



City of Fort Pierce Home Purchase Assistance Program Pre-Screening Questionnaire

Your answers to the questions below will determine whether you are eligible to apply for the Home Purchase Assistance Program. Spouses must apply as Applicant and Co-applicant. All applicants must be U.S. Citizens or Permanent Residents of the United States.

1. Have you owned a home within the last 3 years? Yes No (circle one)

Individuals, families or households must be first-time homebuyers or not had ownership interest in a home or other residential property within the last three (3) years anywhere within the United States, foreign land or country. Ownership interest includes but may not be limited to: ownership or purchase of a home or land; co-signatory on a mortgage loan; inherit home or land etc., regardless if borrower(s) did or did not live on the premises.

If you answered Yes to Question #1 above, do not proceed further. Please call 772-467-3183 to discuss your previous home ownership.

2. Does your total gross household income fall within the chart shown below: Yes No (circle one)

2017 Income Limits

Household Size	1	2	3	4	5	6	7	8
Income Limit	47,250	53,970	60,690	67,410	72,870	78,260	83,650	89,040

If you answered No to Question #2 above, do not proceed further. You are not eligible for the Home Purchase Assistance program.

3. Do you have a minimum of \$500 in savings to contribute towards your down payment? Yes No (circle one)

Homebuyers must contribute a minimum of \$500 of their own funds towards the down payment/closing costs prior to settlement. Additionally there must be a demonstrated need for funding.

If you answered No to Question #3 above, do not proceed further, you are not eligible for the Home Purchase Assistance program.

If you believe you are eligible for this program, based on your answers to the questions above, print and sign this form.

You may now request the Housing Assistance Program Application. Be sure to gather all of the documents listed on the checklist in the application.

Schedule a face-to-face intake appointment to submit your completed Housing Assistance Program application package, along with this signed form, to the City of Fort Pierce Grants Administration Division.

I/We hereby certify I/we have answered the above questions and are eligible to apply for the City of Fort Pierce Housing Assistance Program.

I/we understand this is the first step in the application process and does not guarantee acceptance to participate in the program nor guarantee funding.

Borrower Signature

Date

Co-Borrower Signature

Date

Questions? Please contact:

City of Fort Pierce
Grants Administration Division
100 North US Hwy 1
Fort Pierce, Florida 34950
Phone: 772-467-3183
Email: kmike@city-ftpierce.com

Borrower Information:
Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____



City of Fort Pierce Home Purchase Assistance Program

Need assistance to purchase a home? The City of Fort Pierce's Home Purchase Assistance Program provides assistance to qualified home buyers for down payment and closing costs associated with purchasing a home. The home must be located in within the city limits of Fort Pierce. All applicants must complete a pre-purchase home buyer education program and secure a first mortgage from an approved lender.

FREQUENTLY ASKED QUESTIONS

1. What type of assistance can I receive?

The City of Fort Pierce offers home purchase assistance through the State Housing Initiatives Partnership (SHIP) program, which can provide down payment and/or closing costs. Assistance is provided in the form of a zero percent interest, deferred payment loan.

2. What are the income requirements?

Households must have a gross yearly income of at least \$25,000 in order to apply. Household gross yearly incomes must not exceed the limits in the chart below.

2017 Income Limits

Household Size	1	2	3	4	5	6	7	8
Income Limit	47,250	53,970	60,690	67,410	72,870	78,260	83,650	89,040

3. How do I apply?

The first step to applying for home purchase assistance is to obtain a **Pre-Screening Form** from the City of Fort Pierce, Grants Administration Division, or from a participating mortgage lender. A list of participating mortgage lenders is included with this information. The pre-approval must be for at least \$75,000. Once you have obtained a pre-approval, please complete a Home Purchase Assistance Pre-Screening Form.

If your answers on the Home Purchase Pre-Screening Form indicate you are eligible to apply for Home Purchase Assistance, complete a Housing Assistance Program Application, per the Application instructions. **Applicants should not enter into a purchase agreement prior to the determination of program eligibility.**

You must attend a **Home Buyer Education Workshop** prior to being approved for the Fort Pierce Home Purchase Assistance Program. To search for workshop providers in our area, go to www.HUD.gov. If you choose to attend an online Home Buyer Education Workshop, it must be provided by a HUD Certified Housing Counseling Agency. **Please print the Certificate of Completion as you must submit this Certificate of Completion with your Housing Assistance Application.**

4. What is the amount of financial assistance that can be received?

Assistance amounts vary by each applicant's individual situation and the amount needed to cover the down payment and closing costs associated with the home purchase, normally between \$5,000 and \$15,000.

5. How long does it take to process my application for the Home Purchase Assistance program?

Once a completed application has been submitted, processing can take up to 6-8 weeks.

6. Are applications prioritized based on certain criteria?

Applications are accepted on a first come, first complete, first served basis. Submitting an application does not guarantee approval. Being approved for the Home Purchase Assistance Program does not guarantee funding from a lender.

7. Do I have to pay anything out of pocket?

An applicant is required to contribute at least \$500 out of pocket towards the purchase of their home. Additional funds may be required to close.

8. Do I have to repay the amount of funds I receive from the program?

As long as the recipient maintains the home as their primary residence for the term of the affordability period, the funds do not have to be repaid. The term of the deferred payment mortgage loan varies by the amount of assistance received and can be between 5 to 15 years. The refinancing of the first loan will require the deferred payment loan to be repaid, unless the refinance reduces the interest rate and/or payment and there is no cash out.

9. Where does the home need to be located?

Homes eligible for purchase through the program must be located within the city limits of Fort Pierce.

10. What is the next step after I have been approved for the Home Purchase Assistance Program?

After receiving approval for the Home Purchase Assistance Program, you may start your search for a home. If you enter into a contract for purchase, make sure to have your realtor notify the City of Fort Pierce, Grants Administration Division at 772-467-3183 or email kmike@city-ftpierce.com and your loan officer.

Lending Consortium Lender's List as of July 2016

Lender	Federal Programs			Federal Home Loan Bank Atlanta			Florida Housing Finance Corporation				Escambia Housing Authority
	FHA	VA	USDA	FHP	AHP	SAP	SHIP	HOME	FTHB	HOP	Bond Program
Seacoast National Bank	X	X	X	X	X	X					
Harbor Community Bank	X	X	X				X	X			
Florida Community Bank				X	X	X	X	X			X
CenterState Bank	X	X	X				X	X			
East Coast Mortgage Lenders											
Habitat for Humanity	NA	NA	NA	NA	NA	NA	X	NA			NA

X = Program being offered through lender

Not Offered

LEGEND:

FHA = Federal Housing Administration Programs

VA = Veterans Administration Programs

USDA = US Rural Development Programs

Federal Home Loan Bank of Atlanta Programs

FHP = First Time Homebuyers

AHP = Affordable Housing Program Grant (competitive grants)

SAP = Set aside programs

Florida Housing Programs

SHIP = State Housing Initiative Program

HOME = The HOME Investment Partnerships Program

HOP = Homeownership Pool

FTHP = First Time Home Buyers Program Removed

NOTE: THIS IS ONLY A LIST OF SUGGESTED LENDORS. YOU MAY SELECT THE LENDOR OR BANK OF YOUR CHOICE.