Central)

2113.10; 2114.10; 2118.01; 2118.02; 2119.10; 2123.04; 2123.05; 2124.10; 2124.20; 2125.00; 2126.10; 2126.20; 2129.00; 2132.01; 2132.02; 2133.10; 2181.20; 2182.10; 2188.00; 2189.00; 2213.01; 2213.02; 2214.00; 2215.00; 2222.00; 2121.00; 2122.02; 2122.03; 2122.04; 2123.03; 2123.06; 2133.20; 2134.01; 2134.02; 2211.10; 2211.20; 2212.20; 2216.00; 2217.10; 2218.10; 2218.20; 2226.00; 2227.00; 2240.10; 2240.20; 2242.00; 2243.10; 2243.20; 2244.10; 2244.20; 2247.00; 2260.00; 2225.00; 2312.10; 2313.00; 2324.00; 2325.00; 2326.00; 2349.00; 2361.00; 2362.01; 2362.02; 2372.00; 2246.00; 2264.10; 2264.20; 2267.00; 2270.10; 2270.20; 2281.00; 2282.10; 2282.20; 2283.10; 2283.20; 2284.10; 2284.20; 2285.00; 2286.00; 2287.10; 2287.20; 2288.00; 2289.00; 2292.00; 2293.00; 2294.10; 2294.20; 2311.00; 2312.20; 2316.00; 2317.10; 2317.20; 2318.00; 2319.00; 2321.10; 2321.20; 2327.00; 2328.00; 2375.00; 2376.00; 2392.00; 2393.10; 2393.30

L.A. (Central) 5350.00; 5351.01; 5352.00; 5353.00; 6001.00; 6002.01; 6002.02; 6003.01

#### L.A. (Downtown)

2060.10; 2060.20; 2060.30; 2062.00; 2063.00; 2071.00; 2073.00; 2077.10; 2080.00; 2083.00; 2084.00; 2085.00; 2086.20; 2087.10; 2087.20; 2088.00; 2089.02; 2089.03; 2089.04; 2091.01; 2091.02; 2092.00; 2093.00; 2094.01; 2094.02; 2094.03; 2095.10; 2095.20; 2098.10; 2098.20; 2100.10; 2111.10; 2112.00; 2113.20; 2119.20

#### L.A. (East)

2031.00; 2032.00; 2033.00; 2035.00; 2036.00; 2037.10; 2037.20; 2041.20; 2042.00; 2043.00; 2044.10; 2044.20; 2046.00; 2047.00; 2048.10; 2049.10; 2051.10; 5309.01; 5311.01; 5312.01; 5312.02; 2051.20; 5313.01; 5316.02; 5317.02; 5318.00

L.A. (Echo Park/Silverlake)

1864.01; 1913.00; 1914.10; 1914.20; 1915.00; 1926.10; 1926.20; 1927.00; 1956.00; 1957.10; 1957.20; 1958.02; 1973.00; 1974.20; 1976.00; 1977.00; 1997.00

L.A. (Florence) 5327.00; 5328.00; 5329.00; 5330.00

L.A. (Harbor City) 2932.02

L.A. (Hollywood Area) 1902.00; 1904.00; 1905.10; 1905.20; 1907.00; 1908.00; 1909.01; 1909.02; 1910.00; 1911.10; 1911.20; 1912.01; 1912.03; 1912.04; 1916.10; 1916.20; 1917.10; 1917.20; 1918.10; 1918.20; 1925.20 L.A. (Hyde Park) 2352.02

L.A. (Northeast) 1990.00; 1835.20; 1838.10; 1838.20; 1992.01; 1994.00; 1991.20; 1998.00; 1999.00

L.A. (San Pedro) 2962.10; 2962.20; 2971.10

L.A. (South Central) 2377.10; 2377.20; 2383.10; 2383.20; 2395.00; 2396.00; 2397.00; 2398.00; 2400.10; 2400.20; 2402.00; 2403.00; 2404.00; 2405.00; 2406.00; 2407.00; 2408.00; 2409.00; 2410.00; 2411.20; 2414.00; 2421.00; 2422.00; 2423.00; 2426.00; 2427.00; 2430.00; 2431.00

L.A. (Willowbrook) 5406.00; 5407.00

L.A. (West) 2653.01; 2696.00; 2755.20

L.A. (Wilmington) 2947.00; 2948.10; 2948.20; 2948.30; 2949.00

### THE FOLLOWING COMMUNITIES ARE LOCATED IN THE CITY OF LOS ANGELES

Angelino Heights Arleta Atwater Baldwin Village Bel Air Bel Air Estates **Beverly Glen** Boyle Heights Brentwood Cahuenga Park Cahuenga Pass Canoga Park Castellammare Central City Century City Chatsworth **Chesterfield Square** Cheviot Hills Chinatown Country Club Park **Crenshaw District** Cypress Park Eagle Rock East San Pedro Echo Park El Sereno Elysian Park Encino Exposition Park Garvanza Glassell Park Granada Hills Hancock Park Hansen Heights Harbor City Harbor Gateway Harvard Heights Hermon Highland Park

Hillside Village Hollywood Hollywood Hills Holmby Hills Hyde Park Jefferson Park Knollwood Koreatown La Tuna Canyon Lafayette Square Lake Balboa Lake View Terrace Lakeside Park Larchmont District Laurel Canvon Leimert Park Lincoln Heights Los Angeles Los Feliz Loyola Village Mar Vista Mid City Miracle Mile Mission Hills Montecito Heights Monterey Hills Mt. Olympus Mt. Washington North Hills North Hollywood North University Park Northridae Pacific Palisades Pacoima Palisades Highlands Palms Panorama City Park La Brea

Porter Ranch Rancho Park Reseda San Pedro Sawtelle Shadow Hills Sherman Oaks Silver Lake South Carthay South Robertson Studio City Sun Valley Sunland Svlmar Sylmar Square Tarzana Toluca Lake Tujunga Valley Glen Valley Plaza Valley Village Van Nuys Venice Vermont Knolls Warner Center Watts West Adams West Hills West Los Angeles West Toluca Lake Westchester Westlake Westwood Wilmington Wilshire Center Windsor Square Winnetka Woodland Hills

All properties located in the White-Shaded area of the Los Angeles County Thomas Guide Map book are located within the City of Los Angeles. The list above is a general listing of Communities located in the City of Los Angeles. To confirm if a property is located in the City of Los Angeles, please call LAHD at (213) 922-9672. Rev: 06.16.10





Antonio R. Villaraigosa, Mayor Douglas Guthrie, General Manager

#### LOW INCOME PURCHASE ASSISTANCE (LIPA) PROGRAM

and

#### AMERICAN DREAM DOWNPAYMENT INITIATIVE (ADDI) PROGRAM

The City of Los Angeles Housing Department's (LAHD), Low Income Purchase Assistance (LIPA) Program offers purchase assistance financing to eligible first-time, low income homebuyers seeking to purchase eligible homes in the City of Los Angeles. LAHD provides assistance in the form of a deferred loan for purchase assistance (down payment and closing costs).

LAHD also provides additional purchase assistance loan funds through the American Dream Downpayment Initiative (ADDI) Program. All low income applicants are automatically considered for ADDI loan funds when applying under the Low Income Purchase Assistance (LIPA) Program.

#### LAHD LIPA AND ADDI LOAN LIMITS

LIPA - Up to \$60,000 for purchase assistance, down payment and closing costs (loan funds may be used to cover closing costs up to 5% of the purchase price);

#### AND

ADDI - Six percent (6%) of the purchase price or \$10,000; whichever is <u>greater</u>.

#### ELIGIBLE PROPERTIES

- Property must be located in the City of Los Angeles (See list of LA Communities).
- Standard sales, REOs/Foreclosures, and <u>Approved</u> Short Sales.
- Condominiums, Townhomes, or Planned Unit Developments (PUD) built between 1979 2010.
- ✤ Single family homes built between 2000 2010.
- One (1) unit properties only.
- Homebuyer must occupy the home as their Primary Residence.
- Property cannot be tenant occupied.
- All properties applying under the LIPA and ADDI programs will be inspected by LAHD. LAHD does not charge for the property inspection.
- The property must be in very good condition and cannot have any Code violations or illegal rooms/structures. Any minor property deficiencies or repairs identified by the LAHD inspection will have to be repaired or cured during escrow and paid for by the Buyer or Seller.
- LAHD does not offer any property rehabilitation/repair funds.

#### PROGRAM REQUIREMENTS

- Applicant must be a first-time homebuyer, defined as someone who has <u>not</u> had an ownership interest in any real property at any time during the last three (3) years.
- Applicants must attend an eight (8) hour Homebuyer Education Class provided by one of LAHD's Approved Homebuyer Education Providers (see Approved List).
- Total household gross income of all adults 18 years of age or older who will be living in the home must be <u>at</u> or <u>below</u> the limits shown on the Income table below.

Household Size	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people
Annual Household Income	\$46,400 or less	\$53,000 or less	\$59,650 or less	\$66,250 or less				\$87,450 or less

#### 2010 MAXIMUM INCOME LIMITS (as of 05/14/2010)

(For larger household size limits, please contact LAHD)

#### LAHD LIPA AND ADDI LOAN TERMS

- Deferred, requiring no monthly payments.
- Shared Appreciation applies to LIPA and ADDI loans (see Shared Appreciation Example).
- Loan is due when the property is sold, title transfer, or the repayment of the first mortgage.
- Refinancing of first mortgage is allowed by LAHD under certain conditions.

#### HOMEBUYER DOWNPAYMENT REQUIREMENT

A <u>minimum</u> of one percent (1%) of the property purchase price <u>from the Applicant's own funds</u> is required as down payment. Please note that additional funds may be needed from the Applicant to complete the purchase.

#### MAXIMUM PURCHASE PRICE/HOME VALUE LIMIT: \$313,500

#### HOW DOES THIS PROGRAM WORK?

LAHD provides purchase assistance to the Borrower up to a maximum of \$60,000 of LIPA funds, plus ADDI funds equal to six percent (6%) of the purchase price. LAHD's loan provides the difference between the purchase price plus closing costs (up to 5% of sales price) and the amount of the buyer's first mortgage loan, down payment and other funding sources.

Example: Purchase Price of Home: Buyer's Closing Costs: TOTAL FUNDS NEEDED:	\$300,000 <u>\$9,000</u> <b>\$309,000</b>
<u>Funds Available:</u> First Mortgage Amount (for which buyer qualifies): Homebuyer Down Payment (1% of purchase price) Homebuyer Additional cash contribution LAHD ADDI Loan (6% of purchase price) LAHD LIPA Loan TOTAL FUNDS AVAILABLE:	\$228,750 \$ 3,000 \$ 2,250 \$ 18,000 <u>\$ 57,000</u> <b>\$309,000</b>

In the example from the previous page, the total LAHD Purchase Assistance loan equals \$75,000 (\$18,000 of ADDI, plus \$57,000 of LIPA).

In the example from the previous page, the LAHD Shared Appreciation equals 25% (\$75,000/\$300,000).

Note: The Mortgage Credit Certificate (MCC) Program may be used in conjunction with the LIPA and ADDI programs.

#### HOW DO I START?

Contact one of LAHD's Participating Lender to get prequalified for a first mortgage and LAHD's LIPA and ADDI Programs. The list of LAHD's Participating Lenders is on LAHD's webpage at <a href="http://lahd.lacity.org">http://lahd.lacity.org</a>, Home Buyers, General Information, Resources section. For more information, you may contact LAHD at (213) 808-8800.







### PURCHASE ASSISTANCE FOR NEIGHBORHOOD STABILIZATION PROGRAM (NSP) HOMES

The City of Los Angeles Housing Department (LAHD) offers purchase assistance financing to eligible low- and moderate-income homebuyers seeking to purchase an eligible home from Restore Neighborhoods LA, Inc. (RNLA). LAHD provides assistance in the form of a deferred loan for purchase assistance (acquisition, down payment and closing costs).

Using NSP funds allocated to LAHD from the U.S. Department of Housing and Urban Development (HUD), RNLA has acquired foreclosed and abandoned single family homes in neighborhoods with the highest incidences of foreclosures: Central, East and South LA, and North and South San Fernando Valley. RNLA has acquired and rehabilitated the houses to sell to eligible homebuyers whose incomes do not exceed 120% of the area median income (AMI). The homes acquired by RNLA have been rehabilitated to meet Code requirements, all major building deficiencies have been addressed, and environmentally responsible "green" building components have been incorporated.

#### ELIGIBLE PROPERTIES

- Homes for sale by RNLA. To view the homes currently available for sale, please visit RNLA's webpage at www.restoreneighborhoodsla.org
- Both one (1) unit and two (2) unit properties sold by RNLA homes are eligible for NSP financing. However, please note that two (2) unit properties will only qualify when both units will be owner-occupied by the Borrowers and the Borrowers' extended family. LAHD does not allow the rental of any unit at any time.

#### DO YOU QUALIFY FOR THE NSP?

- Applicants must <u>not</u> presently have any ownership interest in any real property or have any outstanding mortgage obligations.
- Applicants must attend and complete an eight (8) hour Homebuyer Education Class provided by one of LAHD's Approved Homebuyer Education Providers.
- Borrowers must occupy the property as their primary residence.
- Total household gross income of all adults 18 years of age or older who will be living in the home must be at or below the limits shown on the table below.

	2010 MAXIMUM INCOME LIMITS (as of May 14, 2010)								
	sehold Size	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people
Low I	Income	\$46,400 or less	\$53,000 or less	\$59,650 or less	\$66,250 or less	\$71,550 or less	\$76,850 or less	· ·	\$87,450 or less
	derate come	\$46,401- \$69,650	\$53,001- \$79,500			\$71,551- \$107,300	\$76,851- \$115,250		\$87,451- \$131,150

#### LAHD NSP LOAN LIMITS

	Low Income Up to 80% AMI	Moderate Income Up to 120% AMI
Purchase Assistance	Up to	Up to
(acquisition, down payment, and closing costs)	\$75,000	\$50,000

#### LAHD LOAN TERMS

- Deferred, requiring no monthly payments.
- Shared Appreciation applies to all loans. For example if a homebuyer receives a \$50,000 loan from the City to purchase a home with a \$200,000 sales price, the Shared Appreciation percentage would be 25% (\$50,000/\$200,000). Therefore upon sale, the \$50,000 loan plus 25% of the home's appreciation will be paid to LAHD. If the appreciation on the home is less than \$10,000, no shared appreciation is due. LAHD uses Shared Appreciation in-lieu of charging an interest rate to homebuyers.
- Loan is due on sale, title transfer, or first mortgage repayment.
- Refinancing of first mortgage is allowed by LAHD under certain conditions.

#### DOWNPAYMENT REQUIREMENT

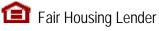
A <u>minimum</u> of one percent (1%) of property purchase price is required as down payment. The one percent (1%) must come from the **Borrower's own funds**. Please be aware that Borrowers may be required to contribute more than 1% of their own funds towards the down payment to complete the purchase as LAHD can only provide ½ of the first mortgage down payment requirement.

#### HOME PURCHASE PRICE LIMITS

There are no maximum purchase price limits.

#### HOW DO I START?

Contact one of LAHD's Participating Lenders to get prequalified for a first mortgage and LAHD's NSP-RNLA Program. The list of LAHD's Participating Lenders is on LAHD's webpage at http://lahd.lacity.org, Home Buyers, General Information, Resources section. For more information, you may contact LAHD at (213) 808-8800.







## LAHD PARTICIPATING LENDERS

#### MOST ACTIVE LENDERS

Lending Institution	First Name	Last Name	Telephone Number	Ext
Citibank	Jeanette	Mayes	(818) 687-9935	
Civic Center Home Loans	Matt	Callahan	(562) 547-9372	
Elite Financial	Michael	Kagan	(805) 494-9930	112
Equipoint Financial	Michelle	Ota	(310) 643-2373	101
Guild Mortgage Company	Jason	Diez	(626) 339-4126	
Prime Lending	Julio	De La Cruz	(562) 577-7213	
Prospect Mortgage	Marie	Richarz	(818) 359-4779	
Skyline Financial	Gino	Fronti	(818) 652-9739	
Wells Fargo Home Mortgage	Fernando	Arboleda	(818) 203-1883	

### PARTICIPATING LENDERS

Lending Institution	First Name	Last Name	Telephone Number	Ext
Bank of America	Pia	Braud	(323) 997-6238	
Bank of America	Jennifer	Laurent	(323) 450-5948	
Bank of America	David	Behm	(310) 434-1971	
Best Capital Funding	Mike	Yates	(818) 887-2779	
Golden Empire Mortgage	Richelle	Walker	(323) 270-6529	
iMortgage	Rurik	Madrid	(818) 943-0980	
Platinum Home Mortgage	Tim	Manfro	(626) 966-2227	
Platinum Mortgage	Monica	Baez	(323) 864-4274	
Prospect Mortgage	Sean	Brown	(818) 981-0606	
W.J. Bradley Mortgage Capital Corp.	June	Ludwick	(619) 977-3321	
Wells Fargo Home Mortgage	Shonta	Clark	(213) 253-3739	

To find out how you can become an LAHD Partcipating Lender, please call LAHD at (213) 922-9672.



