

**APPLICATION/PROCESSING
PROCEDURES**

through
National Faith Home Buyers Program

~ The City of Westland refers interested applicants to National Faith Home Buyers.

~ The Homebuyer Program:

- Step 1 — Information Session
- Step 2 — Application Process
- Step 3 — Action Plan Panel
- Step 4 — Credit Repair
- Step 5 - Workshops
 - Ready to Buy a Home?
 - Budgeting & Credit
 - Understanding Your Credit
 - Getting a Mortgage Loan
 - Shopping for a Home
 - Closing on Your Home

- Step 6 — Bank Financing
- Step 7 — Shopping for a Home
- Step 8 — Welcome to my New Home

- ~ Application packet submitted to the City of Westland for approval.
- ~ Homebuyer must complete a home ownership counseling program, provided by National Faith HomeBuyers.
- ~ If approved, down payment assistance is provided by City of Westland.
- ~ Minimum time frame from initial inquiry to closing is 45 days. Many factors impact this time frame, depending on status of HomeBuyer at time of application.

**~~ REASONS TO PURCHASE~~
A HOME**

- ~ Create a More Enjoyable Place to Live
- ~ Build Equity with Home Ownership
- ~ Instill Pride & Sense of Neighborhood

~~ To receive additional information ~~
or apply for HomeBuyer assistance,

contact:

National Faith HomeBuyers

(313) 255-9500
(800) 267-6559

www.nationalfaith.org

City of Westland
Department of Housing
& Community Development
734.793.9390

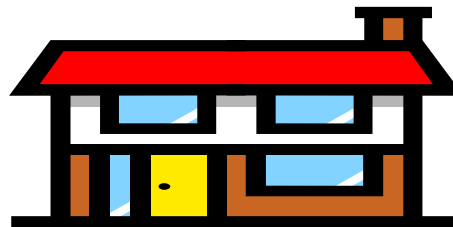


**CITY OF
WESTLAND**

***HOMEBUYER
PROGRAM***

The City of Westland Home Buyer Program strengthens neighborhoods, as it provides assistance to low and moderate income families to purchase a home in the City of Westland.

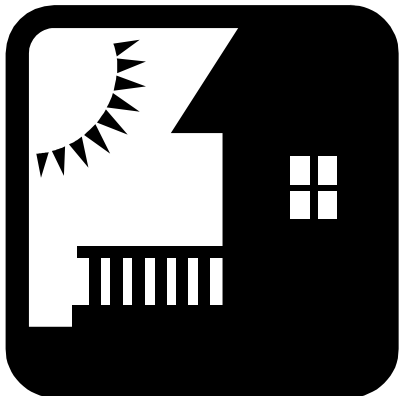
William R. Wild, Mayor



***"Equal Housing
Opportunity"***

HOMEBUYER ASSISTANCE MAY BE USED FOR:

- ~ Down Payment Assistance
 - ~ Eligible Closing Costs such as:
Pre-Paid Taxes, Interest, Lender's Points,
Application Processing Fees, Credit
Report, Title Insurance, Appraisal,
Mortgage Survey, Cost Estimates, Safety
Testing, Private Mortgage Insurance,
Lump Sum Processing, Fees: loan,
broker, recording, legal,
 - ~ Excluded Closing Costs:
Real Estate Commissions.
- ~ The City of Westland will subordinate to a refinancing mortgage, only in situations where the payment and/or term are reduced. The City will not subordinate a new mortgage for the purpose of taking equity out of the property.



ELIGIBILITY REQUIREMENTS

- ~ HomeBuyer must be at least 18 years old.
- ~ Annual gross income cannot exceed 80% of Detroit median income as determined by HUD income limits.
- ~ HomeBuyer must meet income requirements at the time the household initially occupies the property or when HOME funds are invested, whichever is later.
- ~ HomeBuyer must occupy the property as a principal resident for at least 5 years.
- ~ HomeBuyer cannot own or have an interest in any other real estate at the time of purchase, including a vacation home.
- ~ HomeBuyer cannot have more than \$15,000 in liquid assets.

PROPERTY STANDARDS

- ~ A purchase offer is contingent on a Certificate of Occupancy from the Westland Building Department. The house must pass the City's Home Certification Inspection and Housing Quality Standards. All required repairs must be completed prior to closing.
- ~ All new construction properties must meet local construction, zoning and energy code, and noise mitigation standards for any structures located in a designated noise mitigation zone (65-70 decibels).
- ~ The property must also meet all applicable state and local building codes and zoning requirements.

ELIGIBLE PROPERTIES FINANCING TRANSACTIONS

- ~ Properties may be located anywhere within the City of Westland.
- ~ Properties may be single family detached homes, condominium unit ownership or a duplex, if one unit is owner occupied or both units are vacant.
- ~ Properties occupied by leasehold tenant are eligible if the HomeBuyer is the tenant. If the property had a tenant in place prior to sale, the unit must be vacant for a period of four months prior to the time of sale.
- ~ Manufactured or modular housing is eligible, provided the housing is located on minimum of a single lot with a permanent foundation and permanent utility hook-ups, on land that is held in fee simple title.
- ~ HomeBuyer must obtain ownership in fee simple title by warranty deed.
- ~ Mortgage financing is required for all transactions; land contract and lease/purchase financing is not eligible.
- ~ Property sales price must be below HUD HOME limits for the Detroit PMSA, found at hud.gov.

TERM OF AFFORDABILITY

- ~ HomeBuyer may not sell the property for five years from the date of closing. If sold or refinanced during the affordability period, the assistance must be fully repaid to the City of Westland. This recapture provision is enforced by a second mortgage lien.
- ~ At the end of the five-year affordability period, if the HomeBuyer has met all program requirements, the first \$7,500 lien on the property will be forgiven. For assistance over \$7,500, the balance will be repaid at the time of sale or refinance. This is also enforced by a second mortgage.