

DPP DISBURSEMENT CHECKLIST

FEDERAL HOME LOAN BANK OF DES MOINES



Use this checklist to ensure that all required documentation is included, and the information reported is substantiated by third-party documents, meets program guidelines, and is consistent from document to document.

Total Cost to Purchase – Disbursement page 2

- Provide all subordinate amortizing Closing Disclosures

Required Bank and Education Documentation

- Homebuyer Ed Certificate for all first-time homebuyers on title
- Certificate of Borrower Eligibility
- Warranty Deed or Land Lease Agreement** – provide as applicable
- Recorded Deed Restriction**
- Final Closing Disclosure**

Extended closing dates or changed terms on the Purchase and Sale Agreement

- Copy of the addendum and any other required supporting documentation

Rehabilitation and New Construction

<https://www.fhlbdm.com/webres/File/products-services/2022AHPImplementationPlan.pdf#page=53>

- Copy of the Final Inspection Report showing all work complete
- Copy of the invoices and bids for the work to be performed – address of property should be shown where the work is to be performed.
- Copy of the Rehab/Repair Worksheet from the HomeStart Forms and Resources webpage
- Copy of all receipts clearly showing items, dates, and supplier
- Copy of check log and funds distributed from escrow at closing