



# Home Opportunity Program

Sponsored by: **Alaska Community Development Corporation**

1517 S. Industrial Way, #8, Palmer, AK 99645

(907) 746-5680 FAX: (907) 746-5681 Email [ltice@alaskacdc.org](mailto:ltice@alaskacdc.org) or [pshafer@alaskacdc.org](mailto:pshafer@alaskacdc.org)

Toll-Free Outside the Mat-Su Borough (800) 478-8080 NMLS#358478



## **HOME BUYER APPLICATION PACKET** **(Read carefully before submitting application.)**

The Home Opportunity Program (HOP) assists with and promotes homeownership for low-income households in **Mat-Su Borough, Kenai Peninsula, Glennallen, Valdez, Cordova, Sitka, Wrangell, Ketchikan, Juneau, Petersburg, Haines, City of Kodiak, Prince of Wales-Outer Ketchikan Census Area, Skagway-Hoonah-Angoon Census Area, Yakutat City and Borough, Alaska**. This program is funded by HUD, the HOME Investment Partnerships Program through Alaska Housing Finance Corporation (AHFC), and is administered by Alaska Community Development Corporation (ACDC).

If you qualify, you can receive down payment assistance (if required by primary lender) not to exceed 2% of purchase price or appraised value, or \$3,800 whichever is less; up to \$3,000 in closing costs and if necessary to achieve affordability, a buy-down of the first mortgage (see loan limits). *Homebuyer must contribute a minimum of \$1,000 towards purchase of property. Without exception, any excess amount of funds at closing will be returned to HOP. Funds provided under the HOP program will be secured by a Note and Deed of Trust executed by all adult household residents.*

The HOP homebuyer assistance provides zero interest rate loans to low-income homebuyers with the first \$10,000 conditionally forgivable over a five-year period. HOP funds provided to a homebuyer are subject to recapture (repayment) in the event that the assisted homebuyer does not continue (defaults) to own and occupy the property purchased with HOP assistance THROUGHOUT THE OWNERSHIP AND OCCUPANCY PERIOD (“Affordability Period”) SPECIFIED IN THE HOMEBUYER ASSISTANCE AGREEMENT. AHFC will inform the buyer in writing the date the Affordability Period begins. The portion of the loan that is not forgiven is a zero interest loan (if no default occurs) held by a note that is due upon eventual sale of the home.

*If buyer fails to occupy the property as their primary residence during the HOME Affordability Period (ownership and occupancy period), BUT retains ownership of the property, the FULL PRINCIPAL AMOUNT is due to AHFC within 30 days. AHFC does monitor for residency during the Affordability Period. If the homebuyer is required to repay any portion of the HOP funds under default, interest shall accrue at the rate of 2% per annum from date of default on the principal remaining until paid in full. Refinancing can be considered for limited purposes. (No cash out.)*

Participation with a lending institution that offers mortgage loans is required. The lending institution is solely responsible for approving or denying the primary mortgage loan. The applicant should contact a lending institution for qualifications of home purchase and to determine the amount of the primary loan for which they qualify. **Current participating lenders with the HOP program are Academy Mortgage, Cornerstone Home Lending, First National Bank Alaska, Alaska USA Mortgage Company, Residential Mortgage (includes Summit Mortgage and Preferred Mortgage), HomeState Mortgage, Kodiak Island Housing Authority, Denali Federal Credit Union, First Bank, True North FCU, Neighborworks, USDA Rural Development and Academy Mortgage Corporation. Other interested lenders should contact ACDC for participation.**

HOP assistance funding will be reserved on a first come, first served basis—based on receipt of a sales contract (Exception—see 4 below), disclosures to determine property eligibility and Loan Estimate and Form 1008 from the approved lender and subsequent approved application and AHFC funding commitment. Priority to Housing Choice Voucher recipients. The homebuyer may not be in arrears on any child support obligation.

Attendance of an 8 hour homebuyer education class by a **HUD Certified Housing Counselor** is a requirement to receive HOP assistance (HUD HOME Program). You can locate a HUD approved counseling agency at <https://apps.hud.gov/offices/hsg/sfh/hcc/hcs.cfm> .

