



**City of Aurora**  
**Neighborhood Stabilization Program Application**

Thank you for your interest in the federal Neighborhood Stabilization Program offered by the City of Aurora. The goal of the program is to stabilize our communities and the properties in our neighborhoods.

In order for the City of Aurora to receive and/or accept a purchase offer for an NSP property, the attached Neighborhood Stabilization Program Application must be completed and required documentation submitted. Any missing or incomplete information will delay the process.

This NSP Application and associated documentation may be submitted prior to submittal of a contract – or together with a contract - to purchase an NSP property. In either event, the NSP Application and documentation must be submitted to the contact person identified below. **Original signatures are required for submittal of the application, but please do not submit any other original documents.**

This program has specific federal requirements that need approval prior to the review and acceptance of your purchase contract. Please read all sections carefully.

**SECTION 1: ELIGIBILITY / RESTRICTIONS**

I/we, \_\_\_\_\_/\_\_\_\_\_ have read and understand the following conditions and program requirements that apply to my/our participation in the Neighborhood Stabilization Program and are mandated in order to purchase property in said program. I/we have completed or will complete the required 8 hours of HUD certified Homebuyer Counseling and understand that said counseling a required component of the program in order to purchase this home. (insert name of Housing Counseling Agency) \_\_\_\_\_ . I/we further recognize the following conditions:

1-1. **INCOME ELIGIBILITY.** The property can only be purchased by a household whose income does not exceed the income limits shown below.

| FY 2012 Income Limits for 120% of HUD Area Median Income |                    |                    |                    |                    |                    |                    |                    |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 1 person household                                       | 2 person household | 3 person household | 4 person household | 5 person household | 6 person household | 7 person household | 8 person household |
| \$63,720   | \$72,840           | \$81,960           | \$90,960           | \$98,280           | \$105,600          | \$112,800          | \$120,120          |

1-2. **USE RESTRICTIONS.** The property must be maintained in accordance with the City of Aurora’s Building Codes and Property Maintenance Codes; and the **property must be maintained as a single-family home occupied by the owner as a primary residence.** The City will verify, on an annual basis, that the property is in fact occupied by the owner of record as primary residence. I/we agree to cooperate with the City in any request for information to verify use as primary residence. Associated legal documents will be executed at closing.

1-3. **DOWNPAYMENT.** I understand that a buyer downpayment of 3.5% is required for the purchase of any NSP property.

**SECTION 2: FINANCIAL ASSISTANCE**

2-1. **NSP LOAN.** In order to ensure affordability to purchasers within the income limitations shown above, and to ensure compliance with the use restrictions described above, The City may provide a zero-interest deferred payment, forgivable loan, with a five-year term, in an amount not to exceed 5% of sales price. No interest shall accrue on the loan, and no payments are due until the home is sold, the title is transferred, the home is no longer used as the buyer’s principal residence or there is a violation of the Use Restrictions referenced above in Section 1-2. When any of these events occur, the loan must be repaid. The decision to make a loan and the amount thereof is subject to the absolute discretion of the City of Aurora.

2-2. **SECURITY FOR NSP LOAN.** A mortgage will be recorded, securing the NSP Loan and the performance by the buyer of the **Use Restrictions** as stated in Section 1-2, to remain in place during the life of the loan. The City will verify, on an annual basis, that the property is in fact occupied by the owner of record as primary residence and that other Use Restrictions are being complied with. I/we agree to cooperate with the City in any request for information to verify use as primary residence. Associated legal documents will be executed at closing.

2-3. **CLOSING COST GRANT.** The City is offering up to \$5,000 in closing cost assistance to eligible purchasers as a one-time grant. Closing costs covered by this offer must be usual and customary charges for purchase of residential real estate in the City of Aurora and all said expenses must be fair and reasonable charges to be determined in the sole discretion of the City of Aurora (said expenses not to include pre-paid items i.e. insurance, real estate escrows, pre-paid insurance premiums, etc). This assistance is available to assist buyers who obtain a Fixed-Rate mortgage, of not more than a 30-year term. Please initial this box to apply for closing cost assistance 

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**SECTION 3: INCOME VERIFICATION**

I am attaching the documentation required to verify my/our household income qualifies for the NSP program (a list of documentation is found below). This information will be held confidential by the City and used only for the purposes of qualification for the program.

Please list the names and ages of every member of the household (add additional pages if necessary):

| Name | Age |
|------|-----|
|      |     |
|      |     |
|      |     |
|      |     |
|      |     |
|      |     |
|      |     |

**If anyone on the above list is age 18 years or older, the following documentation is required from each person:**

- Copy of applicant(s) photo identification
- Copy of applicant(s) Social Security Card and/or Permanent Resident Card (Green Card)
- Copy of W2 forms for the most recent year (2010) for all household members
- Copy of tax returns for the most recent year (2010) for all household members
- Copy of income documentation from all income sources for all household members, as indicated below. Do NOT submit originals. Six (6) weeks of documentation must be submitted.
  - Wages, salaries, overtime pay, commissions, fees, tips, bonuses, or other compensation
  - Periodic payments from Social Security, disability/death benefits, pensions, retirement funds, annuities, insurance policies, or similar types of periodic benefits payments
  - Payments in lieu of earnings, such as unemployment and disability compensation, workers compensation or severance pay; Welfare assistance or TANF benefits
  - Child support, spousal support/alimony
  - Other forms of income not specifically listed

**SECTION 4: DEMOGRAPHICS SURVEY**

I do not wish to furnish this information

**1. Family status**

- Head of Household/Spouse 62 yrs or older
- Head of Household/Spouse disabled
- None of the above

**2. Head of household**

- Female
- Male

**3. Ethnicity (select only one)**

- Hispanic or Latino
- Not Hispanic or Latino

**4. Race (select one or more)**

- White
- Black/African American
- Asian
- American Indian/Alaska Native
- Native Hawaiian/Other Pacific Islander
- American Indian/Alaska Native & White
- Asian & White
- Black/African American & White
- American Indian/Alaska Native & Black/African American
- Other Multi Racial

**SECTION 5: REQUIRED DOCUMENTS**

This application must be completed, signed and submitted with the following **required** documentation. The City may accept an application contingent upon compliance with the Homebuyer Counseling requirement within a timeframe specified by the City.

- Homebuyer Education certificate from a HUD approved Housing Counseling Agency
- Income documentation, as listed in Section 3 of this application
- Pre-approval letter from Lender

**SECTION 6: LEGAL DOCUMENTS**

Legal documents will be executed at closing, as described in this application.

**SECTION 7: CERTIFICATION**

I have reviewed and acknowledge the aforementioned provisions related to the purchase of the referenced property.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address, City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address, City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Complete, original applications should be delivered to:**  
 City of Aurora - Neighborhood Redevelopment Division  
 Attn: Karen Zilly  
 51 E. Galena Blvd, Aurora, IL 60505

**Questions:** Phone (630) 256-3323; [kzilly@aurora-il.org](mailto:kzilly@aurora-il.org)