



CHOOSE AURORA Homebuyer Assistance Forgivable Loan Program

Name: _____ Phone: _____

Address: _____ Alt. Phone: _____

City: _____ State: _____ Zip Code: _____

E-mail: _____

Co-Owner Name, if applicable: _____

Total Number of People in Household: _____

*Include ALL income, benefits, and wages for all persons who will live in the purchase property age 18 years and older.

*Annual Gross Household Income: \$ _____

2019 HUD Income Limits

Household size includes all persons who will live in the purchase property, regardless of relation to applicant; household income includes income for all persons who will live in the purchase property age 18 years and older. Total household income must be at or less than 2018 HUD Income Limits shown in the table below.

Household Size	1	2	3	4	5	6	7	8
Income Limit	\$49,950	\$57,050	\$64,200	\$71,300	\$77,050	82,750	\$88,450	\$94,150

Household Members

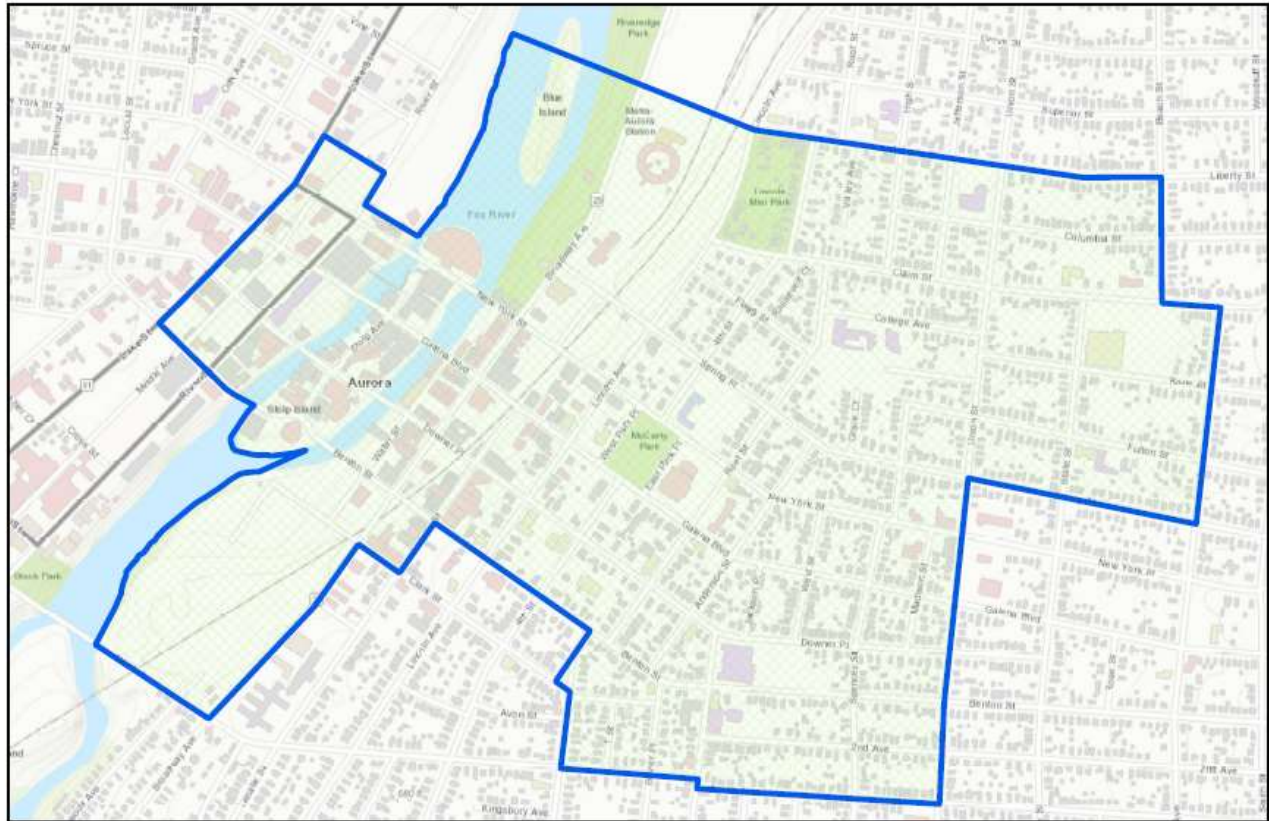
List all persons who will live in the purchase property, including minor children. At the time of approval, applicant(s) (borrower(s)) will complete a Form W-9 - request for Taxpayer Identification Number and Certification.