Funds may only be provided to an eligible low-income household. Low-income is defined as less than 80% of the median income as determined and regionally adjusted by HUD. The HOP loan assistance limits shown below are based on taxable incomes. \$3,000 of total HOP assistance may be used for typical buyer closing costs, and the payment ratio on the first mortgage should not be less than 25% (24% allowed for RD direct loans) of the buyer's gross income used to qualify for the first mortgage. Current (06/28/2019) income limits are as shown below: *Note – Unborn children may be counted in household size.*

60% of Median - Maximum Loan \$30,000

| Household Size   | 1        | 2        | 3        | 4        | 5        | 6        | 7        | 8        |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| Haines Borough, Hoonah-Angoon CA, Prince of Wales- Hyder CA, Wrangell City & Borough | \$35,040 | \$40,080 | \$45,060 | \$50,040 | \$54,060 | \$58,080 | \$62,100 | \$66,060 |
| Juneau City and Borough  | \$46,800 | \$53,520 | \$60,180 | \$66,840 | \$72,240 | \$77,580 | \$82,920 | \$88,260 |
| Kenai Peninsula Borough  | \$36,720 | \$42,000 | \$47,220 | \$52,440 | \$56,640 | \$60,840 | \$65,040 | \$69,240 |
| Ketchikan Gateway Borough  | \$36,240 | \$41,400 | \$46,560 | \$51,720 | \$55,860 | \$60,000 | \$64,140 | \$68,280 |
| Kodiak Island Borough  | \$39,000 | \$44,580 | \$50,160 | \$55,680 | \$60,180 | \$64,620 | \$69,060 | \$73,500 |
| Mat-Su Borough   | \$38,940 | \$44,460 | \$50,040 | \$55,560 | \$60,060 | \$64,500 | \$68,940 | \$73,380 |
| Petersburg Census Area   | \$35,700 | \$40,800 | \$45,900 | \$51,000 | \$55,080 | \$59,160 | \$63,240 | \$67,320 |
| Sitka City and Borough   | \$36,780 | \$42,000 | \$47,280 | \$52,500 | \$56,700 | \$60,900 | \$65,100 | \$69,300 |
| Skagway Municipality   | \$36,300 | \$41,520 | \$46,680 | \$51,840 | \$56,040 | \$60,180 | \$64,320 | \$68,460 |
| Valdez-Cordova Census Area   | \$43,920 | \$50,160 | \$56,460 | \$62,700 | \$67,740 | \$72,780 | \$77,760 | \$82,800 |
| Yakutat City and Borough   | \$36,060 | \$41,220 | \$46,380 | \$51,480 | \$55,620 | \$59,760 | \$63,840 | \$67,980 |

80% of Median - Maximum Loan \$20,000

| Household Size  | 1        | 2        | 3        | 4        | 5        | 6        | 7        | 8        |
|---|----------|----------|----------|----------|----------|----------|----------|----------|
| Haines Borough, Hoonah-Angoon CA, Prince of Wales-Hyder CA, Wrangell City & Borough | \$46,700 | \$53,400 | \$60,050 | \$66,700 | \$72,050 | \$77,400 | \$82,750 | \$88,050 |
| Ketchikan Gateway Borough   | \$48,300 | \$55,200 | \$62,100 | \$68,950 | \$74,500 | \$80,000 | \$85,500 | \$91,050 |
| Juneau City and Borough   | \$52,850 | \$60,400 | \$67,950 | \$75,500 | \$81,550 | \$87,600 | \$93,650 | \$99,700 |
| Kenai Peninsula Borough   | \$48,950 | \$55,950 | \$62,950 | \$69,900 | \$75,500 | \$81,100 | \$86,700 | \$92,300 |
| Kodiak Island Borough   | \$52,000 | \$59,400 | \$66,850 | \$74,250 | \$80,200 | \$86,150 | \$92,100 | \$98,050 |
| Mat-Su Borough  | \$51,900 | \$59,300 | \$66,700 | \$74,100 | \$80,050 | \$86,000 | \$91,900 | \$97,850 |
| Petersburg Census Area  | \$47,600 | \$54,400 | \$61,200 | \$68,000 | \$73,450 | \$78,900 | \$84,350 | \$89,800 |
| Sitka City and Borough  | \$49,000 | \$56,000 | \$63,000 | \$70,000 | \$75,600 | \$81,200 | \$86,800 | \$92,400 |
| Skagway Municipality  | \$48,400 | \$55,300 | \$62,200 | \$69,100 | \$74,650 | \$80,200 | \$85,700 | \$91,250 |
| Valdez-Cordova Census Area  | \$52,850 | \$60,400 | \$67,950 | \$75,500 | \$81,550 | \$87,600 | \$93,650 | \$99,700 |
| Yakutat City and Borough  | \$48,100 | \$54,950 | \$61,800 | \$68,650 | \$74,150 | \$79,650 | \$85,150 | \$90,650 |

