



Home\$tart Disbursement Request and Certification Form

Please complete all fields, provide an authorized signature, and all required documentation. (A list of required attachments is provided on page two of this form.)

Member Name: _____ Member #: _____

Home\$tart or Home\$tart Plus Program #: _____

Homebuyer's Name: _____
Last First

Co-Buyer's Name: _____
Last First

Requested Home\$tart or Home\$tart Plus Grant Amount: \$ _____

Name of public housing assistance received at enrollment (Home\$tart Plus grants only): _____

Date of Qualification by Member (as listed on the Enrollment & Certification Form): _____

Household Annual Income at Qualification: \$ _____ Household Size at Qualification: _____

80% HUD Area Median Income (AMI), Adjusted for Household Size, at Qualification: \$ _____

Location of Residence at Qualification: _____
City State County

*Requested Review Date: _____ Anticipated Mortgage Closing Date: _____

**Date FHLB Des Moines will review this request and, if all documentation is complete, transfer funds to the member's DDA.*

Mortgage	Lender	Amount	Term (in months)	Interest Rate	Fixed or Variable?	APR	Deferred/Forgiven or NA
1 st							
2 nd							
3 rd							
4 th							

Are any of the above high-cost loans covered by HOEPA? Yes No

For FHLB Des Moines Use Only

Reviewed by: _____ Date: _____

Approved by: _____ Date: _____

Home\$tart or Home\$tart Plus #: _____ Homebuyer name: _____

Entered by: _____ Amt disbursed: _____ Date: _____ TRN: _____

Location of home being purchased:

_____ **Rural Urban
Address

_____ _____ _____ _____
City State Zip County

Is the home to be purchased located in a structure with 1 to 4 units (1 unit = single family home)?
 Yes No

Is the home a manufactured home? Yes No

Congressional District: _____

Note: AK, MT, WY congressional district = At Large. For other states, please visit www.house.gov/writerep and enter the homebuyer's new address to learn the Congressional district.

Census Tract: _____

Please visit www.ffiec.gov/Geocode/default.aspx and enter the property address to learn the tract code.

*** Homes in rural areas are: (1) located outside of a Metropolitan Statistical Area (MSA) where the population is 25,000 or less; OR (2) located in an area designated by USDA Rural Housing Services as rural.*

Exclusive incentives provided to this household: Check all that apply (at least one must be checked)

- Free credit report Free flood certificate Lower or special interest rate
 Waived fees Cash bonus
 Free checking or saving account
 Funds to a non-profit organization that provides homebuyer counseling
 Other – please explain: _____

Please ensure that a copy of the homebuyer counseling certificate of completion or other document to verify completion of FHLB Des Moines compliant homebuyer counseling curriculum has been attached to this request.

Member Contact:

Name: _____ Email: _____

Phone: _____ Fax: _____

Member Certification

I am submitting a request for disbursement of the Home\$start or Home\$start Plus Program grant referenced herewith. By checking the following boxes and signing below as a member of the Federal Home Loan Bank of Des Moines (FHLB Des Moines), I certify that my institution is in compliance with all applicable requirements of the Home\$start and Home\$start Plus Regulatory Agreements, CFR 1291.6(c) and CFR 1291.9(a)(7):

Incentives:

- My institution has provided/will provide this household with a financial or other incentive, which is beyond the incentives offered by my institution through the normal course of business, as confirmed on page two.

Income:

- This homebuyer had a total household gross annual income of 80 percent or less of AMI, adjusted for family size, at the time of qualification.

Homebuyer Counseling:

Name of Homebuyer Counseling Provider _____

Certify to ONE of the following:

- The homebuyer has completed a homebuyer counseling course that is provided by a state housing finance agency or an organization or educator certified by NeighborWorks.

OR

- The homebuyer has completed homebuyer counseling that meets the following criteria:

Initial all that apply:

- _____ Minimum of eight hours in length
_____ Included at least one hour of face-to-face, one-on-one counseling
_____ Included preparing for the financing, purchase, and maintenance of a home
_____ Included budgeting and credit
_____ Included characteristics of predatory lending

Downpayment Percentage:

Amount household will contribute as downpayment at closing: \$ _____

Contract sales price of home to be purchased: \$ _____

Percentage of contract sales price household will contribute as downpayment at closing: _____ %

- I understand that FHLB Des Moines, at its sole discretion, may deny disbursement of funds to homebuyers who demonstrate an ability to contribute 20 percent or more toward the purchase of a home.

Disbursement Requirements:

- The funds received from FHLB Des Moines will be provided to the homebuyer as a grant within 30 days of disbursement.

Affordability:

- The homebuyer's mortgage will be affordable and its 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, term, and risk as required by §1291.6(c)(7). In addition, I understand that FHLB Des Moines may, at its sole discretion, deny disbursement of funds to homebuyers who are estimated to pay 35 percent or more of their monthly income towards principal and interest payments.

Use of Funds:

- All funds from the Home\$start or Home\$start Plus Program will be provided as a grant for downpayment, closing costs, and/or rehabilitation in connection with the homebuyer's primary residence. (Funds may not be used for counseling costs.) *Must check at least one:*
 - Downpayment or Closing Costs
 - Rehabilitation

Retention Agreement:

- A compliant retention agreement will be recorded to ensure that the grant is used in accordance with Affordable Housing Program regulation 1291.9(a)(7) for the five-year retention period commencing on the date of closing of the homebuyer's housing unit purchase.

No More than \$250 Cash Back:

- The homebuyer will not receive any cash back at closing in an amount over \$250 under any circumstances (even return of the homebuyer's own funds, such as earnest money) and the member shall use any amount 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 homebuyer's monthly payments on the mortgage loan.

Use of Co-Signers:

- The homebuyer is not using a co-signer(s) to qualify for a mortgage in the purchase of this property.

Use of AHP and Home\$start and Home\$start Plus Funds:

- My institution has not knowingly enrolled or requested disbursement of a Home\$start or Home\$start Plus grant for a homebuyer who has received or will receive direct subsidy through FHLB Des Moines' Affordable Housing Program.

First-time Homebuyer – Certify to ONE of the following:

- The homebuyer meets FHLB Des Moines' definition of a first-time homebuyer as stated in the Home\$start and Home\$start Plus enrollment and certification form and policies.

OR

- The homebuyer does not meet FHLB Des Moines' definition of a first-time homebuyer, but my institution has been notified by FHLB Des Moines that non first-time homebuyers may be enrolled and receive disbursement of a Home\$start or Home\$start Plus grant.

Signed: _____ Date: _____
 Signature of an individual authorized as ADV ALL or AHP on the *Federal Home Loan Bank of Des Moines* Authorized Personnel Form

Printed Name: _____

Please send this form, and the required attachments, via email or fax to:

Commlending@fhlbmdm.com
 Fax: 206.340.8721