	Name	Relationship to Applicant	Date of Birth
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____

Provide documentation applicant paid at least \$1,000 towards the purchase of the home \$ _____
 (amount)

Level of Assistance

The purchase property must be within the City limits. Homes in unincorporated areas of Aurora are not eligible. Properties within the Neighborhood Revitalization Strategy Area (NRSA) outlined in blue in the map below are eligible for a maximum of \$5,000 in assistance. Other properties *within the City limits* are eligible for a maximum of \$3,000 in assistance. City staff make final determination of location and assistance eligibility.



<p>NRSA Boundary</p> 	<p>Neighborhood Redevelopment Strategy Area (NRSA)</p>	 <p>Not To Scale</p>	 <p>Prepared By: The City of Aurora GIS Div.</p>
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Date: 12/14/2018

Purchase Property Occupancy Status: Owner Occupied Tenant Occupied Vacant

Purchase Property Address: _____

City: Aurora State: Illinois Zip Code: _____ Year Constructed: _____

Homes constructed before 1978 are subject to compliance with HUD’s Lead Safe Housing Rule (24 CFR Part 35) and the EPA’s Lead Renovation, Repair, and Painting Program (40 CFR Part 745). A visual inspection for deteriorated paint must be conducted. If deteriorated paint is identified, documentation that deteriorated paint conditions were corrected using safe work practices must be provided. If deteriorated paint was identified and corrected, clearance from a certified clearance inspector is necessary.

_____ I authorize City of Aurora staff to give and receive information related to my and Choose Aurora
(Initials) application with the mortgage lender/institution below.

Mortgage Lender - Name of Financial Institution: _____

Name of Loan Officer: _____

Loan Officer's Phone: _____ Email: _____

Ownership Status

(Must be one of the following three choices):

- Will be first home owned
- Lost prior home due to divorce or disaster
- Not owned a home in 3+ years

Type of mortgage loan

- VA
- FHA
- Conventional
- Other _____

Submit with Application:

- Copy of mortgage loan pre-qualification letter
- Copy of the executed real estate purchase agreement
- Evidence of applicant's financial contribution (minimum \$1000.00)
- Most recent copy of federal tax return including W2(s)
- Past two months cash account statements (excluding formal retirement accounts)
- Past two months of most recent pay stubs or award letter(s) for SSI/ Social Security/ Public Assistance/ Pension/ Retirement/ all other income

I am submitting a request for disbursement from the City of Aurora's Choose Aurora Homebuyer Assistance Forgivable Loan Program referenced above. By entering my signature below, I certify that I meet all eligibility requirements as defined by the program and I understand that if qualified for assistance, all documentation related to the program's requirements must be provided to the City before payment is issued. I also certify that I will obtain a 30-year, fixed-rate mortgage.

I declare under penalty of perjury that the statements I have made in this application are true and correct.

Signature of Applicant Printed Name Date

Signature of Co-Applicant Printed Name Date



Submit completed application and documents via fax or in person:
City of Aurora, Neighborhood Redevelopment
44 E. Downer Place • Aurora, IL 60505
Fax: 630-256-3329
Phone: 630-256-3320

City of Aurora
Request for use of Social Security Number

Why we collect your Social Security Number:

The Illinois Identity Protection Act, 5 ILCS 179/1 *et seq.*, requires local governments to implement an Identity Protection Policy that includes a statement of the purpose for requesting and using an individual's Social Security Number (SSN).