Existing homes purchased using HOP funds must meet minimum property standards and must be inspected by a qualified home inspector ordered by and billed to Alaska Community Development Corporation. All properties must pass favorable Environmental Review: In addition, (1) Homes built before 1978 must undergo a visual assessment for lead based paint; (2) Homes built since 12/31/1991 must provide PURs 101 and 102; (3) a PUR-103 for homes that meet the following criteria: a) residence is at least 2 years old b) there is no PUR-101, but a current energy rating of at least a 2\* has been obtained and c) the home is either in a jurisdiction that issues Certificates of Occupancy, a valid PUR-102 exists, or a home inspection has been completed (4) Assistance with home construction in process is only available if it can be documented the foundation was in, inspected and approved BEFORE buyer applies for HOP funding; (5) Do not file application at this time if considering new construction. Proposed “new” construction with no approved foundation yet in requires a higher level of environmental review by HUD and the environmental review MUST be approved by HUD PRIOR TO (a) builder breaking ground for any component and (b) PRIOR TO APPLICATION DATE for HOP assistance. Discuss environment review requirement with your builder. The review will take a minimum of 60-90 days to complete.

The HOP assisted home must be the only home the buyer(s) own(s) and it must be their principal residence. Homes must be of a non-luxury nature and cannot exceed purchase price as designated in the “HOME Homeownership Value” shown below:

**HOME Homeownership Value Limits – 2019 Home Opportunity Program 4/15/2019**

| <u>County Name</u>        | <u>1-Unit<br/>(Single Family Dwelling)</u> | <u>County Name</u>                | <u>1 Unit<br/>(Single Family Dwelling)</u> |
|---------------------------|--|-----------------------------------|--|
| Haines Borough            | 223,000                                    | Prince of Wales-Hyder Census Area | 279,000                                    |
| Hoonah-Angoon Census Area | 176,000                                    | Sitka City and Borough            | 347,000                                    |
| Juneau City and Borough   | 352,000                                    | Skagway Municipality              | 280,000                                    |
| Kenai Peninsula Borough   | 223,000                                    | Southeast Fairbanks Census Area   | 175,000                                    |
| Ketchikan Gateway Borough | 273,000                                    | Valdez-Cordova Census Area        | 219,000                                    |
| Kodiak Island Borough     | 294,000                                    | Wrangell City and Borough         | 219,000                                    |
| Matanuska-Susitna Borough | 245,000                                    | Yakutat City and Borough          | 152,000                                    |
| Petersburg Census Area    | 226,000                                    |                                   |  |

HOME Opportunity Program funds may only be used in conjunction with fixed interest rate and terms, fully amortizing, first deed of trust loans. In no event may HOP funds be used to assist a homebuyer whose primary loan is a non-traditional product with features such as interest only, variable interest rates and/or terms, or balloon payments.

I have read and understand these information pages:

Signature Borrower: \_\_\_\_\_ Date \_\_\_\_\_

Signature Co-Borrower: \_\_\_\_\_ Date \_\_\_\_\_

Submit HOP application to: Alaska CDC, 1517 S Industrial Way #8, Palmer, AK 99645

Please note the information sheets do not contain all criteria for eligibility of HOME Opportunity Program loan assistance. Please feel free to contact our office if you have questions.