Tair Housing Lender

rev: 12/31/10





#### LIST OF LAHD PARTICIPATING REAL ESTATE AGENTS/BROKERS

MOST ACTIVE REAL ESTATE AGENTS/BROKERS

Company	First Name	Last Name	Title	Telephone Number	Ext	DRE Lic#
Century 21-Allstars	Daniel	Avendano	Realtor	(562) 254-2003		01333984
Procres Inc.	Francisco	Lopez	Broker	(310) 614-7419		01060471
Prudential California Realty	Martha	Franco	Realtor	(323) 422-6065		01717767

#### PARTICIPATING REAL ESTATE AGENTS/BROKERS

Company	First Name	Last Name	Title	Telephone Number	Ext	DRE Lic#
1st Choice Real Estate & Investments	Curtistine	Johnson	Real Estate Agent	(310) 538-8623		01727104
American Team Homes and Investments	Jose	Monterroza	Real Estate Specialist	(213) 364-3322		01276551
Belmont Estates	Angiloo	Grecia	Real Estate Agent/Loan Officer	(310) 381-9860		01397008
Bogun Realty & Luxury Homes	Bandele	Oguntomilade	Real Estate Agent/Broker	(818) 825-6996		01479541
BRC Realty Group Inc.	Fatrice	Gilkey	Real Estate Agent			01706502
Brock Real Estate	Richard	Wilkinson Jr.	Real Estate Agent	(323) 644-9081	107	01812487
Centruy 21 Beach Side	Alfred	Loya	Real Estate Agent/Broker	(562) 947-7834		01235403
Century 21 Paul & Associates	Max	Gonzales	Real Estate Agent	(818) 266-3422		01096120
Civic Center Home Loans & Realty	Matt	Callahan	Broker	(562) 547-9372		01414098
Civic Center Home Loans & Realty	Deborah	Keaton	Realtor	(213) 949-9358		01469104
ERA Capital Executive Realty	Cosetta	Magee-Samuel	Realtor	(562) 608-5412		01487643
Excellence Realty	Amber	Mariscal	Real Estate Agent	(562) 682-0333		01302960
Haus Angeles	Martha	Serna	Real Estate Agent	(323) 463-0910		01857945
Keller Williams Larchmont	Tamara	Thomas	Realtor	(310) 337-3007		01203443
Keller Williams Realty	Susan	Baptiste	Realtor	(818) 381-1829		01316372
Lifestyle Realty Inc.	Sam	Sabbah	Broker/Realtor	(818) 518-5008		01855369
Professional Realty	Carlos	Alford	Real Estate Broker	(310) 233-3930		00608562
Prudential California Realty	Izabell	Manukyan	Real Estate Agent/Broker	(818) 599-1444		01726552
Prudential California Realty	Stephanie	Rath	Realtor	(310) 722-7940		01761777
Remax	Kate	Bond	Realtor	(310) 951-5960		01335348
Remax Grand Central	Diana	Alon	Realtor/Broker/Owner	(818) 770-3663		01419370
Remax Grand Central	Ellen	Griffith	Real Estate Agent	(818) 207-6337		01265638
Remax of Santa Clarita	Dana	Pope	Realtor	(661) 212-0739		01706305
RS Cooper & Associates Realty	Regina	Hooks	Real Estate Agent	(213) 399-5499		01207855
San Fernando Realty, Inc.	Ramon	Rodriguez	Salesperson/Realtor Associate	(818) 822-4754		01161196
Zip Realty	Tracy	Adewunmi	Real Estate Agent	(310) 529-2152		01786069
Zip Realty	Isabel	Caro	Realtor	(213) 910-8316		01163436

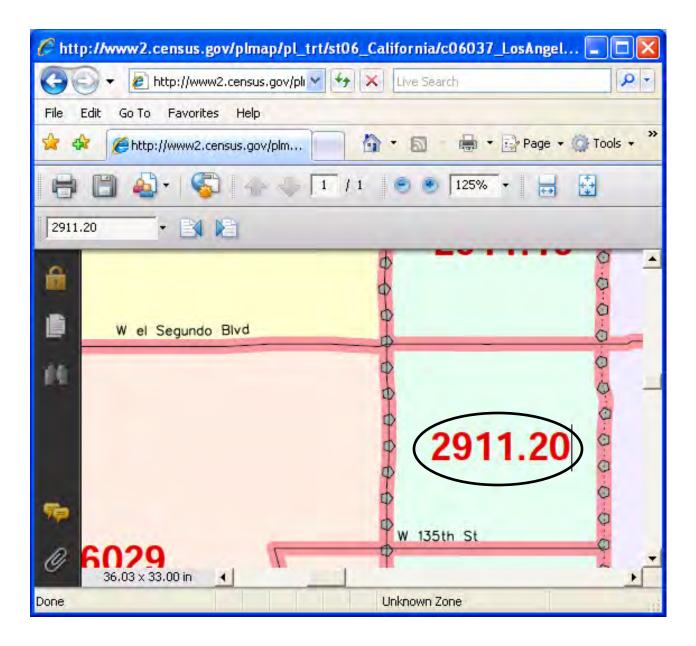
Please note that any Licensed Real Estate Agent or Broker in good standing may participate with the LAHD Homebuyer Programs. The list above includes Real Estate Agents and Brokers who represented homebuyers that purchased a home under LAHD's NSP and LIPA programs during the last 6 months. Please note that LAHD does not endorse or recommend any particular Real Estate Agent or Broker.

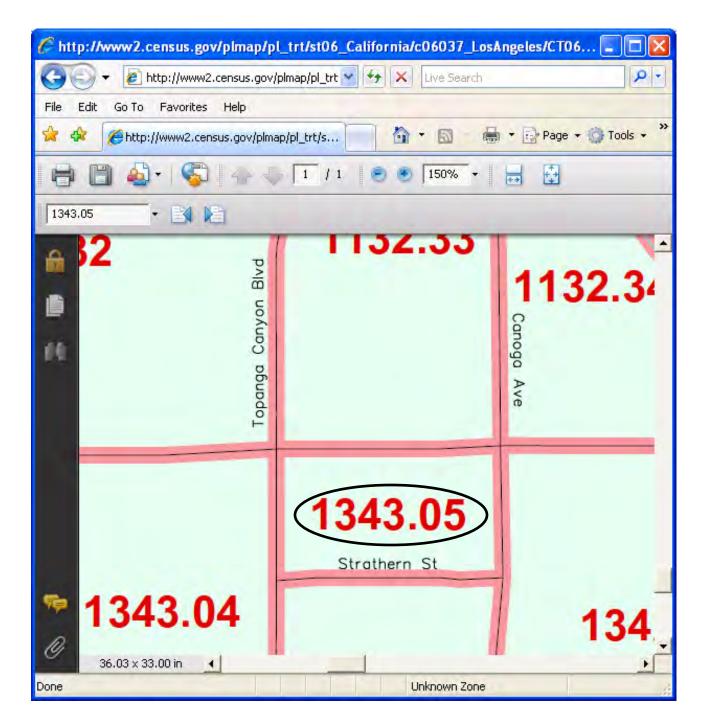
It is the responsibility of the Homebuyer to select a Real Estate Agent/Broker of their choosing and based on their own due diligence.

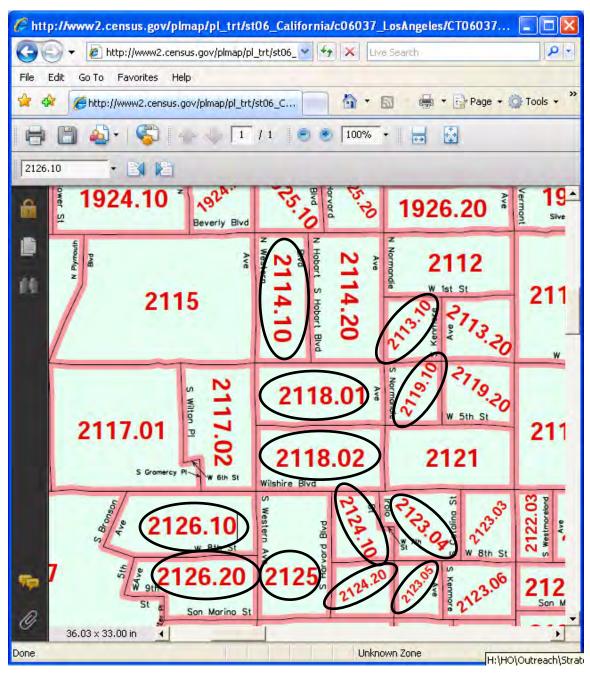
The information above may not be exact, correct, or current.

To find out how you can be placed on this list, please contact LAHD at 213-922-9672.

