



## 2006 Urban Homeownership Fund (UHF) Certification & Draw Request

(FHLB Use Only) Approved by Initials/Date: \_\_\_\_\_

Please fax this form to 515-699-1270. If this is your first disbursement for this project number, please include the following additional information: the signed HUD-1 or closing documents for the sale of a manufactured home that includes purchase price, loan amount and any other costs associated with the transaction, invoices or lien waivers for rehabilitation and the appropriate documentation for rehabilitation escrows, a Calculation of Income Worksheet, for each household member, third-party documentation verifying each household member's income and a copy of the retention document to be filed for the transaction. For subsequent disbursements, please provide the Certification & Draw Request form and any rehabilitation documentation if applicable.

Members will be reimbursed for Urban Homeownership Funds expended at closing when all required documentation is received by the Home Loan Bank. Please allow 3 business days for processing following receipt of all required information. For questions on the program, please call 1-800-544-3452, ext. 1173.

### Project Information

Project Number: (the number assigned at the time of award)
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### Member Information

Member Name:	Member #:
Contact Person (if there are questions about Certification & Draw Request):	Contact Person Phone Number:
Contact Person Email Address:	Contact Person Fax Number:
<input type="checkbox"/> Check if there have been changes to the member contact information since original reservation (UHF contact person, address, phone, fax). Please indicate change:	

### Grant Information

Type of Assistance: <b>(please check all that apply)</b> <input type="checkbox"/> Downpayment <input type="checkbox"/> Closing Costs <input type="checkbox"/> Rehabilitation as part of a purchase (must check one): <input type="checkbox"/> rehabilitation is completed and all required documentation is attached <input type="checkbox"/> rehabilitation is not complete at this time
Type of Retention Agreement: (Home Loan Bank Retention Documents are available at: <a href="http://www.fhlbmdm.com/ci_ahp_grf.htm#Owner-Occupied">http://www.fhlbmdm.com/ci_ahp_grf.htm#Owner-Occupied</a> ) <input type="checkbox"/> Home Loan Bank Retention Documents <input type="checkbox"/> Other Retention Documents (must be pre-approved by the Home Loan Bank)

### Borrower Information

Borrower(s) Name:		
Property Address:	*Census Tract: <a href="http://www.ffiec.gov">www.ffiec.gov</a>	County:

\*A specific address can be found on this website by going to [Geocoding/Mapping System](#) section. Input the specific address and a search is completed.



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### Borrower Income Information

Borrower Annual <u>Household</u> Income as verified for the UHF Program:	Household Size:	Income Limit Used for Qualification: MRB <input type="checkbox"/> 80% limit _____ (check against the website to ensure you are using the current limits)
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Income Target: (check the targeting of the borrower's annual household income; must be at or below 80%) <input type="checkbox"/> 50% or less <input type="checkbox"/> 51-60% <input type="checkbox"/> 61-80% Please be sure to use the current Income Limits. These are available on the Community Investment Website page at <a href="http://www.fhlbdm.com/ci_ahp_UHF.htm">http://www.fhlbdm.com/ci_ahp_UHF.htm</a>
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<a href="http://www.fhlbdm.com/Docs/Comm_Invest/AHP/AHP_GRForms/CalculationIncomeWorksheet.xls">http://www.fhlbdm.com/Docs/Comm_Invest/AHP/AHP_GRForms/CalculationIncomeWorksheet.xls</a> , A Calculation of Income Worksheet must be completed for each household member for your files and included with the first disbursement. Please list below each household member included in the household size by name and his/her annual income; if a household member has no income, please indicate as "No Income."	
Name	Annual Income
<b>Total Annual Household Income</b> (total should equal the annual household income as stated above)	

### Loan Information

UHF Grant Amount:	Dollar Amount of 1 <sup>st</sup> Mortgage Loan:	Closing Costs:	Type of Loan: <input type="checkbox"/> Conventional <input type="checkbox"/> FHA <input type="checkbox"/> VHA <input type="checkbox"/> HUD 184
Date Loan Closed:	Sales Price:	Interest Rate 1 <sup>st</sup> Mortgage (APR):	Term of Loan (in months):
Dollar Amount of 2 <sup>nd</sup> Mortgage: (The retention document filed for the UHF grant amount is not a 2 <sup>nd</sup> mortgage for this purpose.)			Interest Rate 2 <sup>nd</sup> Mortgage (APR):
HOEPA covered loan: \$ (HOEPA covers closed-end loans secured by the borrower's principal residence.)			