This page left blank



# Home Opportunity Program

**Sponsored by: Alaska Community Development Corporation**



1517 S. Industrial Way, #8, Palmer, AK 99645  
 (907) 746-5680 FAX: (907) 746-5681 Email ltice@alaskacdc.org or pshafer@alaskacdc.org  
 Toll-Free Outside the Mat-Su Borough (800) 478-8080 NMLS#358478

Page 1

## HOME BUYER APPLICATION

**Borrower:**  Single  Married  Other i.e., Separated

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Phone: \_\_\_\_\_ Msg. Phone: \_\_\_\_\_  U. S. Citizen  Permanent Resident

Current Mailing Address: \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_

Current Residence Physical Address: \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_

Do you expect any changes to household composition within next 12 months? \_\_\_\_\_

**List all people living in the home. Start with the Head of Household.** If pregnant, unborn children may be counted in household size. Attach another page if necessary. Note: Borrower & Co-Borrower complete additional "Demographic Information" Page 5.

| Name | Gender | Date of Birth | Disabled |
|------|--------|---------------|----------|
|      | M F    |               | Yes No   |
|      | M F    |               | Yes No   |
|      | M F    |               | Yes No   |
|      | M F    |               | Yes No   |
|      | M F    |               | Yes No   |

- 1) Annual Household Income (Attach current IRS tax form) \$ \_\_\_\_\_
- 2) Current Residential Status  Rent  Own (any residential property)  Other
- 3) You intend to occupy the residence purchased with HOP funds as your principle residence):  Yes  No
- 4) To the best of your knowledge, have you ever received funding assistance through the HOME Investment Partnerships Program?  Yes  No
- 5) Do you now live in Public Housing or receive any rental assistance?  Yes  No Please note that this Program provides priority to status of applicants from the Housing Choice Voucher Homeownership Program.
- 6) First Time Homebuyer (Defined as not having owned a home in the past 3 years. Does not affect eligibility.)  Yes  No

**Type of assistance requested**

- 7) Down payment (if required by primary lender, maximum 2%): \$ \_\_\_\_\_
  - 8) Closing cost (maximum \$3,000): \$ \_\_\_\_\_
  - 9) First Mortgage buydown for affordability: \$ \_\_\_\_\_
- TOTAL REQUESTED**  
\$ \_\_\_\_\_ (7+8+9)

\_\_\_\_\_  
**Signature of Borrower** \_\_\_\_\_ **Date** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

\_\_\_\_\_  
**Signature of Co-Borrower** \_\_\_\_\_ **Date** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**VERIFICATION OF TAXABLE INCOME INFORMATION**

You must report all sources of TAXABLE income for the previous 12-month period. Use additional pages if necessary.

For what period are you reporting this income? \_\_\_\_\_  
**Please identify the 12-month period; for example, January 1, 2016 to December 31, 2016. The ending date must be within the last 6 months.**

In all cases you **MUST include a copy of your most current tax return (signed and dated by taxpayer(s))**. If any household member 18 years of age or older does not file taxes, that household member must complete the section box below:

[        ] I no longer file Tax Returns. Reason: \_\_\_\_\_  
 Last Tax Return Filed? \_\_\_\_\_ **Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

[        ] I no longer file Tax Returns. Reason: \_\_\_\_\_  
 Last Tax Return Filed? \_\_\_\_\_ **Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

**All TAXABLE income sources must be listed below for verification purposes. Failure to list all taxable income sources below will delay the processing of your application. For each source of household income you must give the information below for all household members. Use additional pages if needed.**

| AMOUNT OF TAXABLE INCOME (include Wages, Dividends, etc.) | HOUSEHOLD MEMBER | EMPLOYER or INCOME SOURCE | ADDRESS | CITY/ZIP | PHONE NO. | FAX NO. |
|---|------------------|---------------------------|---------|----------|-----------|---------|
|   |                  |                           |         |          |           |         |
|   |                  |                           |         |          |           |         |
|   |                  |                           |         |          |           |         |
|   |                  |                           |         |          |           |         |

**Reasonable Accommodation Request**

People with disabilities are entitled to reasonable accommodation. It is the applicant's responsibility to prove the disability and to request reasonable accommodation. It is the sponsoring organization's responsibility to grant accommodations that are reasonable. Reasonable is defined as not too expensive or difficult to arrange. If necessary, the sponsoring organization will help the requestor with comprehension and completion of the Reasonable Accommodation Request form below.