## Athens Census Map #1

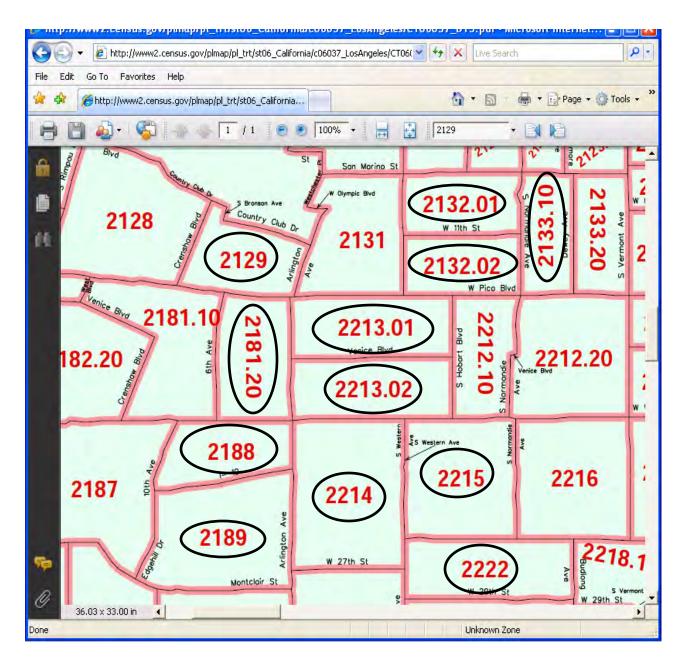


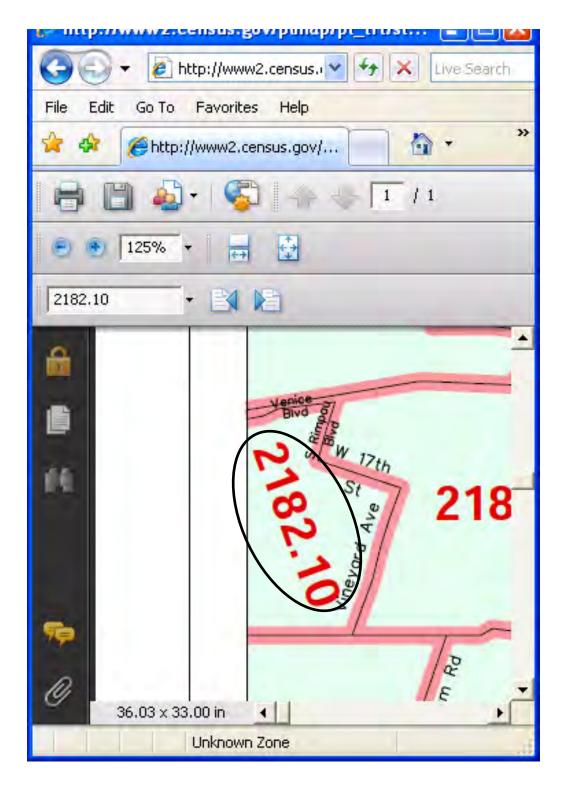


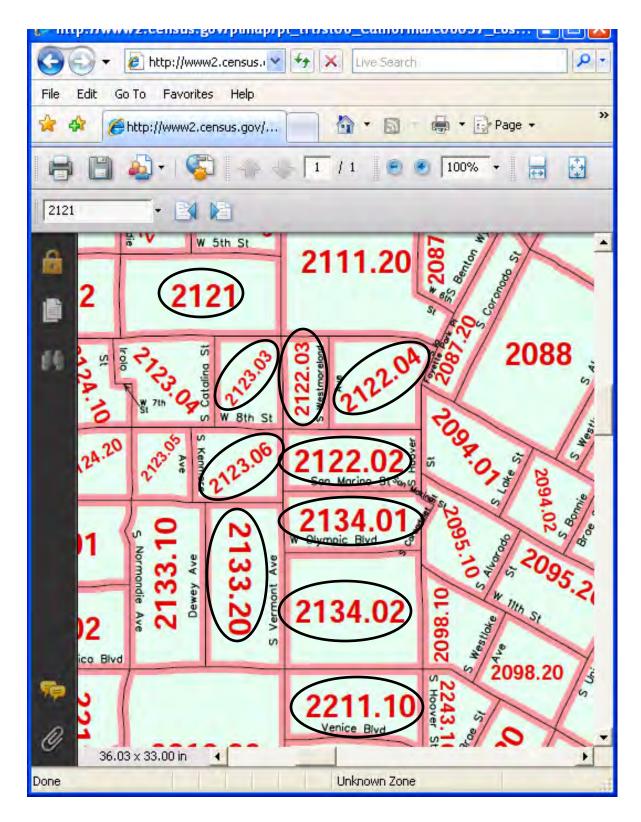


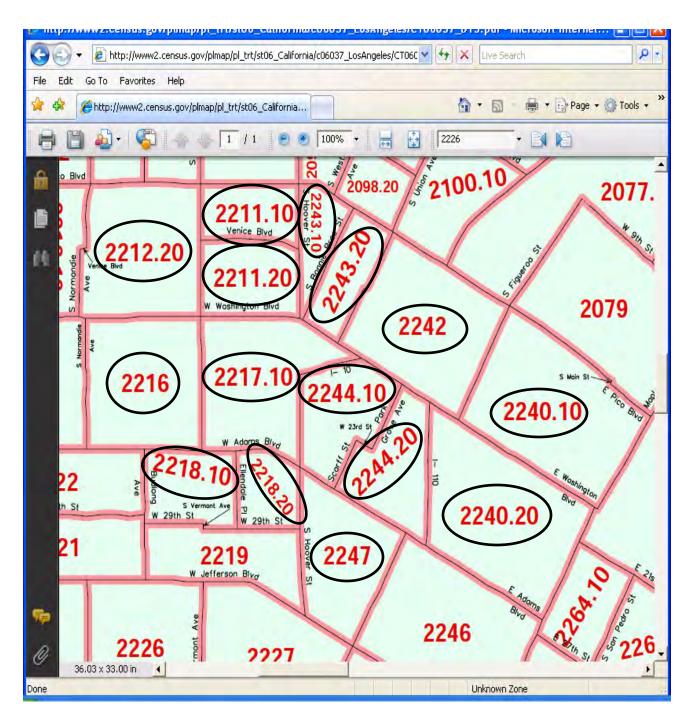
Central Census Map #1

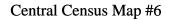
Central Census Map #2

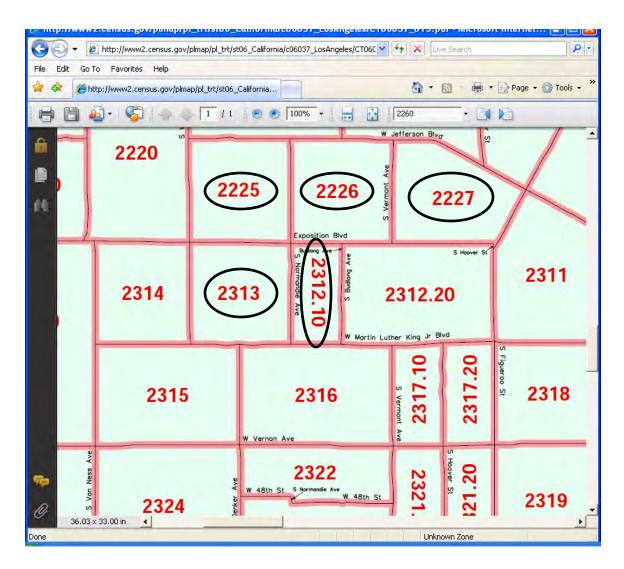


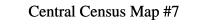






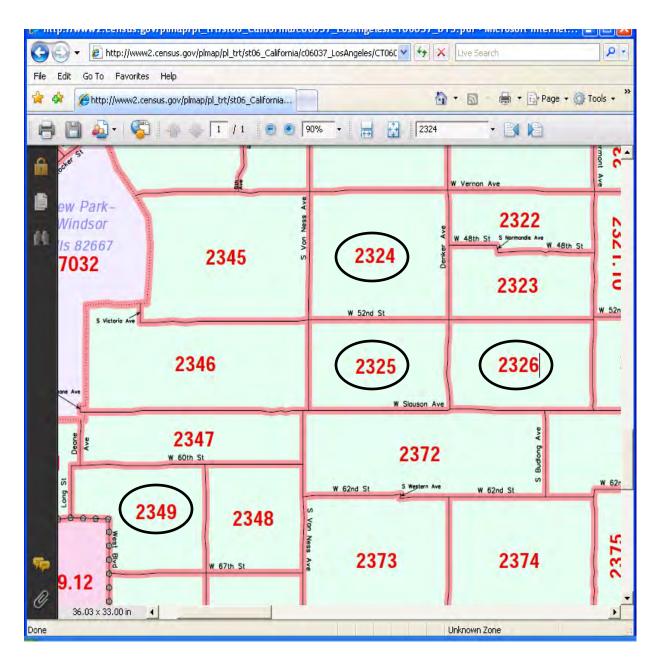


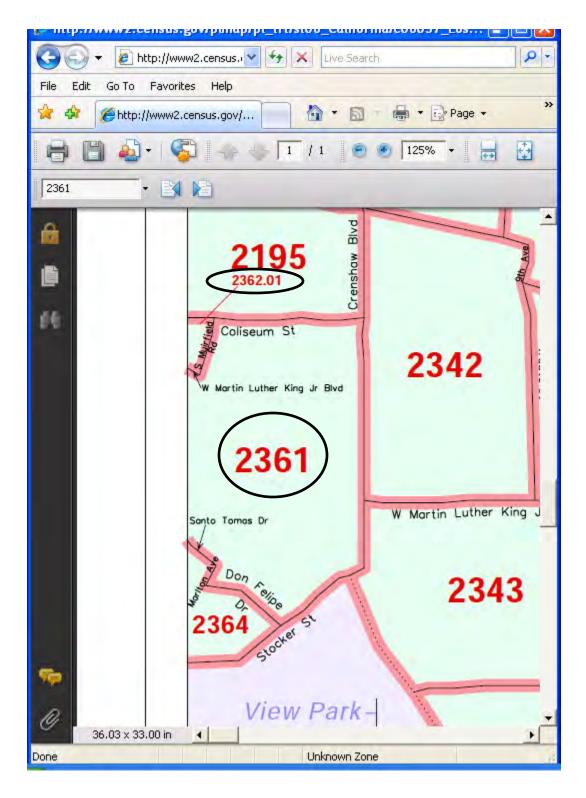




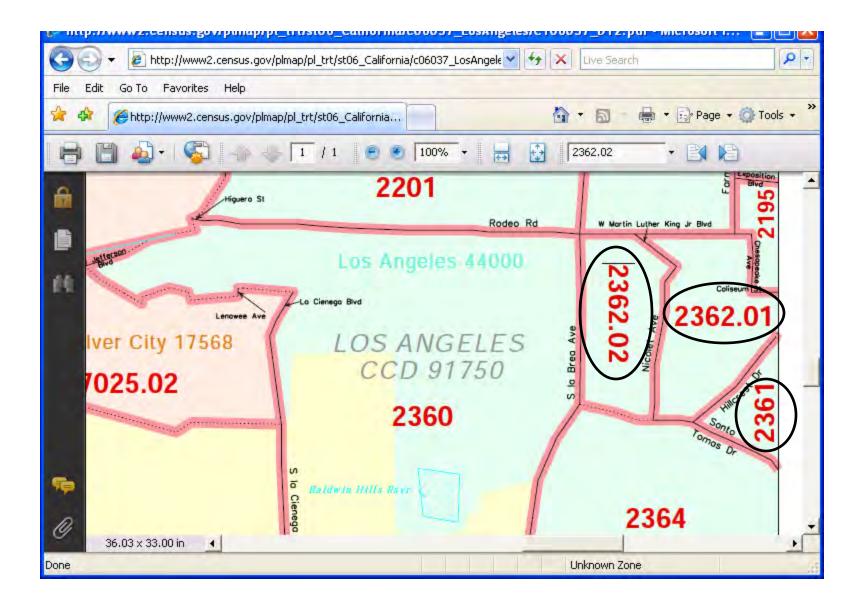


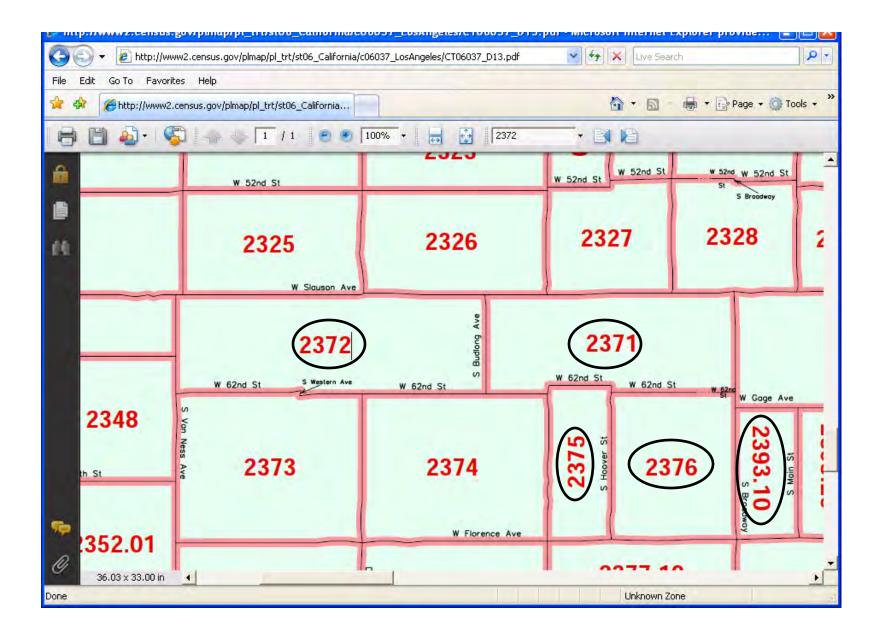
Central Census Map #8

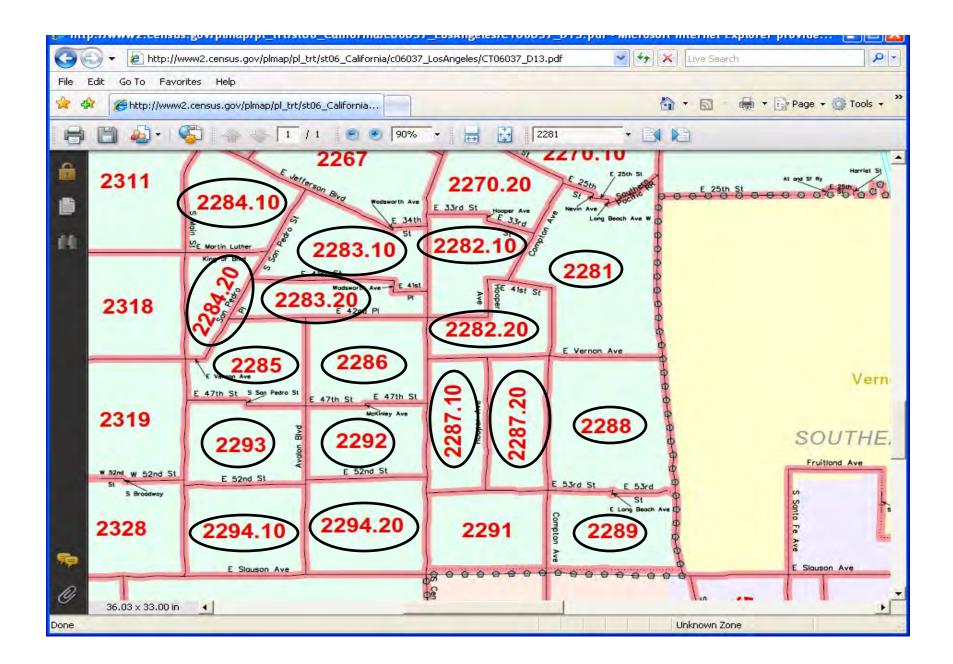


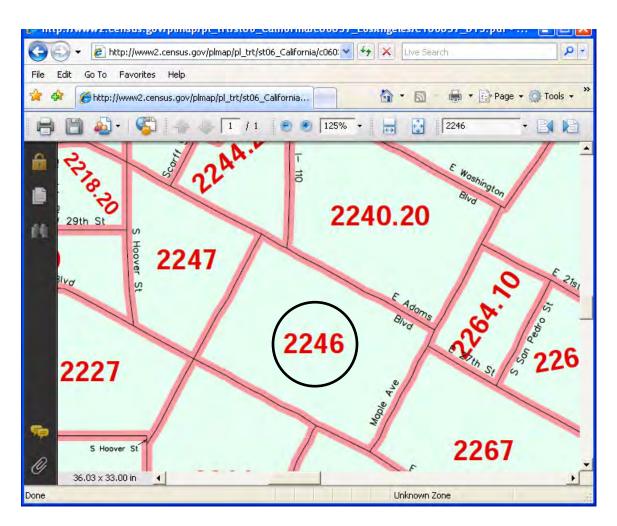