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### Loan Information (continued)

Loan to be sold? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, sold to: <input type="checkbox"/> Fannie Mae <input type="checkbox"/> Freddie Mac <input type="checkbox"/> MPF <input type="checkbox"/> State Housing Finance Agency <input type="checkbox"/> Other _____	Check, if applicable: <input type="checkbox"/> Originated for portfolio <input type="checkbox"/> Refinance of contract
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### Borrower Certification

1) I/We certify that the annual household income as stated on this Certification & Draw Request and on the Income Calculation Worksheets is true and accurate for all household members.	
2) If applicable, I/We certify that I/we have completed a financial literacy program.	
Borrower's Signature	Co-Borrower's Signature

### Concession

<input type="checkbox"/> Our institution originated the loan and provided one or more of the following concessions:	
<input type="checkbox"/> Lower or foregone origination fee (minimum \$50 reduction)	<input type="checkbox"/> Lower downpayment requirements (can be used only if you do not normally originate loans at this LTV)
<input type="checkbox"/> Reduced interest rate Market rate for this loan _____ Rate of this loan _____	<input type="checkbox"/> State Housing Finance Agency loan
<input type="checkbox"/> HUD 184 loan	<input type="checkbox"/> Other discounted fees Explain: _____ _____
<input type="checkbox"/> Reduced closing costs (minimum \$50 reduction) Explain: _____ _____ _____	<input type="checkbox"/> Other concession (must be approved by the Home Loan Bank) Explain: _____ _____ _____
<input type="checkbox"/> The loan was not originated in our institution's name or a subsidiary of our institution. (You originated the loan if you or a subsidiary of your institution are the Lender on the HUD-1.)	



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### Member Certification

Member certifies/warrants that:

- 1) the household is a low-or moderate-income household; meaning a household which, at the time it is qualified for participation in the Program, had an income of 80 percent or less of the median income for the area;
- 2) the member has determined, pursuant to the member's mortgage loan underwriting guidelines, that the household qualifies for the mortgage loan based on the household's current income and if the member has used future anticipated income in the underwriting of this mortgage loan, that the member also used future anticipated income in determining the household's eligibility for UHF;
- 3) if the member is providing mortgage financing to the household, the member will provide financial or other incentives in connection with such mortgage financing, the member certifies that it will comply with all applicable Anti-Predatory Lending Laws as defined in the AHP Implementation Plan, and the rate of interest, points, fees, and any other charges by the member will not exceed a reasonable market rate of interest, points, fees, and other charges for a loan of similar maturity, terms, and risk;
- 4) if the member is not providing mortgage financing to the household, the member certifies that the rate of interest, points, fees, and any other charges will not exceed a reasonable market rate of interest, points, fees, and other charges for a loan of similar maturity, terms, and risk;
- 5) the property is in a urban location as defined by the AHP Implementation Plan and the UHF Guidelines;
- 6) borrower is a  first-time homebuyer  non first-time homebuyer;
- 7) if applicable, first-time homebuyer has completed a financial literacy counseling program provided by, or based on one provided by, an organization recognized as experienced in financial literacy education, respectively;
- 8) funds received from the Home Loan Bank for financial literacy program costs will be only be used if:
  - a. such costs are incurred in connection with the counseling of homebuyers who actually purchase an AHP-assisted unit;
  - b. the cost of counseling has not been covered by another funding source, including the member;
- 9) no homebuyer received more than \$5,000;
- 10) the housing unit purchased or rehabilitated using Urban Homeownership Funds is subject to a legally enforceable retention document recorded in the member's name;
- 11) the household will use Urban Homeownership Funds to pay for downpayment, closing cost, counseling or rehabilitation assistance in connection with the eligible household's purchase of an owner-occupied unit, including a condominium or cooperative housing unit or manufactured housing, to be used as the household's primary residence;
- 12) excluding reimbursement for eligible items paid outside of closing, member did not provide cash back to the household at closing on the mortgage loan in an amount exceeding \$250; or that member used any UHF direct subsidy exceeding \$250 that is beyond what is needed at closing for closing costs and the approved mortgage amount as a credit to reduce the principal of the mortgage loan or as a credit towards the household's monthly payment on the mortgage loan;



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- 13) Urban Homeownership Funds are not being used in conjunction with other competitive AHP funds.

Authorized signature is a member representative authorized to borrow funds from the Home Loan Bank or your institution's designated AHP representative as noted on the Authorized Personnel Form on file with the Home Loan Bank:

Authorized Signature:	Title
Printed or Typed Name of Authorized Representative	Date