I or a person in my household has a disability that I believe requires reasonable accommodation.

1. **The accommodation I request is (*If none, write "None" in #1 and sign*):**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. You can verify the need for the accommodation requested by contacting:  
 Name \_\_\_\_\_ Agency \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

Signature of Head of Household

Date



**Section 6: Acknowledgments and Agreements.** This section tells you about your legal obligations when you sign this application.

**Acknowledgments and Agreements**

I agree to, acknowledge, and represent the following statements to:

- The Lender (this includes the Lender’s agents, service providers and any of their successors and assigns); AND
- Other Loan Participants (this includes any actual or potential owners of a loan resulting from this application (the “Loan”), or acquirers of any beneficial or other interest in the Loan, any mortgage insurer, guarantor, any servicers or service providers of the Loan, and any of their successors and assigns).

**By signing below, I agree to, acknowledge, and represent the following statements about:**

**(1) The Complete Information for this Application**

- The information I have provided in this application is true, accurate, and complete as of the date I signed this application.
- If the information I submitted changes or I have new information before closing of the Loan, I must change and supplement this application or any real estate sales contract, including providing any updated/supplemented real estate sales contract.
- For purchase transactions: The terms and conditions of any real estate sales contract signed by me in connection with this application are true, accurate, and complete to the best of my knowledge and belief. I have not entered into any other agreement, written or oral, in connection with this real estate transaction.
- The Lender and Other Loan Participants may rely on the information contained in the application before and after closing of the Loan.
- Any intentional or negligent misrepresentation of information may result in the imposition of:
  - (a) civil liability on me, including monetary damages, if a person suffers any loss because the person relied on any misrepresentation that I have made on this application, and/or
  - (b) criminal penalties on me including, but not limited to, fine or imprisonment or both under the provisions of federal law (18 U.S.C. §§ 1001 *et seq.*) and liability for monetary damages to AHFC, its agents, successors and assigns and insurers.

**(2) The Property’s Security**

- The Loan I have applied for in this application will be secured by a mortgage or deed of trust which provides the Lender a security interest in the property described in this application.

**(3) The Property’s Appraisal, Value, and Condition**

- Any appraisal or value of the property obtained by the Lender is for use by the Lender and Other Loan Participants.
- The Lender and Other Loan Participants have not made any representation or warranty, express or implied, to me about the property, its condition, or its value.

**(4) Electronic Records and Signatures**

- The Lender and Other Loan Participants may keep any paper record and/or electronic record of this application, whether or not the Loan is approved.
- If this application is created as (or converted into) an “electronic application”, I consent to the use of “electronic records” and “electronic signatures” as the terms are defined in and governed by applicable federal and/or state electronic transactions laws.
- I intend to sign and have signed this application either using my: (a) electronic signature; or (b) a written signature and agree that if a paper version of this application is converted into an electronic application, the application will be an electronic record, and the representation of my written signature on this application will be my binding electronic signature.
- I agree that the application, if delivered or transmitted to the Lender or Other Loan Participants as an electronic record with my electronic signature, will be as effective and enforceable as a paper application signed by me in writing.

**(5) Delinquency**

- The Lender and Other Loan Participants may report information about my account to credit bureaus. Late payments, missed payments, or other defaults on my account may be reflected in my credit report and will likely affect my credit score.
- If I have trouble making my payments I understand that I may contact a HUD-approved housing counseling organization for advice about actions I can take to meet my mortgage obligations.

**(6) Use and Sharing of Information**

I understand and acknowledge that the Lender and Other Loan Participants can obtain, use, and share the loan application, a consumer credit report, and related documentation for purposes permitted by applicable laws.