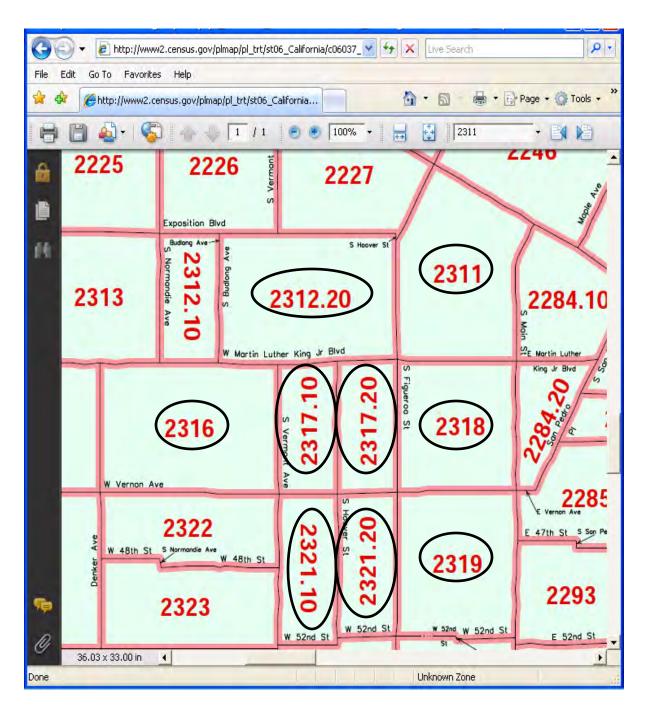
#### Census Map #10

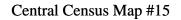


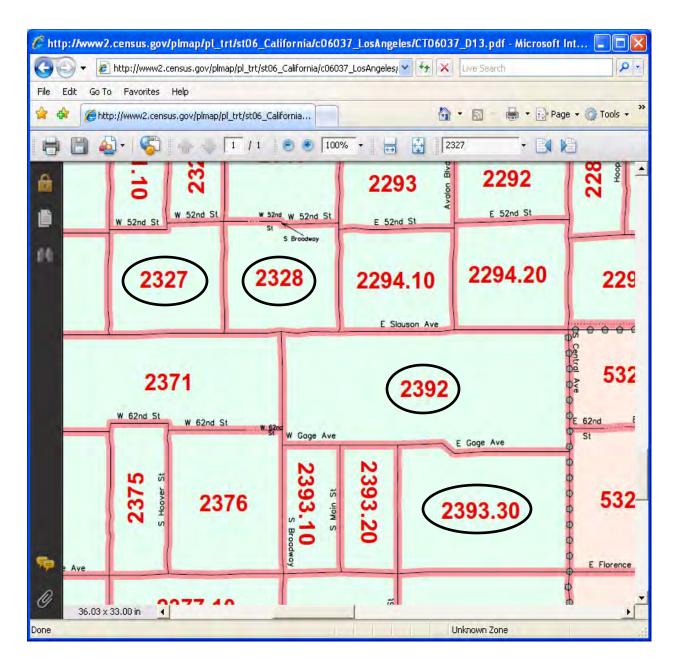


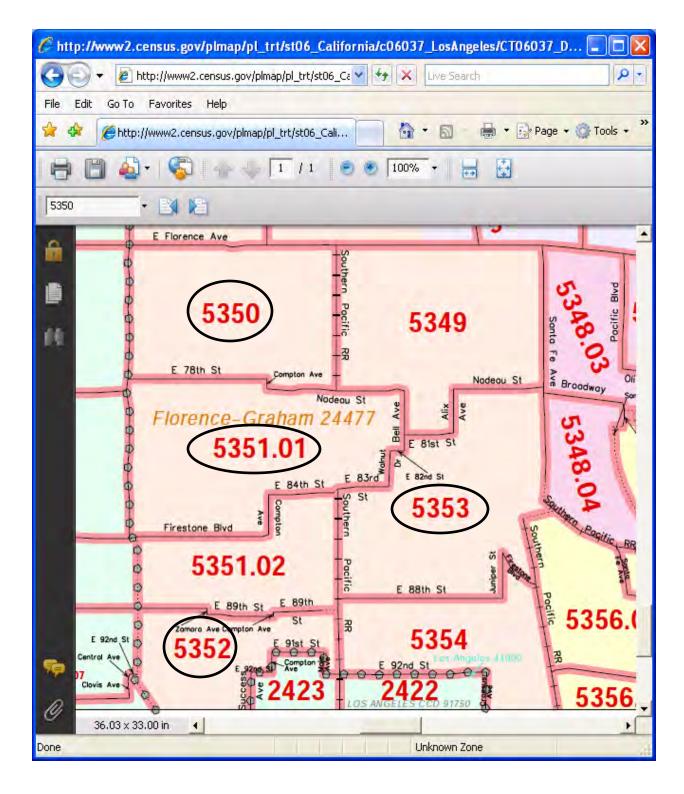


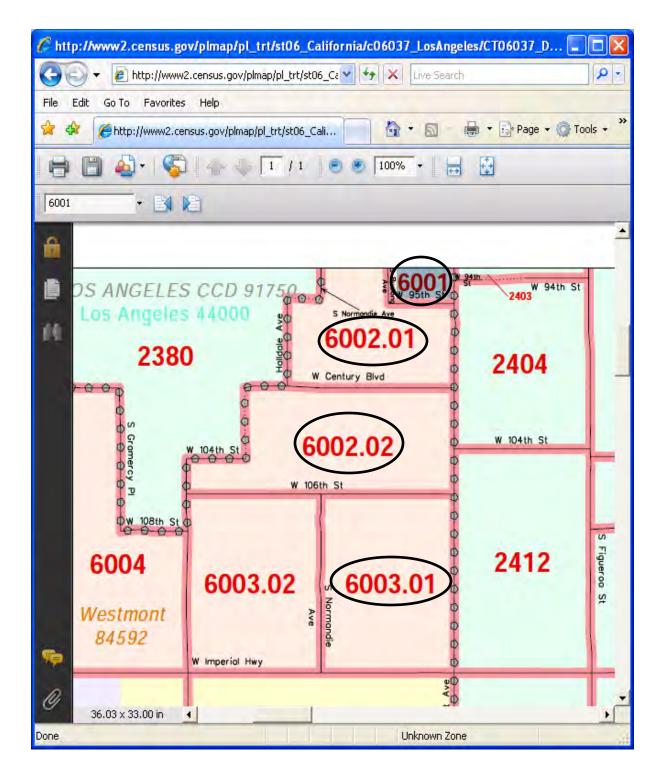


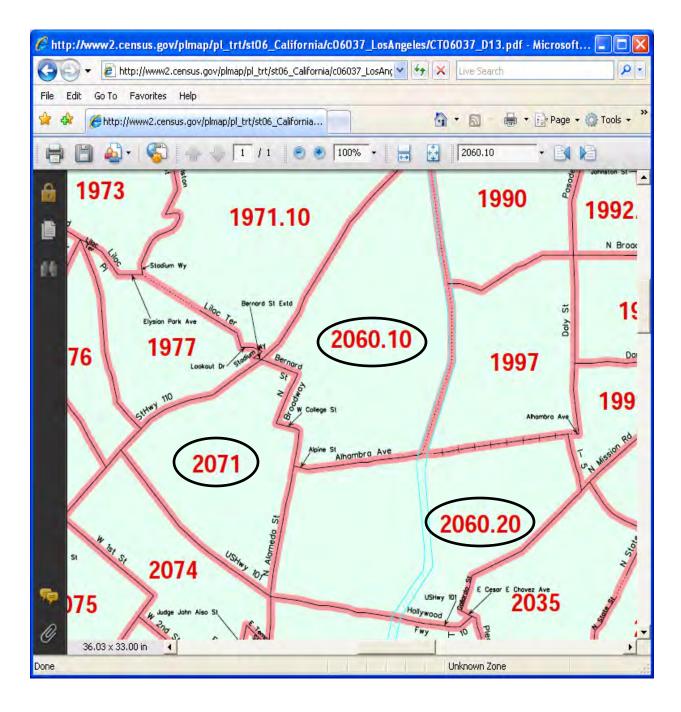


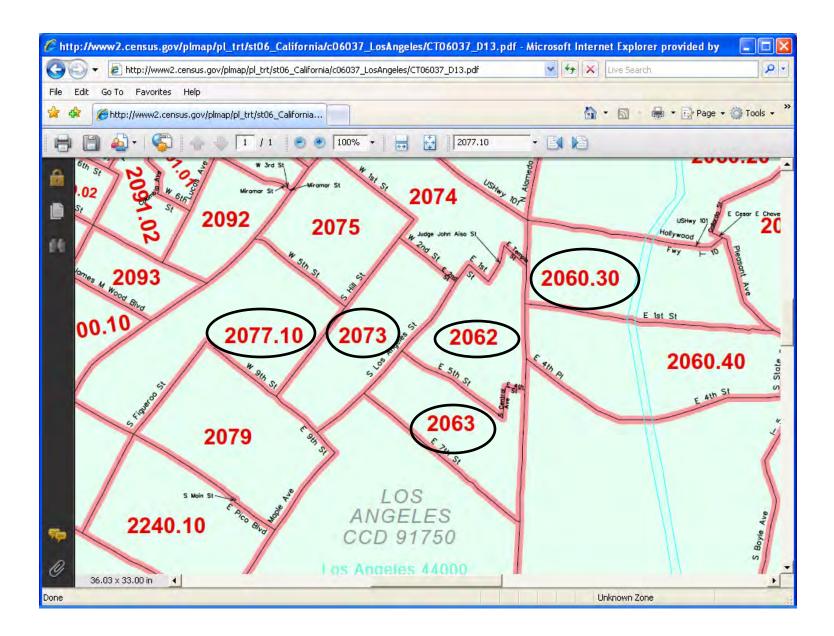


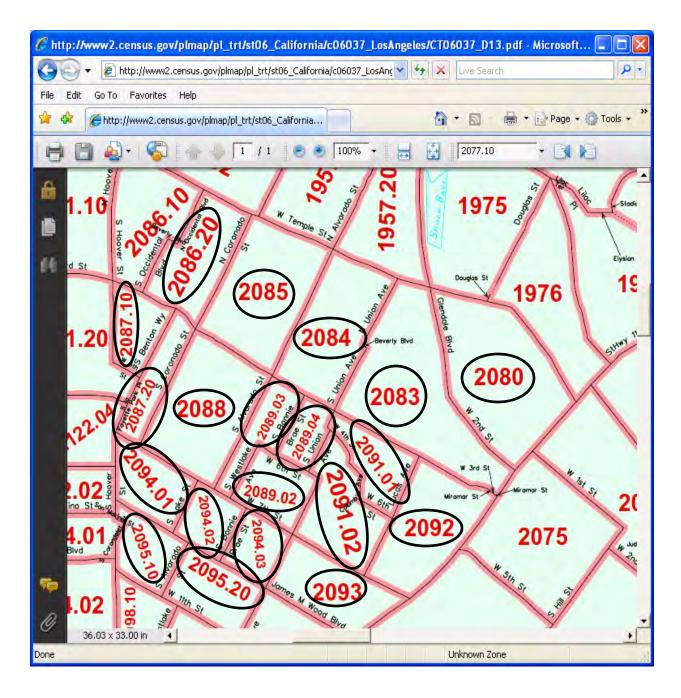


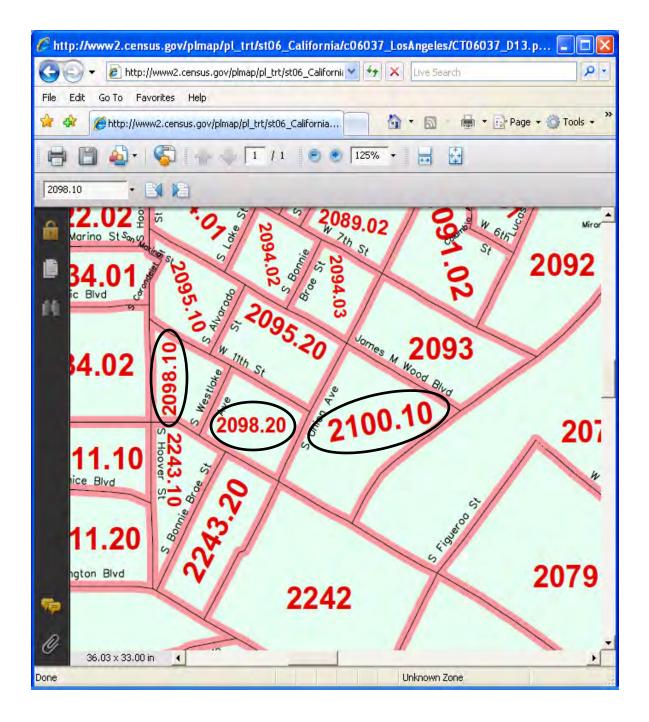


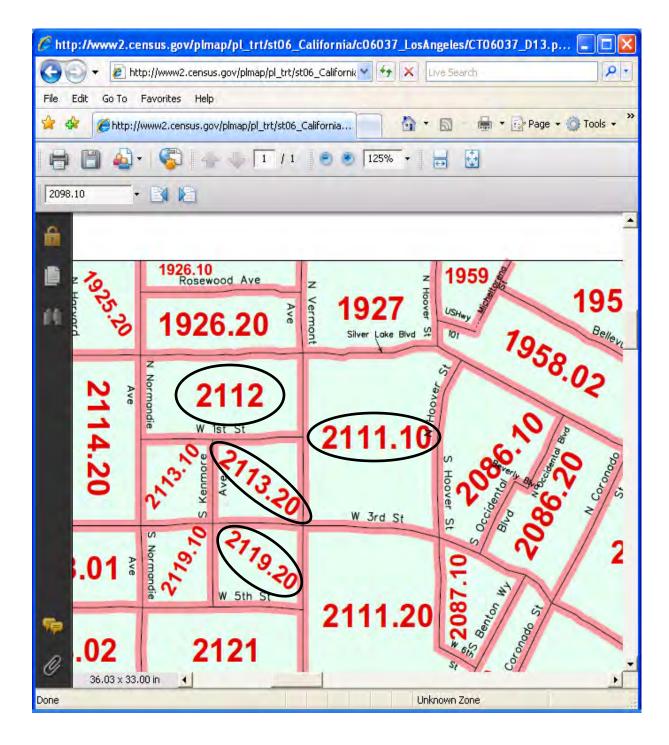




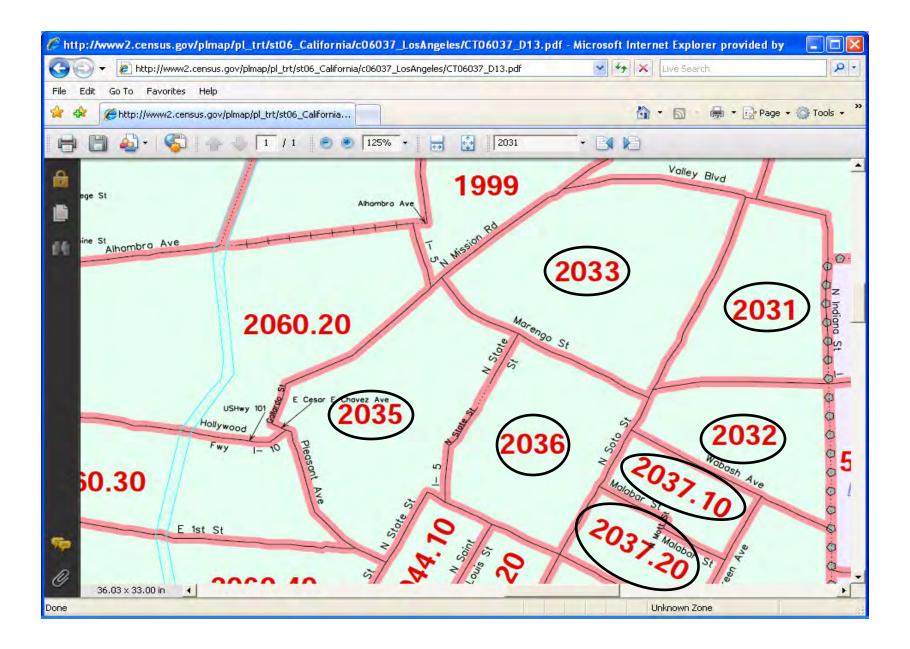




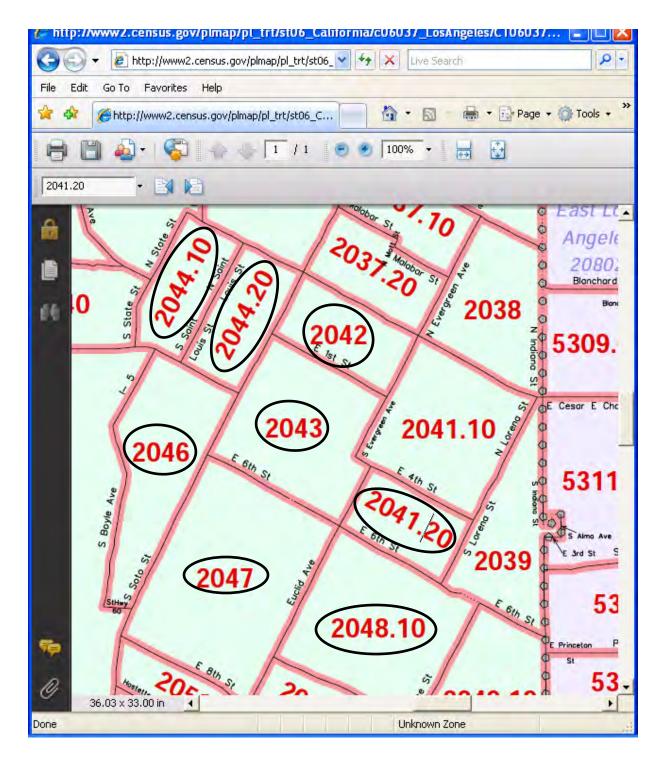




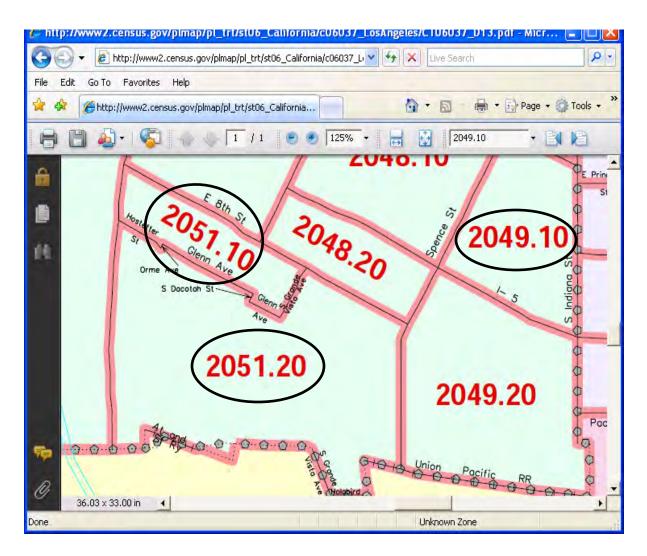
### East Census Map #1



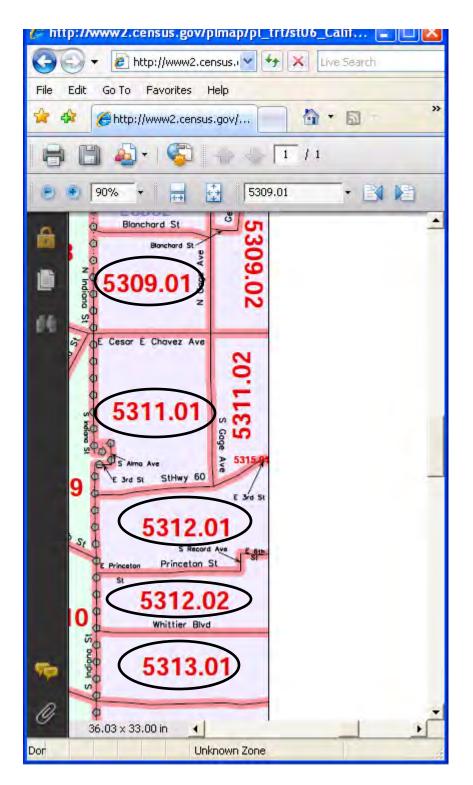