The purpose of this request for your Social Security Number:

You are being asked for your SSN for one or more of the following reasons:

- Court order or subpoena
- Law enforcement investigation
- Debt collection
- Internal verification
- Administrative purposes and/or
- Other: Choose Aurora – Homebuyer Assistance Forgivable Loan Program**

How we use your Social Security Number:

We will only use your SSN for the purpose for which it was collected. We will **NOT**:

- Sell, lease, loan, trade, or rent your SSN to a third party for any purpose;
- Publicly post or publicly display your SSN;
- Print your SSN on any card required for you to access our services;
- Require you to transmit your SSN over the internet, unless the connection is secure or your SSN is encrypted; or
- Print your SSN on any materials that are mailed to you, unless State or Federal law requires that number to be on documents mailed to you, or unless we are confirming the accuracy of your SSN.

Borrower Print Name: _____

Borrower Signature: _____

Date: _____

Co-Borrower Print Name: _____

Co-Borrower Signature: _____

Date: _____

Direct your questions or comments to:

City of Aurora, Neighborhood Redevelopment Division, 44 E. Downer Place, Aurora, Illinois 60505
Phone: 630-256-3320

Applicant Information

To obtain statistical information, please complete the information below.

What do you consider your ethnicity?

- Hispanic or Latino Not Hispanic or Latino Prefer not to answer

What do you consider your race?

- | | | |
|-------------------------------------------------|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input type="checkbox"/> White | <input type="checkbox"/> American Indian/Alaska Native | <input type="checkbox"/> American Indian/Alaska Native AND Black/African American |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Native Hawaiian/Other Pacific Islander | <input type="checkbox"/> Other: Multi-racial |
| <input type="checkbox"/> Asian | <input type="checkbox"/> American Indian/Alaska Native AND White | <input type="checkbox"/> Prefer not to answer |
| <input type="checkbox"/> Asian AND White | <input type="checkbox"/> Black/African American AND White | |

Choose Aurora – Homebuyer Assistance Forgivable Loan Program Guidelines and Application Process

Guidelines

All program funds are awarded on a first come-first served basis and are subject to funding availability. This program is available solely to applicants who wish to purchase single family homes within the city limits of Aurora. Application to the program itself does not reserve funds, but rather the completion of all application materials, loan underwriting, and the reservation of funds from a bank create a placement of program funds. This is three-year term, zero interest, no payment, fully forgivable loan. Funds can be applied to reasonable and customary closing costs and down payment. To qualify, generally the applicant(s):

Eligible Applicant

- Is a first time homebuyer or not owned a home for at least three (3) years or lost prior home due to divorce or disaster.
- Has a total household income not more than 80% of median family income guidelines as established annually by HUD.
- Anticipates debt to income ratios within program guidelines (front end 25% - 35%; back end \leq 43%)
- Must be in good standing with the City (i.e. no past due bills).
- Must disclose business or family ties to current or former employee, agent, consultant, officer, or elected or appointed official in the City of Aurora to determine whether a conflict of interest under applicable Federal regulations exists.

Eligible Housing Type

- Must be an existing home located in the city limits of Aurora.
- Must be a single-family residence - this includes condominiums, townhomes, and single units that are permanently affixed to a foundation.
- Must be owner-occupied or vacant at the time of listing.
- Applicant(s) shall use the home purchased under this program as their primary residence and cannot rent or subdivide the home for the three-year term of the loan agreement.
- Purchase price of the home must be at or less than 95% area median purchase price (by County).
- Must exhibit safe and sanitary conditions as evidenced by a home inspection.
- Homes constructed before 1978 are subject to compliance with HUD's Lead Safe Housing Rule (24 CFR Part 35) and the EPA's Lead Renovation, Repair, and Painting Program (40 CFR Part 745). A visual inspection for deteriorated paint must be conducted. If deteriorated paint is identified above de minimus levels, documentation that deteriorated paint conditions were corrected using safe work practices must be provided. If deteriorated paint was identified and corrected, clearance from a certified clearance inspector is necessary.
- Fees for any and all related services to address lead-based paint hazards are the homeowner's responsibility. Documentation that any and all applicable lead-based paint hazard requirements have been met is required before the City issues payment.