Borrower Signature \_\_\_\_\_ Date (mm/dd/yyyy) / / \_

Co-Borrower Signature \_\_\_\_\_ Date (mm/dd/yyyy) / / \_



## Demographic Information Addendum.

This section asks about your ethnicity, sex and race and is a part of your application. **The purpose of collecting this information** is to help ensure that all applicants are treated fairly and that the housing needs of communities and neighborhoods are being fulfilled. For residential mortgage lending, federal law requires that we ask applicants for their demographic information (ethnicity, sex and race) in order to monitor our compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to provide this information, but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race" **The law provides that we may not discriminate** on the basis of this information, or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, federal regulations require us to note your ethnicity, sex and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

Borrower: \_\_\_\_\_

### Ethnicity:

- Hispanic or Latino  
 Mexican  
 Puerto Rican  
 Cuban  
 Other Hispanic or Latino (enter origin):

\_\_\_\_\_  
(Examples: Argentinean, Columbian, Dominican, Nicaraguan, Salvadoran, Spaniard, etc.)

- Not Hispanic or Latino  
 I do not wish to provide this information

### Race:

- American Indian or Alaska Native  
(Enter name of enrolled or principal tribe.)

- \_\_\_\_\_  
 Asian  
 Asian Indian  
 Chinese  
 Filipino  
 Japanese  
 Korean  
 Vietnamese  
 Other Asian (enter race):

\_\_\_\_\_  
(Examples: Hmong, Laotian, Thai, Pakistani, Cambodian, etc.)

- Black or African American  
 Native Hawaiian or Other Pacific Islander  
 Native Hawaiian  
 Guamanian or Chamorro  
 Samoan  
 Other Pacific Islander (enter race):

\_\_\_\_\_  
(Examples: Fijian, Tongan, etc.)

- White  
 I do not wish to provide this information

### Sex:

- Female  
 Male  
 I do not wish to provide this information

### (TO BE COMPLETED BY FINANCIAL INSTITUTION)

This demographic information was obtained through:

- Face to face Interview       Fax or Mail  
 Telephone Interview       Email or Internet

### IF Face to Face:

Was the ethnicity of the Borrower collected on the basis of visual observation or surname?       YES    NO

Was the race of the Borrower collected on the basis of visual observation or surname?       YES    NO

Was the sex of the Borrower collected on the basis of visual observation or surname?       YES    NO

Co-Borrower: \_\_\_\_\_

### Ethnicity:

- Hispanic or Latino  
 Mexican  
 Puerto Rican  
 Cuban  
 Other Hispanic or Latino (enter origin):

\_\_\_\_\_  
(Examples: Argentinean, Columbian, Dominican, Nicaraguan, Salvadoran, Spaniard, etc.)

- Not Hispanic or Latino  
 I do not wish to provide this information

### Race:

- American Indian or Alaska Native  
(Enter name of enrolled or principal tribe.)

- \_\_\_\_\_  
 Asian  
 Asian Indian  
 Chinese  
 Filipino  
 Japanese  
 Korean  
 Vietnamese  
 Other Asian (enter race):

\_\_\_\_\_  
(Examples: Hmong, Laotian, Thai, Pakistani, Cambodian, etc.)

- Black or African American  
 Native Hawaiian or Other Pacific Islander  
 Native Hawaiian  
 Guamanian or Chamorro  
 Samoan  
 Other Pacific Islander (enter race):

\_\_\_\_\_  
(Examples: Fijian, Tongan, etc.)

- White  
 I do not wish to provide this information

### Sex:

- Female  
 Male  
 I do not wish to provide this information

### (TO BE COMPLETED BY FINANCIAL INSTITUTION)

This demographic information was obtained through:

- Face to face Interview       Fax or Mail  
 Telephone Interview       Email or Internet

### IF Face to Face:

Was the ethnicity of the Borrower collected on the basis of visual observation or surname?       YES    NO

Was the race of the Borrower collected on the basis of visual observation or surname?       YES    NO

Was the sex of the Borrower collected on the basis of visual observation or surname?       YES    NO