## East Census Map #2



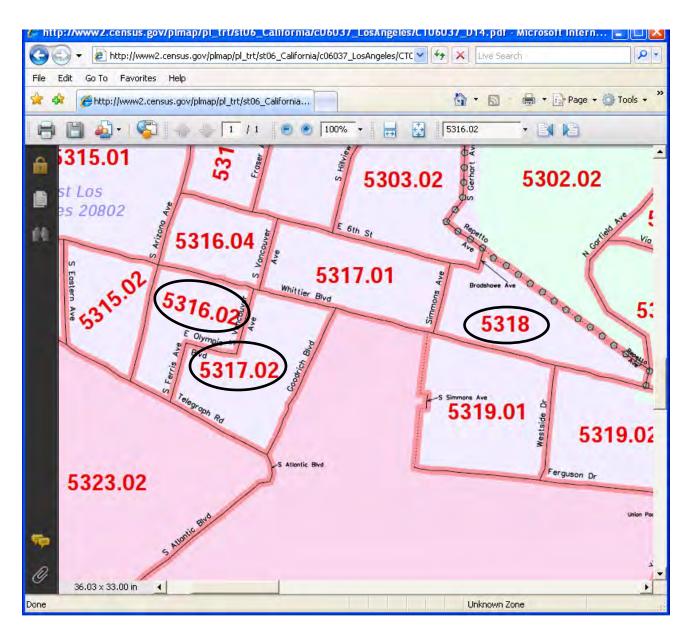
East Census Map #3

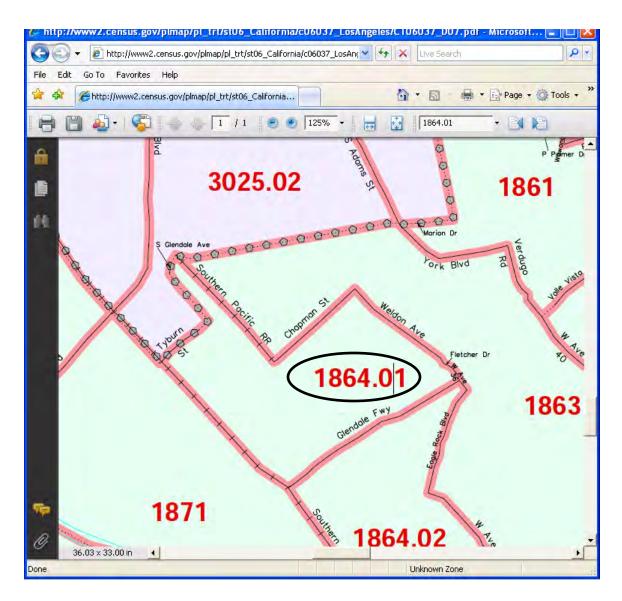


East Census Map #4

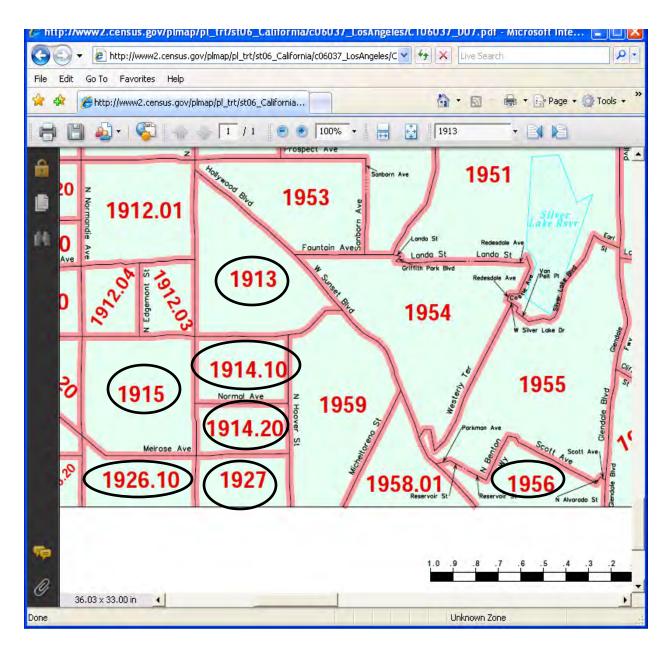


East Census Map #5

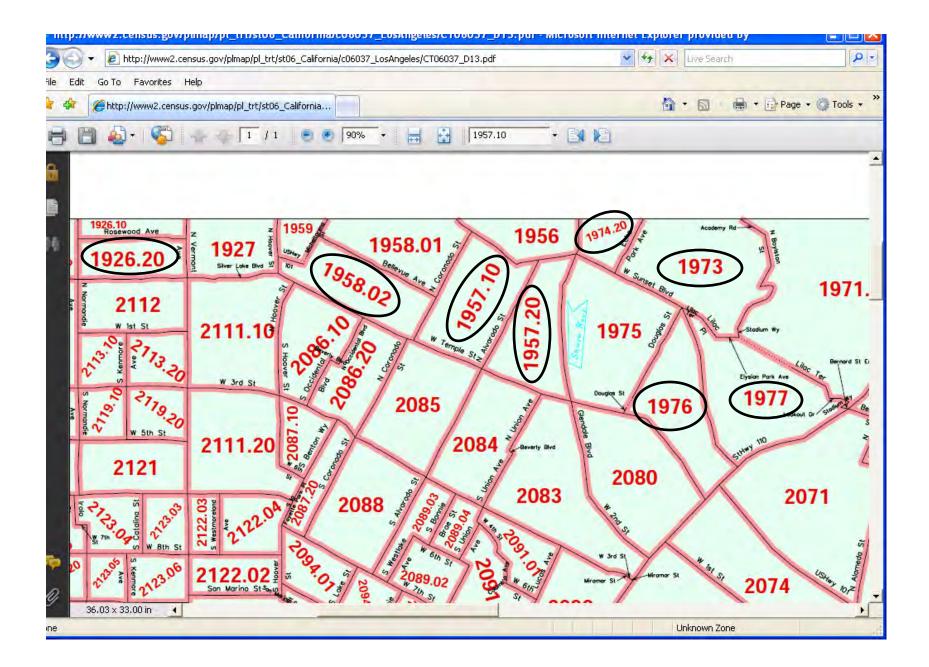




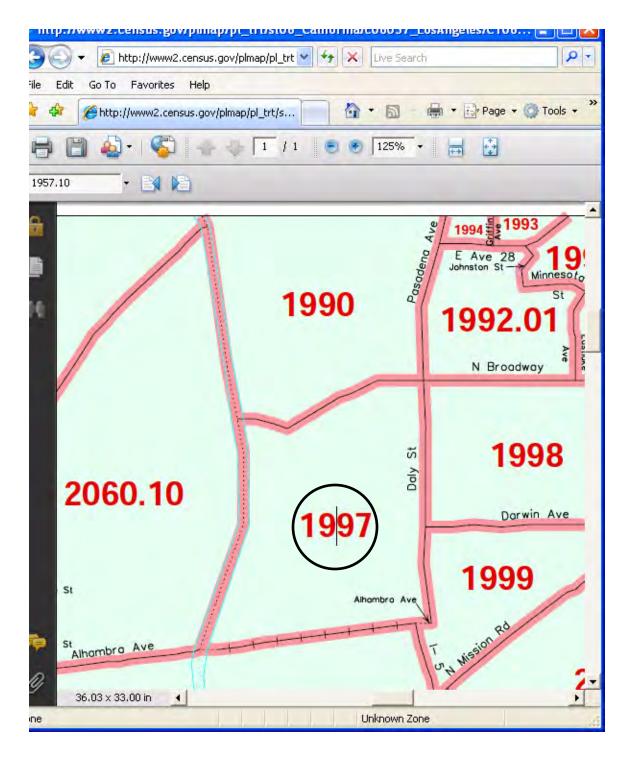
## Echo Park/Silverlake Census Map #1

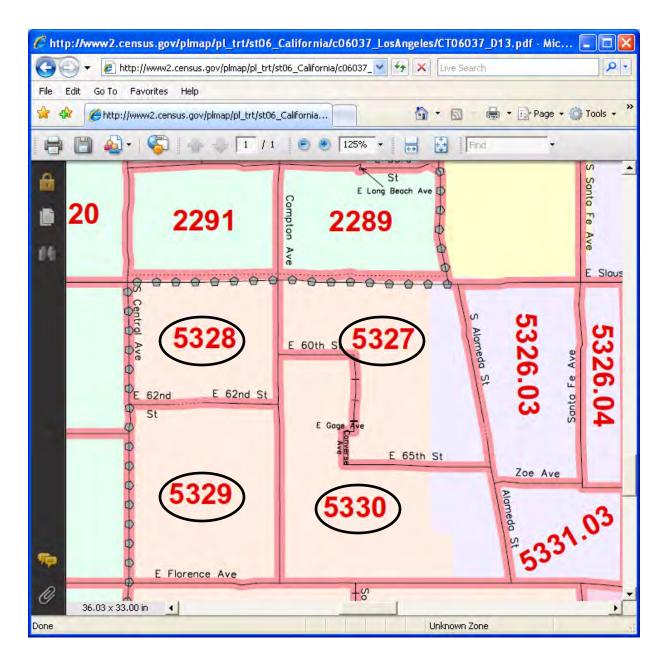


## Echo Park/Silverlake Census Map #2



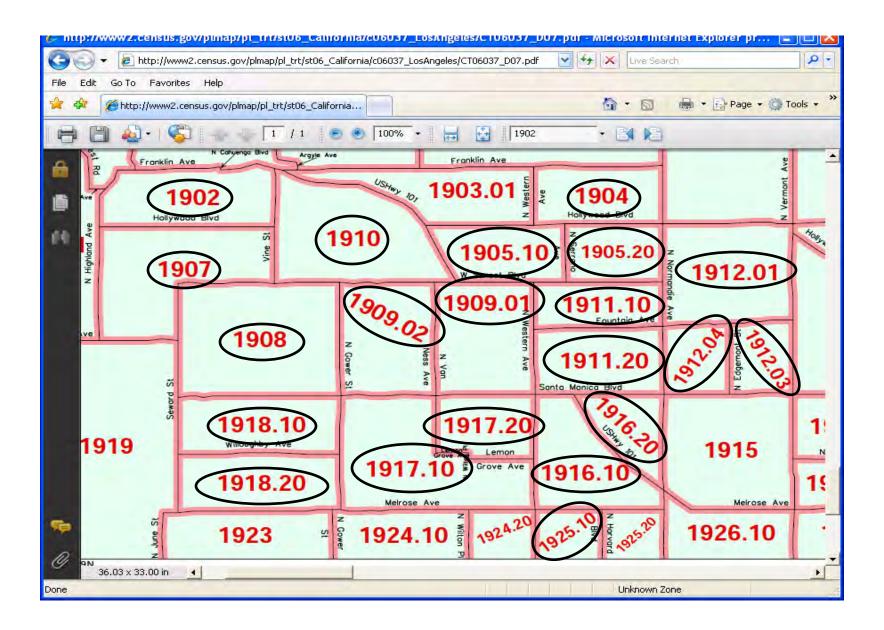
## Echo Park/Silverlake Census Map #4

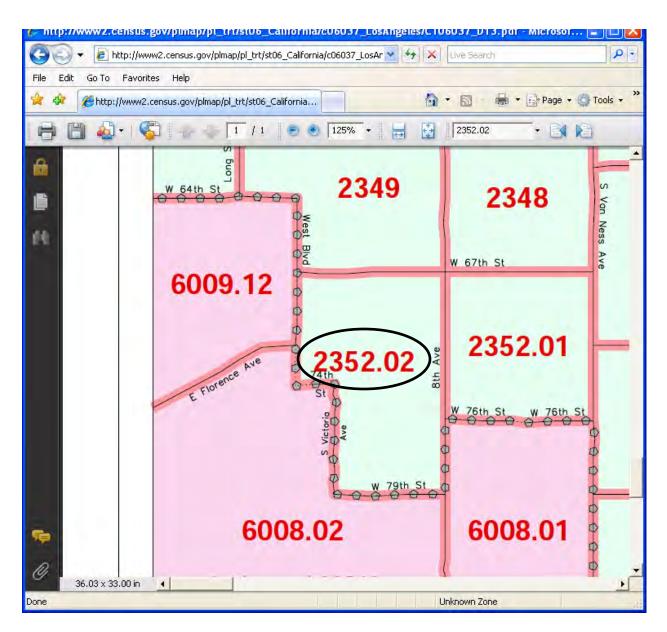




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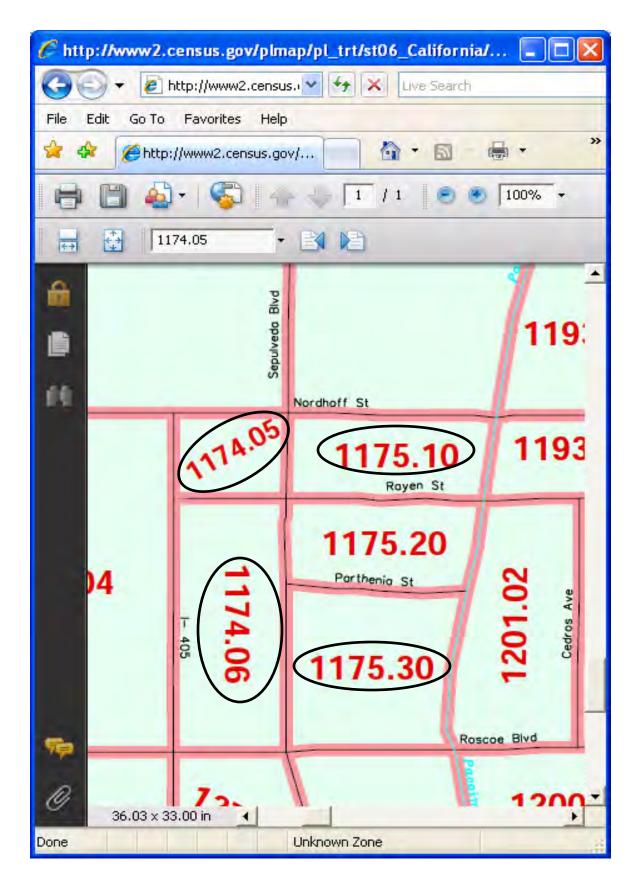
# Harbor City Census Map #1