Ineligible Housing Type

- Multi-unit structures (duplexes, triplexes etc.) when more than one unit is being purchased.
- Homes located in unincorporated Aurora.
- Homes located in a floodplain.
- Homes occupied by tenants.

Application Process

Make an application to Choose Aurora a minimum of 4-6 weeks before an anticipated closing date. Approval may take up to six weeks and depends upon the timely submittal of necessary documents. After approval, a minimum of 5-7 business days is required to ensure the assistance can be wire transferred for the closing date.

- Applicant pre-qualifies for a 30 year, fixed rate mortgage loan.
- Applicant's offer to purchase a home within the City limits is accepted, and the purchase price is at or less than 95% area median purchase price (by County).
- Applicant reviews Choose Aurora program requirements.
- Applicant submits Choose Aurora application for assistance with copies of the following documents:
 - Copy of mortgage loan pre-qualification letter.
 - Copy of the executed real estate purchase agreement.
 - Evidence of applicant's financial contribution (minimum \$1000.00).
 - Most recent copy of federal tax return including W2(s) for all persons who will live in the purchase property age 18 years and older.
 - Past two months cash account statements (excluding formal retirement accounts) for all persons who will live in the purchase property age 18 years and older.
 - Past two months of most recent pay stubs or award letter(s) for SSI/ Social Security/ Public Assistance/ Pension/ Retirement/ all other income for all persons who will live in the purchase property age 18 years and older.

- City staff will verify:
 - Purchase property is within the City limits and determine whether it is in NRSA.
 - Total household income is at or below 80% AMI.
 - Purchase price is at or below 95% area median purchase price (by County).
 - Debt to income ratios are within program guidelines* (front end 25% - 35%; back end \leq 43%).
 - Applicant verifies one month of total household expenses are available in reserve after closing.
 - Purchase property is not located within a floodplain.
 - Applicant is in good standing with the City (i.e. no past due bills).

- Prior to approval:
 - Photo identification for all persons who will live in the purchase property age 18 years and older.
 - Determine whether a conflict of interest exists under applicable federal regulations.
 - Income affidavit signed by all persons who will live in the purchase property age 18 years and older.
 - Receive copy of purchase property appraisal.
 - Receive copy of purchase property home inspection.
 - Receive uniform underwriting transmittal summary (UUTS) or equivalent.
 - Verify applicant received "Protect you family from lead in your home" pamphlet.
 - Verify that a visual assessment for deteriorated paint was conducted by a trained individual (<https://apps.hud.gov/offices/lead/training/visualassessment/h00201.htm>), including a copy of the training certificate, with no interest in the purchase/sale of a purchase property constructed before 1978. If deteriorated paint is identified above de minimum levels, documentation that deteriorated paint conditions were corrected using safe work practices must be provided. If deteriorated paint was identified and corrected, clearance from a certified clearance inspector is necessary.

- After approval:
 - Applicant(s) completes W-9.
 - Applicant(s) signs agreement to accept a three (3) year covenant for homeownership and home maintenance with a recapture provision that the forgivable loan will be repaid in full if the home is rented, divided, transferred or sold before the end of the three year term.
 - Agreement is executed by the City of Aurora Purchasing Director.
 - City of Aurora is listed on homeowners/hazard insurance policy.
 - An approval letter is provided to the applicant and lender, reserving funds for 30 days.
 - City of Aurora receives closing disclosure or equivalent settlement statement.

- Closing:

The City of Aurora must receive wire transfer instructions, including the escrow account/file number, a **minimum of 5-7 business days before the closing date.**

 - City of Aurora receives wire transfer instructions, including escrow account/file number.
 - Buyer may not receive cash back at the time of purchase (except for any pre-paid costs and property tax credits over and above the reserves required).

- After Closing:
 - City of Aurora files a lien in the amount of assistance with applicable County Recorder's Office.
 - City of Aurora releases lien after applicant(s) abide by terms of agreement for 3-years.

* Certain compensating factors may be applied to increase the higher range percentage of the front and back end ratios (maximum front end 40% or back end 50%) if the applicant has a credit score of 580 or above. No compensating factors can be applied to front end ratios that are less than 25%.