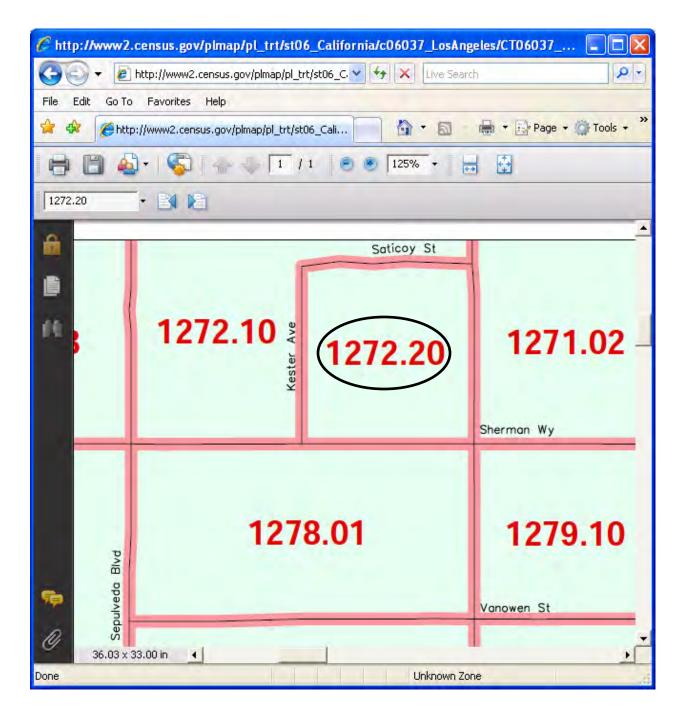


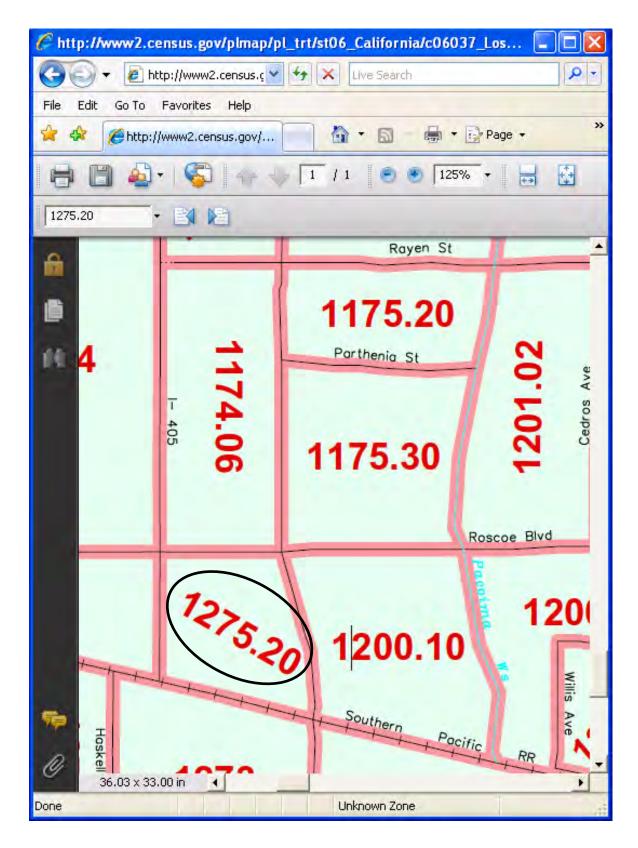


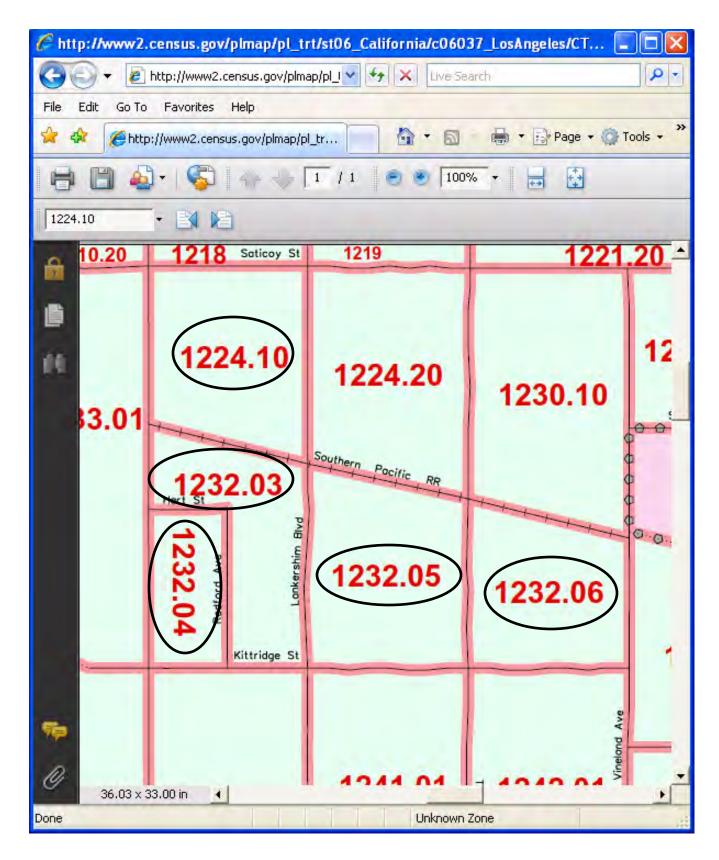
## Hyde Park Census Map #1

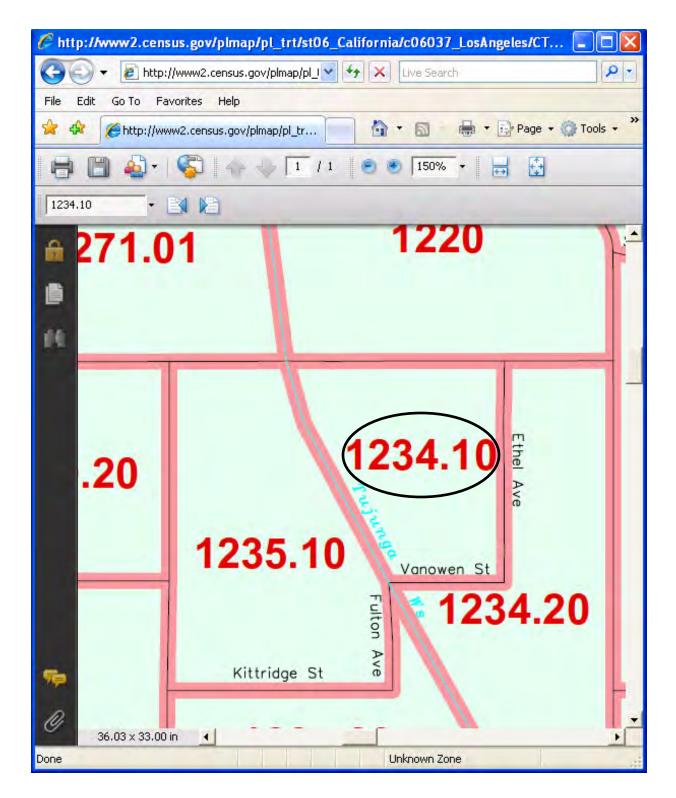
#### City of North Hills Census Map #1

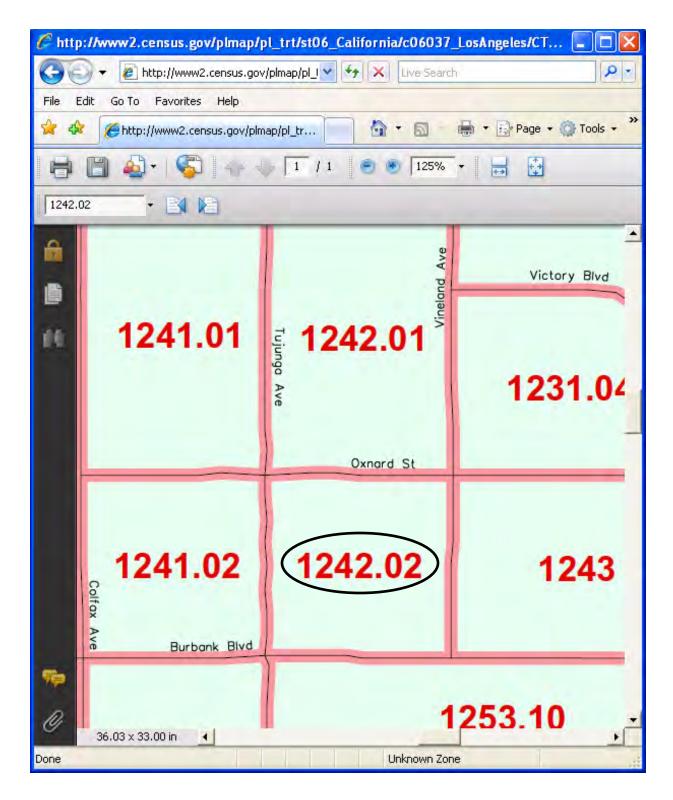




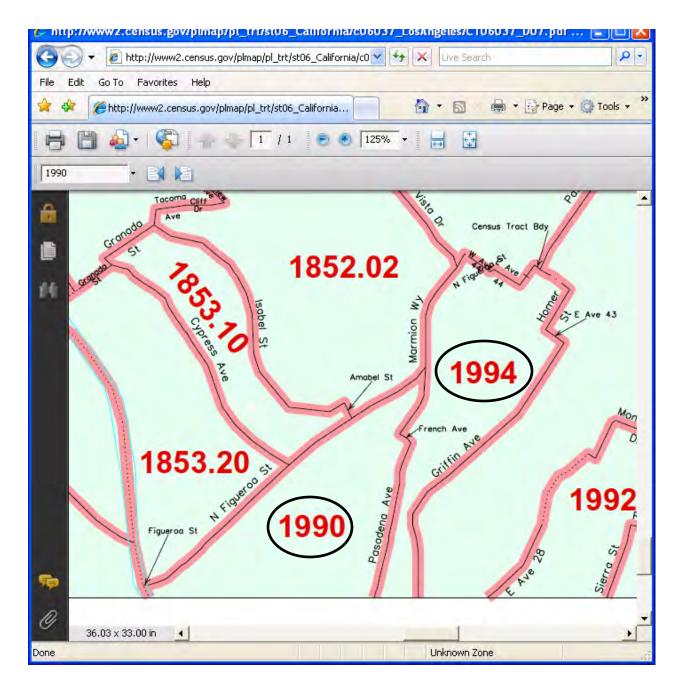


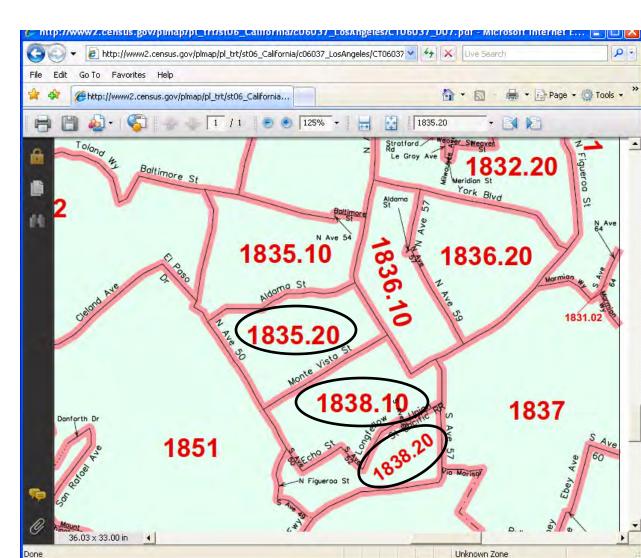




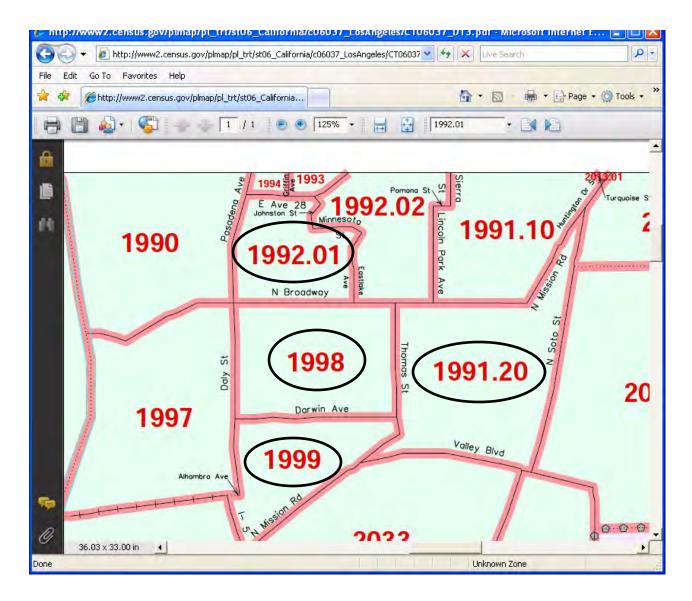


### Northeast Census Map #1

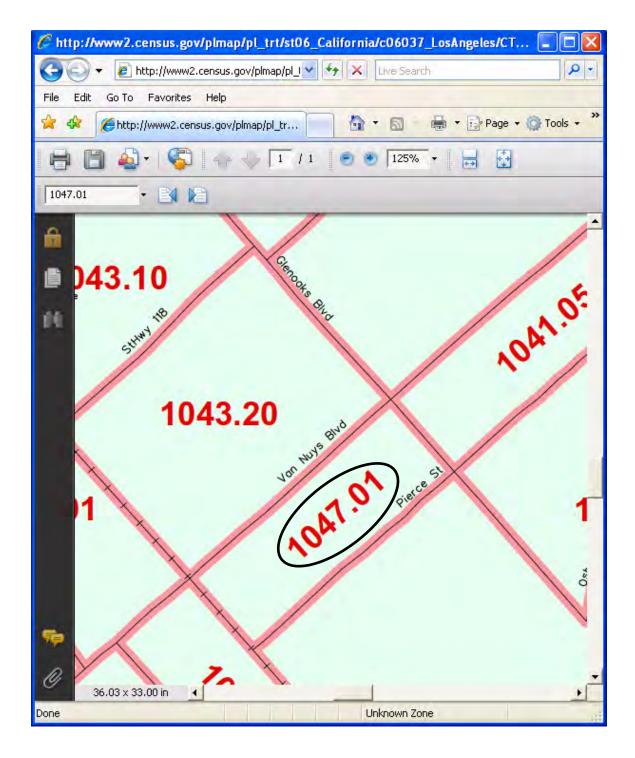




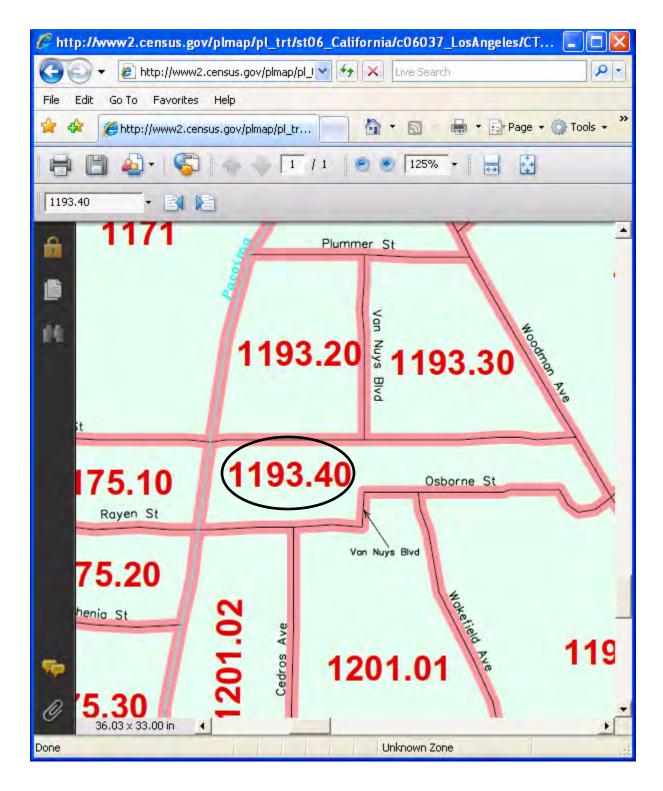
#### Northeast Census Map #3



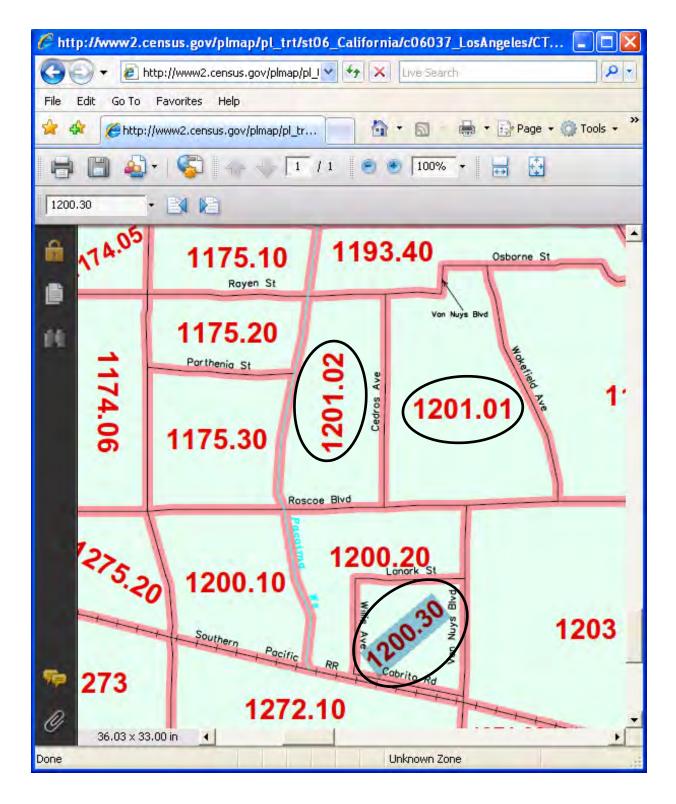
#### City of Pacoima Census Map #1

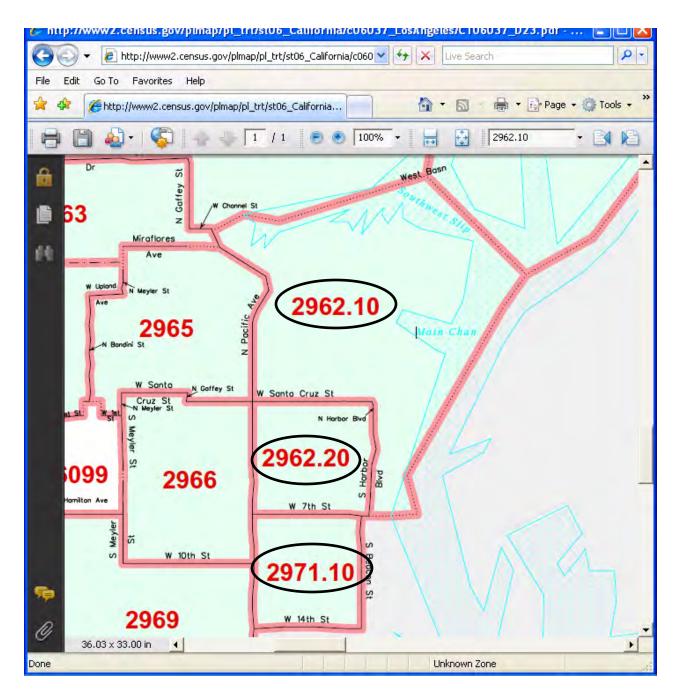


#### Panorama City Census Map #1

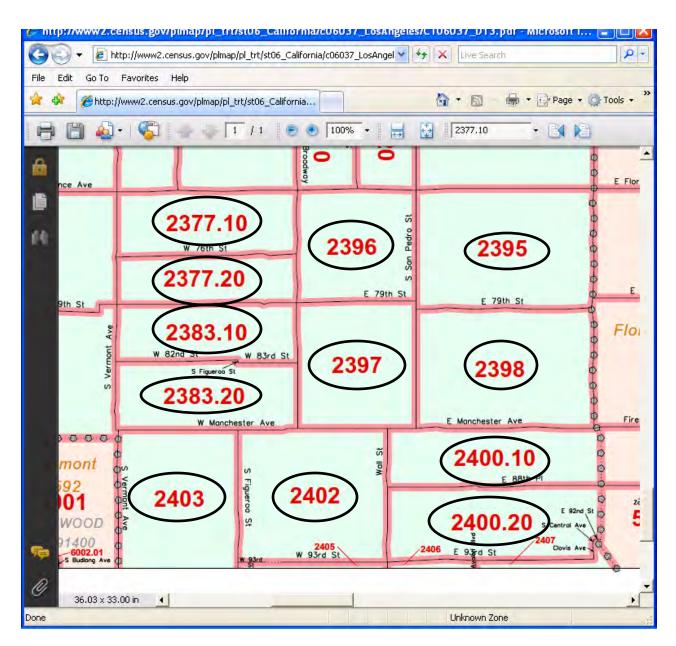


#### Panorama City Census Map #2

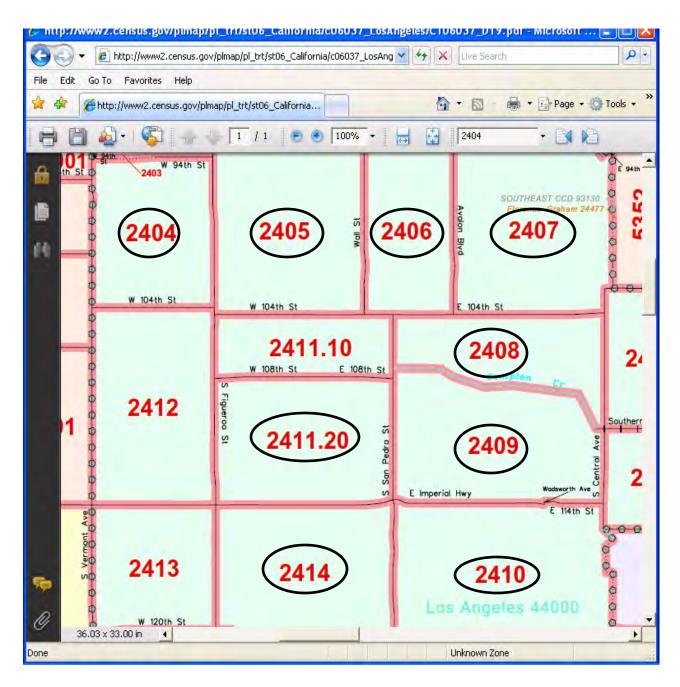




## San Pedro Census Map #1

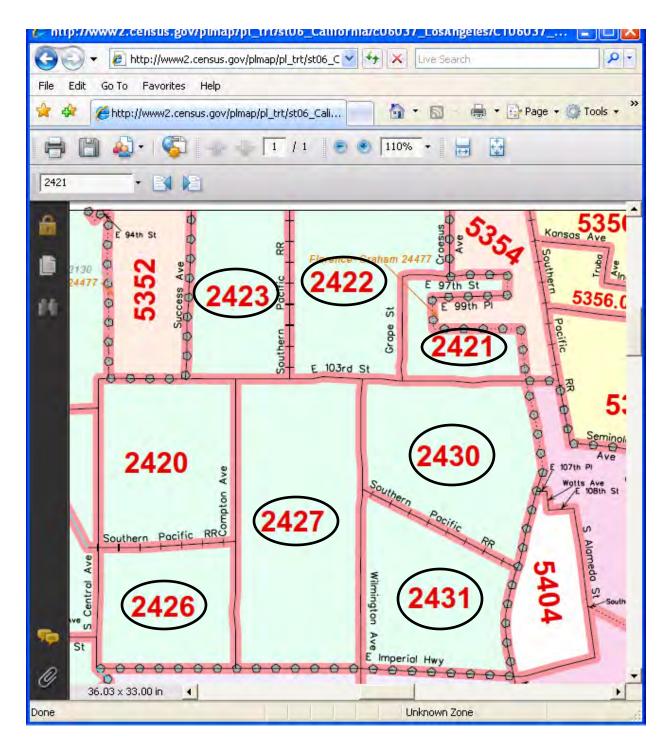


### South Central Census Map #1

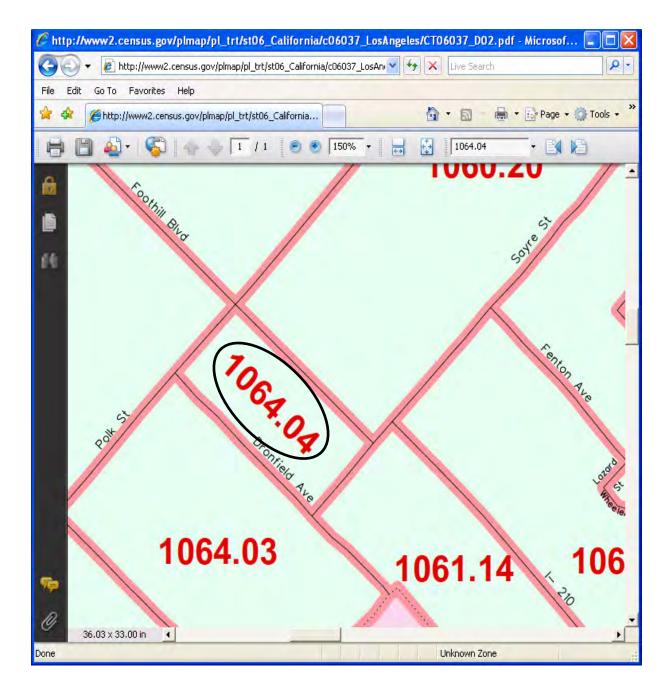


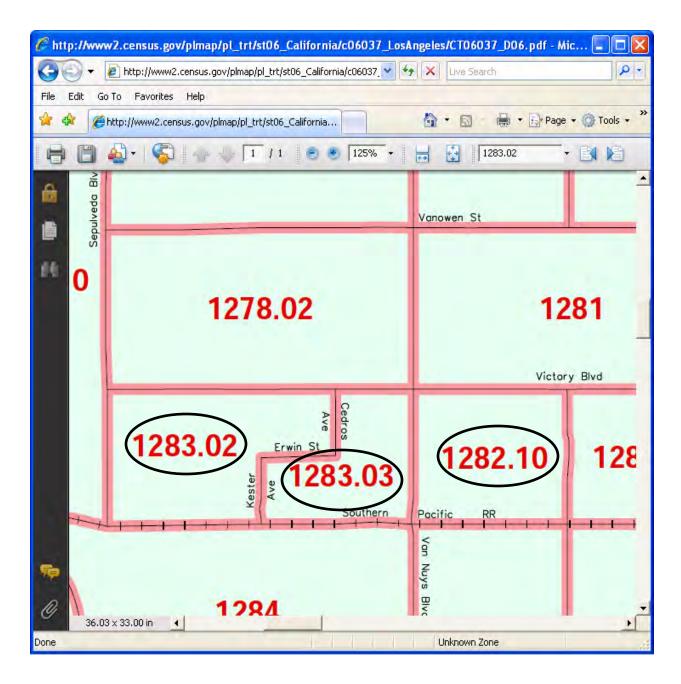
### South Central Census Map #2

#### South Central Census Map #3

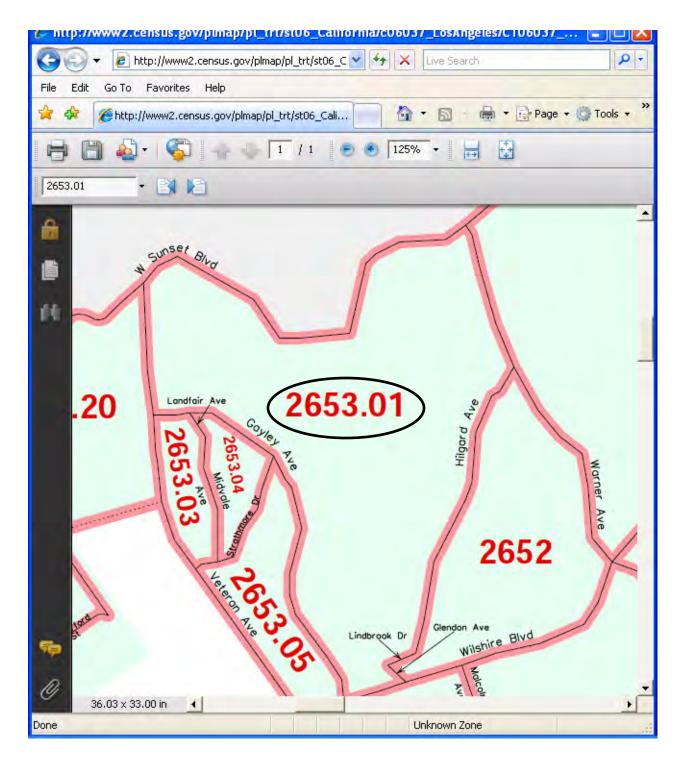


### City of Sylmar Census Map #1

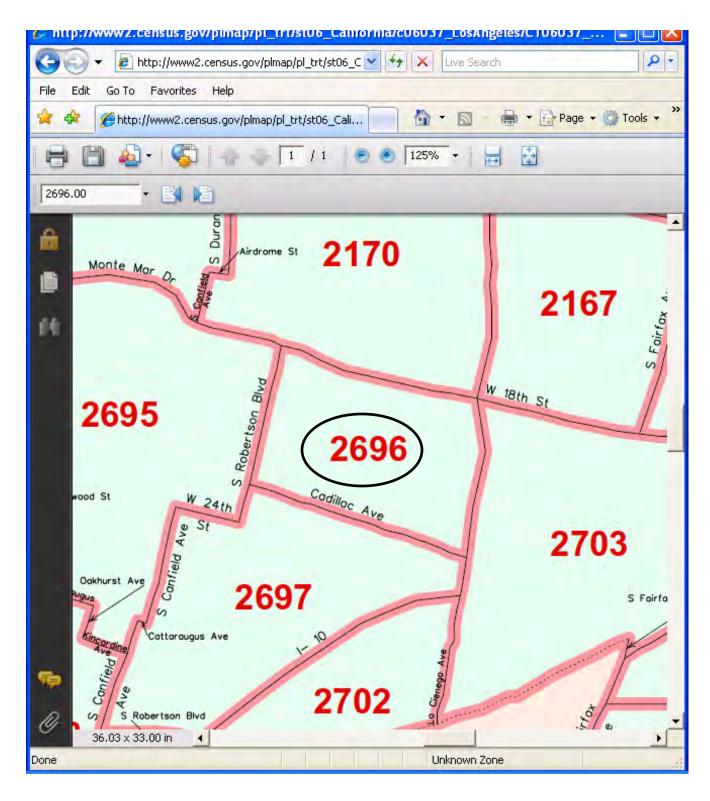




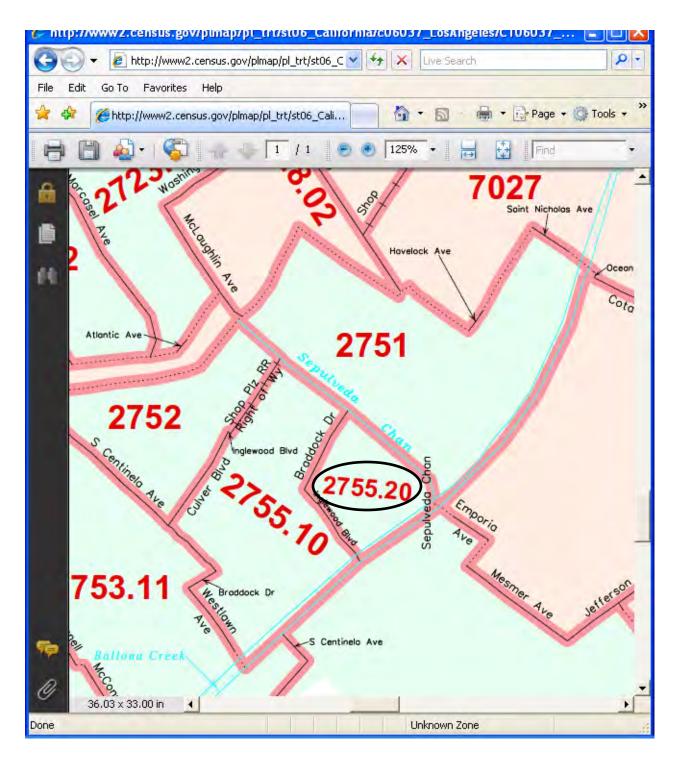
#### West Census Map #1



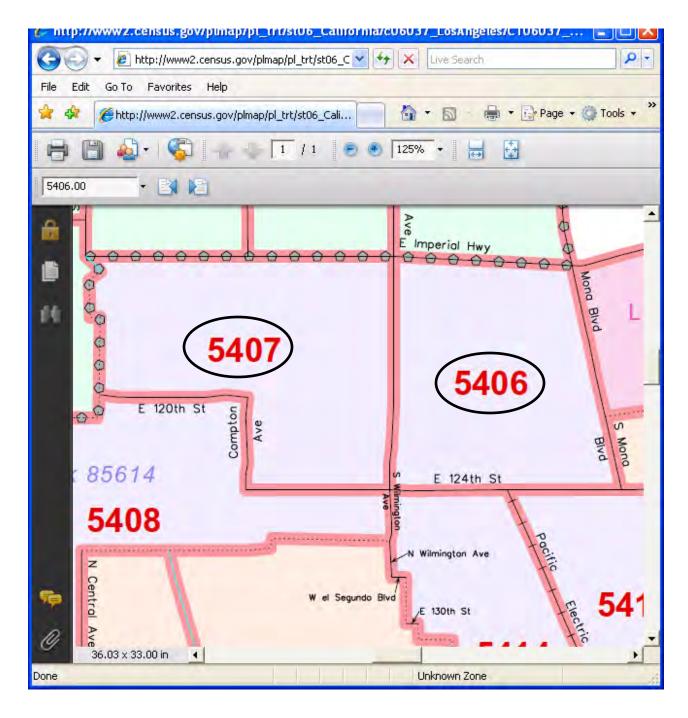
#### West Census Map #2



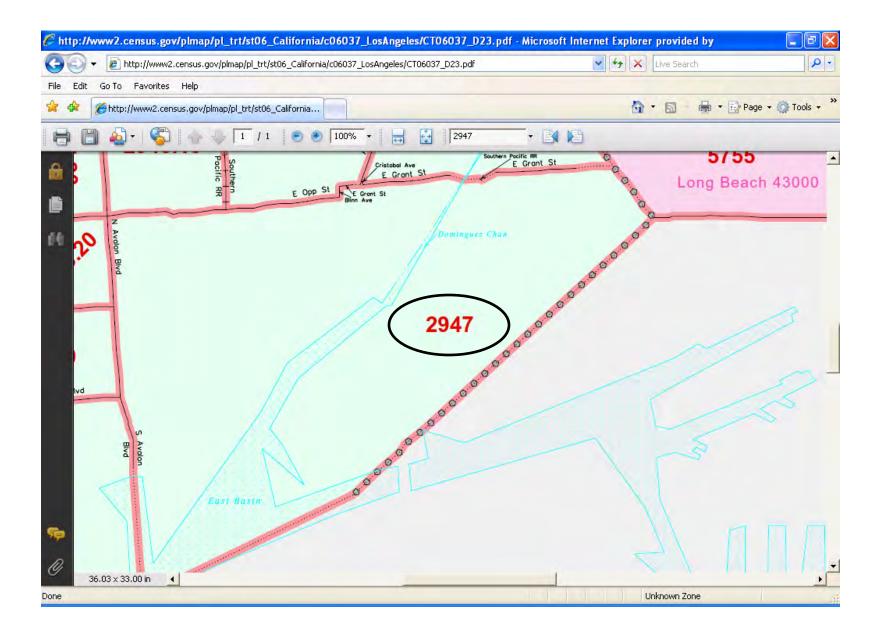
#### West Census Map #3



#### Willowbrook Census Map #1



#### Wilmington Census Map #1



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## Wilmington Census Map #2

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## Wilmington Census Map #3

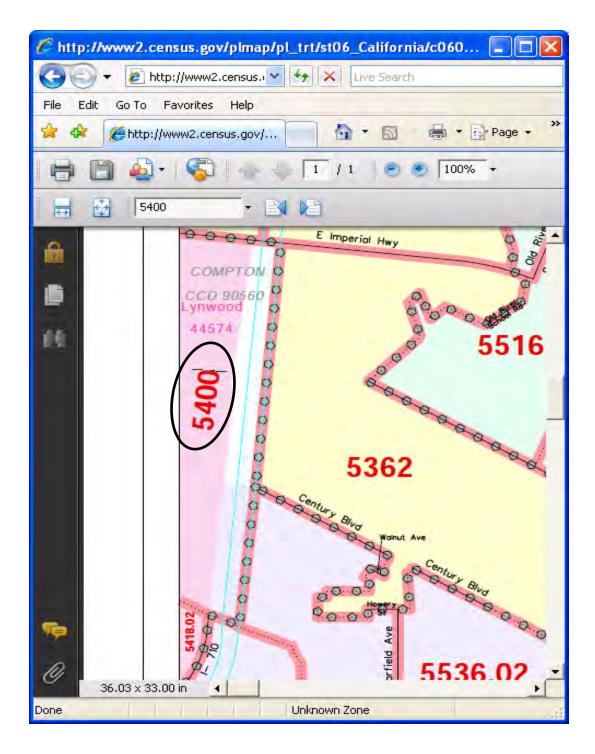
# City of Lynwood

NameCommentsApprovedNo City ProgramNo City Programwww.lynwood.ca.usNo City Program	Approved No City Program	Information
	No City Program	11330 Bullis Pood
Available Available Available	Available	Lynwood, CA 90262 Tel: 310-603-0220

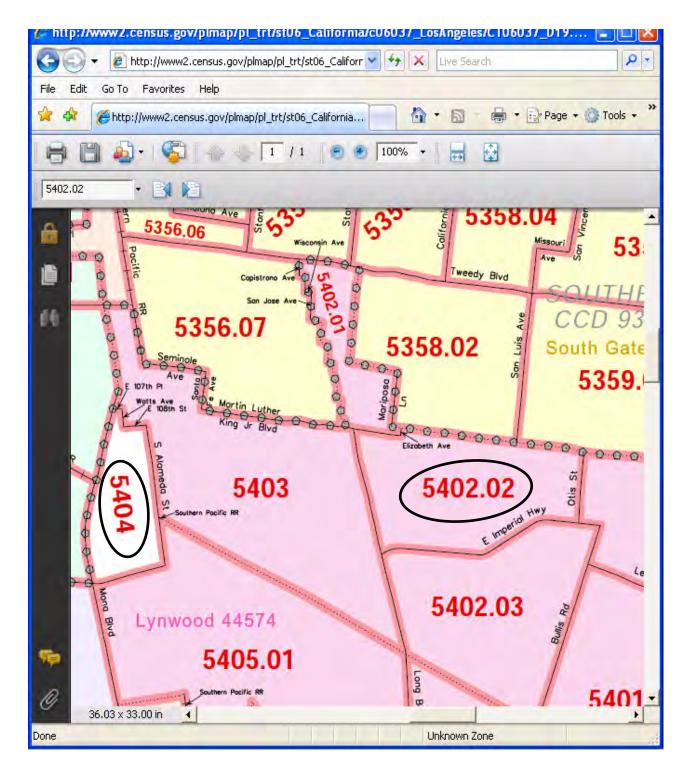
Census Tracts:

5400.00; 5402.02; 5404.00; 5405.02

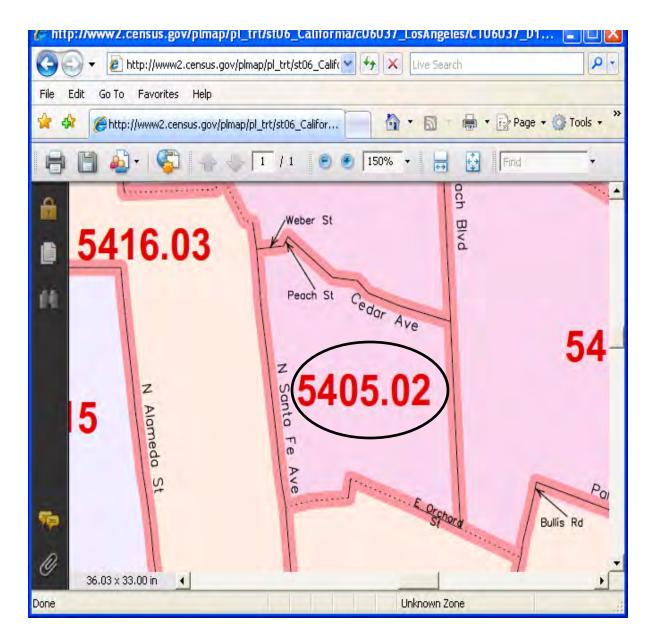
#### City of Lynwood Census Map #1



### City of Lynwood Census Map #2



#### City of Lynwood Census Map #3



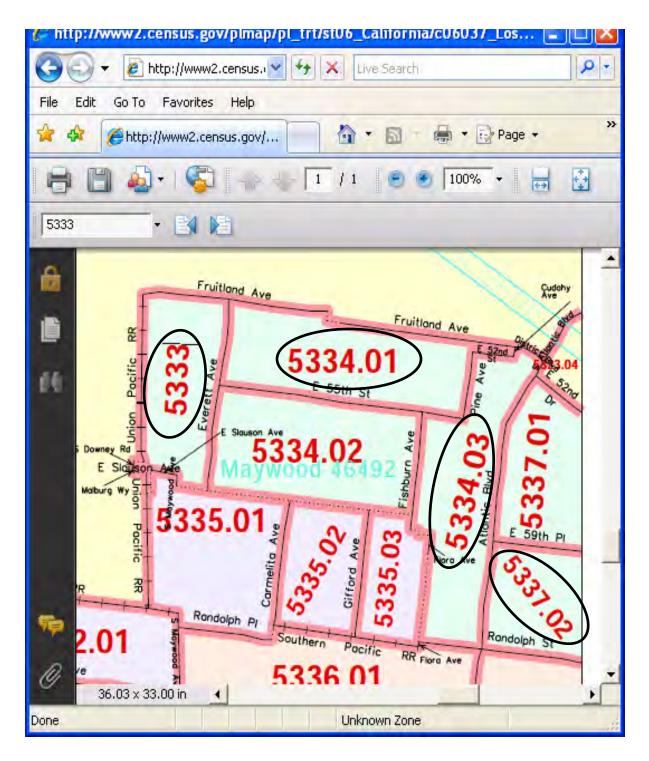
## City of Maywood

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
No City Program Available	No City Program Available	www.cityofmaywood.com	No City Program Available	No City Program Available	11330 Bullis Road Lynwood, CA 90262 Tel: 310-603- 0220

Census Tracts:

5333.00; 5334.01; 5334.03; 5337.02

### City of Maywood Census Map #1

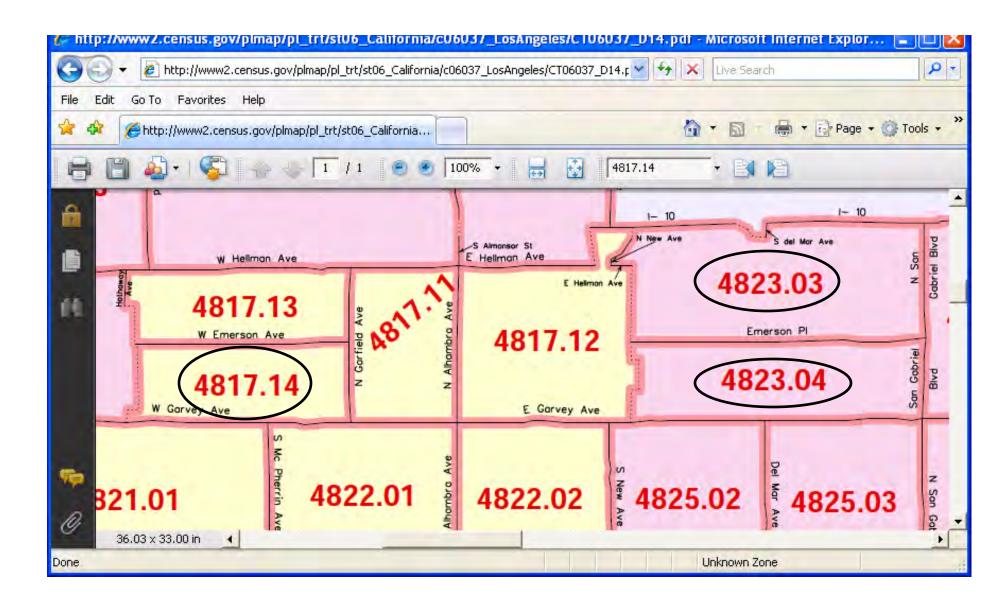


## City of Monterey Park

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
No City Program Available	No City Program Available	www.ci.monterey- park.ca.us	No City Program Available	No City Program Available	320 West Newmark Avenue, Monterey Park, CA 91754 (626) 307-1458

Census Tracts:

4817.14; 4823.03; 4823.04



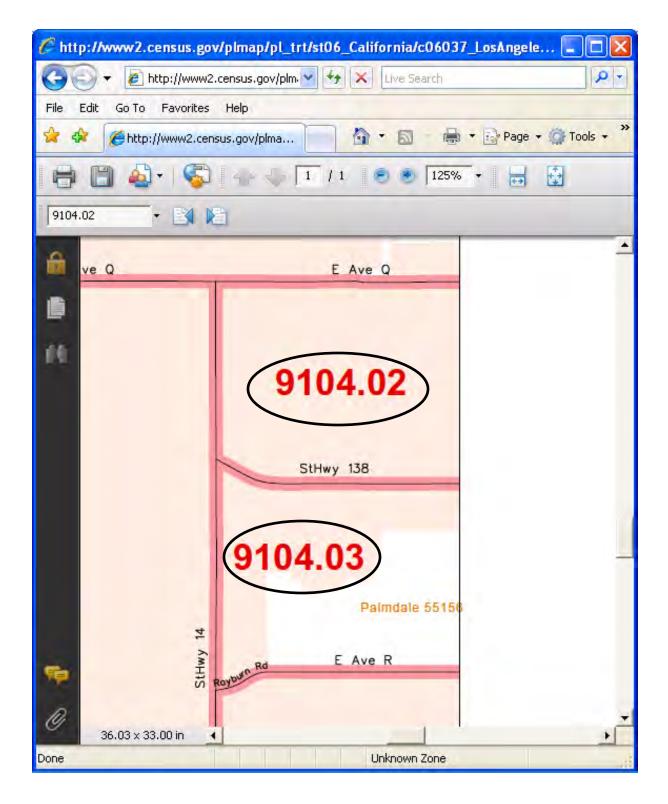
## City of Palmdale

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
No City Program Available	No City Program Available	www.cityofpalmdale.org	No City Program Available	No City Program Available	38300 Sierra Highway, Palmdale, CA 93550 661/267-5126, x1

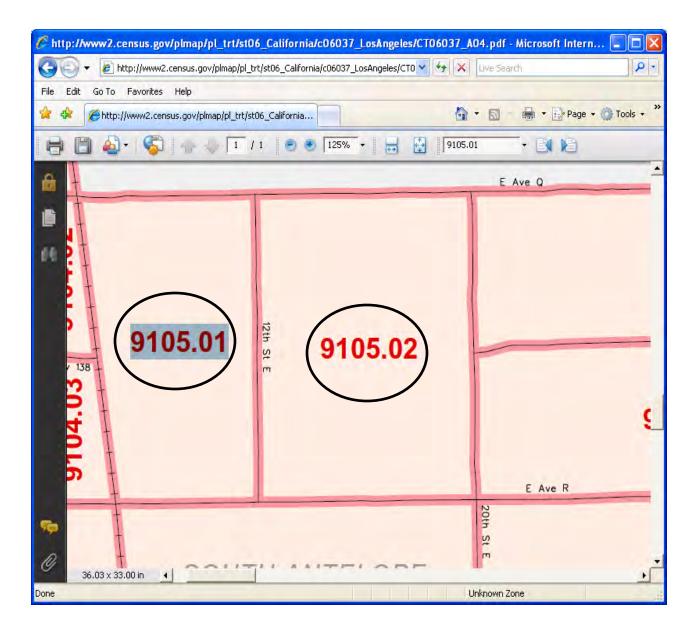
Census Tracts:

9104.02; 9104.03; 9105.01; 9105.02

## City of Palmdale Census Map #1



## City of Palmdale Census Map #2



# City of Pasadena

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
Homeownership Opportunities Program	HHCA only, Available within City Limits	www.ci.pasadena.ca.us	In Process	In Process	James Wong 649 North Fair Oaks Ave. Ste. 202 Pasadena, CA 91109 Busi: 626-744-8316 e-mail: jwong@cityofpasadena.net FAX: 626-744-8330

Census Tracts:

4620.00



# HOUSING DEPARTMENT

# Homebuyer Assistance Programs August 2010

# Homeownership Opportunities Program (HOP)

This program provides down payment loan assistance. Applicant must be a first-time homebuyer with an income not exceeding moderate income limits and complete a HUD-approved homebuyer education program. Other criteria and restrictions apply. Some key provisions of the program are as follows:

- Maximum loan amount is \$100,000 secured by a trust deed
- 45-year loan term at 1.5% interest rate for low income borrower and 3.0% for moderate income borrower
- 3% minimum down payment requirement
- Loan repayment is deferred during the first five (5) years of the loan term and no interest accrues during this period. Monthly loan payments (40-year amortization) are due and payable beginning on the fifth (5<sup>th</sup>) anniversary of loan closing.
- In the event of a re-sale, the City has the first right of refusal to acquire the home at below market price. Otherwise, the borrower is required to re-repay the outstanding amount owed on the HOP loan plus a share of the property's equity appreciation.
- The borrower is required to reside in the home as his/her primary place of residence.

For more information on the program, how to apply, and funding availability, please contact Aldra Allison, Program Coordinator at (626) 744-8314 or <u>aallison@cityofpasadena.net</u>

### CalHOME Mortgage Assistance Program

The Mortgage Assistance Program is funded under the State of California CalHome program and provides down payment loan assistance to low-income home buyers. In order to qualify, applicant must be a first-time homebuyer and complete a HUD-approved homebuyer education program. Other criteria and restrictions apply. Some key loan provisions are as follows:

- Maximum loan amount is \$60,000 secured by a trust deed
- 30-year loan term at 3% fixed interest rate (simple)
- Payments are deferred for full term of loan; outstanding principal and accrued interest are due upon loan maturity

For more information on the program, how to apply, and funding availability, please contact Aldra Allison, Program Coordinator at (626) 744-8314 or <u>aallison@cityofpasadena.net</u>

#### **Closing Cost Program**

The Closing Cost Program is funded with a grant from the Pasadena-Foothills Association of REALTORS. It assists qualified homebuyers to pay for non-recurring closing costs. In order to qualify, applicant must be a first-time homebuyer of low or moderate income and complete a HUD-approved homebuyer education program. Other criteria and restrictions apply. Some key loan provisions are as follows:

- Maximum loan amount is \$5,000 secured by a trust deed
- 5-year loan term at 3% fixed interest rate (simple)
- Monthly amortized payments required

For more information on the program, how to apply, and funding availability, please contact Aldra Allison, Program Coordinator at (626) 744-8314 or <u>aallison@cityofpasadena.net</u>

#### Inclusionary Housing

The City of Pasadena administers an Inclusionary Housing ordinance (Section 17.42 of the Zoning Code) which requires that 15% of the dwelling units in residential for-sale developments of 10 or more units must be restricted as affordable housing for moderate income homebuyers (the ordinance also applies to rental housing projects -- 10% of the units are restricted to low income renters and 5% to moderate income renters). For more information, please contact Jim Wong, Senior Project Manager at (626) 744-8316 or jwong@cityofpasadena.net.

#### HUD Approved Housing Counseling Agencies

Los Angeles Neighborhood Housing Services - (213) 381-2862; Pasadena Office (626)794-7191 3926 Wilshire Blvd., Suite 200, Los Angeles, CA 90010 Website: <u>www.lanhs.org</u>

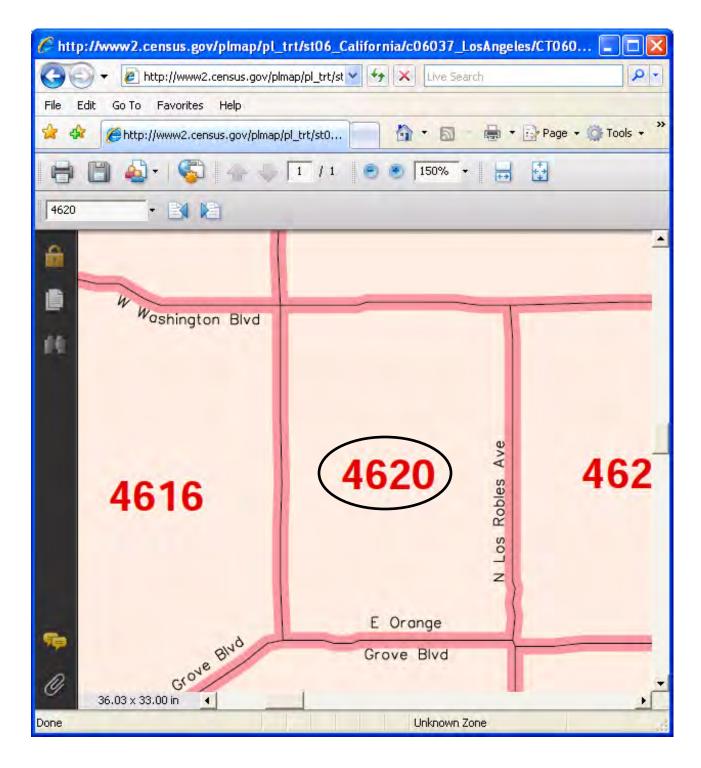
Los Angeles Community Development Commission – (323) 890-7281 California State University, Los Angeles 5151 State University Drive, Los Angeles, CA 90032

Montebello Housing Development – (323) 722-3955 1619 Paramount Blvd., Montebello, CA 90640 Website: <u>www.mtbhousingcorp.com</u>

East LA Community Corporation – (323) 269-4214 530 South Boyle Avenue, Los Angeles, CA 90033 Website: <u>www.elacc.org</u>

Operation HOPE – (323) 290-2405 3721 S. La Brea Avenue, Los Angeles, CA 90016 Website: <u>www.operationhope.org</u>

# City of Pasadena Census Map #1



# Redevelopment Agency of the City of Pomona

Program	Special	Website	FHA	Conventional	Contact
Name	Comments		Approved	Approved	Information
Neighborhoods In Progress FTHB-MAP	Available within City Limits	www.ci.pomona.ca.us	In Process	In Process	Lily Gonzalez 505 So. Garney Ave. Box 660 Pomona, CA 91769 Busi: 909-620-2368 e-mail: map@ci.pomona.ca.us FAX: 909-620-4567

Census Tracts:

4023.02; 4025.01; 4088.00; 4027.02; 4028.01; 4028.02; 4620.00

#### **First Time Homebuyer**

#### Mortgage Assistance Program (MAP)

- What is "MAP"?
- How does the program work?
- Who is eligible?
- What is the maximum home purchase price?
- How much can a homebuyer borrow?
- How much money do I need?

#### What is MAP?

Mortgage Assistance Program (MAP) is a deferred loan program that provides eligible families with down payment and closing cost assistance to secure financing for the purchase of a single-family home or detached condominium in Pomona. There are no monthly payments and the second mortgage is due and payable only when the home is sold, refinanced with cash out, a change in title occurs, or at the end of 45 years. The City of Pomona will additionally share in the equity growth based on the percentage of City assistance to the purchase price with 1/45 of the calculated equity sharing forgiven for each full year of occupancy by the borrower.

#### How does the program work?

- The Homebuyer goes to a <u>participating lender</u> and must qualify for a first trust deed mortgage loan. The Homebuyer informs the lender of his/her intent to participate in the City of Pomona Mortgage Assistance Program. The Homebuyer must meet established affordable housing cost requirements calculated by the lender.
- Attend a HUD approved 8 hour Homebuyer Educational Workshop at (1) Neighborhood Partnership Housing Services, Inc., 320 W. "G" St., Ontario, CA 91762 (800) 761-6747, (2) Montebello Housing Development Corporation, 1619 Paramount Blvd., Montebello, CA 90640 (323) 722-3955, or (3) Neighborhood Housing Services of the Inland Empire, 1390 N. "D" St., San Bernardino, CA 92405 (909) 884-6891.
- Find a house.
- Escrow opens.
- The Lender sends the entire application to the Housing Division. The Housing Division sends a letter to the Homebuyer indicating that MAP funds have been set aside for the purchase of your home. The first lender is also notified.
- Escrow closes and you will be a HOMEOWNER!

Please click here, for a list of participating lenders

#### Who is eligible?

The Homebuyer may not have had ownership interest in a residential property within the past three (3) years. The Homebuyer's household gross income cannot be more than the following current HUD income limits per year:

Low-Income Limits** As of 5/17/10						
1 Person	\$46,400	5 Persons	\$71,550			

2 Persons	\$53,000	6 Persons	\$76,850			
3 Persons	\$59,650	7 Persons	\$82,150			
4 Persons	\$66,250	8 Persons	\$83,750			
Moderate-Income Limits** As of 6/17/2010						
1 Person	\$52,150	5 Persons	\$80,450			
2 Persons	\$59,600	6 Persons	\$86,400			
3 Persons	\$67,050	7 Persons	\$92,400			
4 Persons	\$74,500	8 Persons	\$89,350			

\*\*Subject to change without notice.

If your income exceeds the maximum dollar amount for MAP, the National Homebuyers Fund ("NHF") may provide down payment assistance. For more information, please call 1-866-643-4968 or click the website address <a href="http://www.nhfloan.org">www.nhfloan.org</a> for more information.

#### What is the maximum home purchase price?

There is no set maximum home purchase price. However, a family cannot pay more than a given percentage of their monthly gross income and/or exceed the maximum affordable housing costs.

#### How much can a homebuyer borrow?

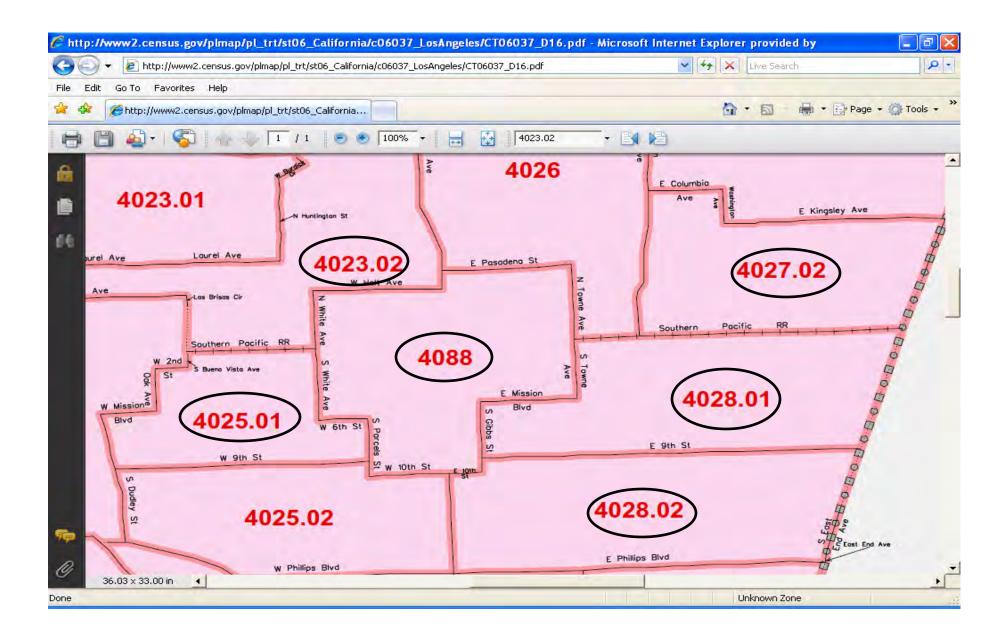
The City of Pomona will assist with down payment and closing costs towards a purchase for an existing or newly constructed single-family home or condominium. Moderate-Income homebuyers may receive up to \$65,000. Low-Income homebuyers may receive up to \$100,000.

#### How much money do I need?

Minimally, the Homebuyer must put down an amount equal to the Recurring Closing Costs. Recurring Closing Costs are those housing costs that require repeat payments, such as property taxes, insurance and mortgage insurance premium. This value is calculated by the lender and varies according to value of the house.

For further information, please call (909) 620-3631 or click here to contact us.

# City of Pomona Census Map #1



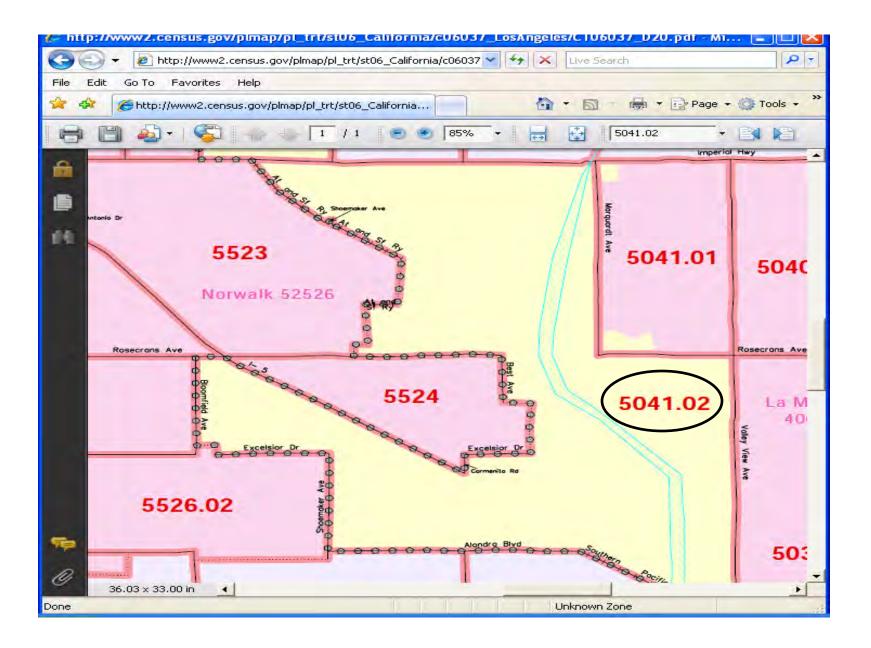
# City of Santa Fe Springs

Program	Special	Website	FHA	Conventional	Contact Information
Name	Comments		Approved	Approved	
HARP Lottery Program	Not yet submitted to CalHFA for approval	<u>www.santafespri</u> <u>ngs.org</u>	Not yet submitted to CalHFA for approval	Not yet submitted to CalHFA for approval	Teresa Ramirez-Cavallo 11710 E. Telegraph Road <u>teresacavallo@santafesprings.com</u> (562) 868-0511, extension 7309

Census Tracts:

5041.02

<u>HARP Lottery Program</u> - provides an opportunity for homeownership to eligible low and moderate-income residents. Under the program, the City purchases vacant land or existing homes and either builds a new house or completely rehabilitates the existing dwelling and then sells the home to a qualified low or moderate income family that has lived in the City for at least the past three years. HARP homebuyers are selected through a random lottery drawing that takes place in City Hall every two years.



# City of South Gate

NameCommentsApprovedApprovedInformationNo City Program AvailableNo City Program AvailableNo City Program Cityofsouthgate.orgNo City Program AvailableNo City Program AvailableNo City Program Available8650 California Avenue00280 (323) 563-9500	Program	Special	Website	FHA	Conventional	Contact
Available         Available         cityofsouthgate.org         Available         Available         Avenue           South Gate, CA         90280	Name	Comments		Approved	Approved	Information
						Avenue South Gate, CA 90280

Census Tracts:

5355.01; 5356.06; 5355.03; 5356.05

#### 🖙 http://www.2.census.gov/plmap/pl\_trt/st06\_California/c06037\_LosAngeles/C106037\_D13.pdf - Mic... 🖃 📖 🔀 G 💋 http://www2.census.gov/plmap/pl\_trt/st06\_California/c06037 💙 😽 🗙 ρ. Live Search File Edit Go To Favorites Help 🗿 • 🔊 🚔 🔹 🔂 Page 🔹 🍈 Tools 🔹 4 🔗 http://www2.census.gov/plmap/pl\_trt/st06\_California.... 5355.01 · B 12 1 /1 125% • Ь ++ 3343.0 33-View Park 83402 Grand Ave Fe 2 Mountain 1 5347 Broadway California Seville Ave Olive St Santa Ana St Cudohy St ÉŇ. 5345.0 Pacifi Blvd toin View Ave Santa Ana St Sonta Ana St 5355.02 5357.01 is Pocific Independence Ave Laurel PI Pacific Cypress Ave 5356.03 South Gate 73080 5357.02 R Southern Ave 5356.04 5358.03 ۶Ģ 5356,05 Ø 36.03 x 33.00 in 4 . Unknown Zone Done

# City of South Gate Census Map #1

# City of South Gate Census Map #2

