

## HOME Program Homebuyer Completion Report

**IHCDA Use ONLY:**

**IDIS Activity Number:** \_\_\_\_\_

**Mark Appropriate Box:**

☐ **Original Submission**

☐ **Revision**

<b>Part A: Activity Information</b>			
1. Name of Participant:		2. Contract #:	
3. Type of Property (check one):			
<input type="checkbox"/> 1-4 Single Family	<input type="checkbox"/> Condominium	<input type="checkbox"/> Manufactured House	
4. Type of Activity Financed (check one):			
<input type="checkbox"/> Acquisition & New Construction	<input type="checkbox"/> Acquisition & Rehabilitation		
<input type="checkbox"/> New Construction Only	<input type="checkbox"/> Rehabilitation Only		
		Total Completed	HOME-Assisted
5. Units			
Of the Total Completed Units, the Number of:	Units Qualified as Energy Star		
	Section as 504 Accessible Units		
6. <u>Period of Affordability</u> : If you are imposing a period of affordability that is longer than the regulatory minimum, enter the total years (HOME minimum + additional) of affordability. If only imposing the HOME regulatory minimum, leave blank.			
Total Years of Affordability:			
7. <b>Lead Based Paint Requirement</b> (only applicable for Acquisition/ Rehab activities)			
<input type="checkbox"/> Housing Constructed before 1978 <input type="checkbox"/> Exempt, Housing Constructed 1978 or later <input type="checkbox"/> Otherwise Exempt: 0 Bedroom, Elderly – disabled with no children under 6, LBP free and/ or used no more than 100 days per year.			
8. <b>Lead Hazard Remediation Actions</b> (if applicable)			
<input type="checkbox"/> Lead Safe Work Practices (24 CFR 35.903 (b)) <input type="checkbox"/> Interim Controls of Standard Practices (24 CFR 35.903 (c)) <input type="checkbox"/> Abatement ((24 CFR 35.903 (d))			
<b>Part B: Financial Structure of Activity</b>			
1. <b>Purchase Price</b> \$		<b>After Rehab Value (if applicable)</b> \$	
2. <b>HOME Property Costs</b> <i>(Including HOME Program Income)</i>  <i>Enter amount of IHCDA HOME award utilized under the Developer Subsidy ("Grant") and Interim Construction Financing ("Amortized Loan").</i>		Amortized Loan	\$
		Grant	\$
		Deferred Payment Loan	\$
		<b>Total</b>	\$

<b>3. HOME Downpayment Assistance</b> <i>(Including HOME Program Income)</i>  <i>Enter amount of IHCD HOME award used for the Buyer's Subsidy under "Deferred Payment Loan".</i>	Amortized Loan	\$					
	Grant	\$					
	Deferred Payment Loan	\$					
	<b>Total HOME DPA</b>	\$					
<b>4. Public Funds</b>  <i>Enter amount of Federal, State, or Local funds used for project (i.e. USDA, grants from city or county, etc.)</i>	Other Federal Funds	\$					
	State/Local Appropriated Funds	\$					
	Tax Exempt Bond Proceeds	\$					
	<b>Total Public Funds</b>	\$					
<b>5. Private Funds</b>  <i>Participant's cash contributions other equity, construction loans, owner cash contribution, or other private grants used for project.</i>	Private Loan Funds <i>(Include Buyer's Permanent Financing)</i>	\$					
	Owner Cash Contribution	\$					
	Private Grants	\$					
	<b>Total Private Funds</b>	\$					
<b>6. Total Activity Costs</b>		\$					
<b>Part C-1: Household Characteristics</b>							
1. Name of Homebuyer:							
2. Property Address:							
# of Bedrooms	% of Area Median Income	Occupant	Hispanic or Latino? (Y/N)	Race – Head of Household	Size of Household	Type of Household	Assistance Type
<b>Part C-2.: Homebuyer Characteristics</b>							
1. First Time Homebuyer?				<input type="checkbox"/> Yes	<input type="checkbox"/> No		
2. Coming from Subsidized Housing?				<input type="checkbox"/> Yes	<input type="checkbox"/> No		
3. Lease Purchase? <input type="checkbox"/> Yes <input type="checkbox"/> No				If Yes, Date of Agreement:			
4. Homebuyer Counseling?				<input type="checkbox"/> No Counseling	<input type="checkbox"/> Pre-Counseling		
				<input type="checkbox"/> Post-Counseling	<input type="checkbox"/> Both Pre and Post		
5. FHA Insured?				<input type="checkbox"/> Yes	<input type="checkbox"/> No		

**% of Area Median Income Code**

1 = 0 – 30%  
2 = 30 – 50%  
3 = 50 – 60%  
4 = 60 – 80%

**Occupant Code**

1 = Owner  
2 = Vacant

**Race of Head of Household Code**

11 = White  
12 = Black/African American  
13 = Asian  
14 = American Indian/Alaskan Native  
15 = Native Hawaiian/Other Pacific Islander  
16 = American Indian/Alaska Native & White  
17 = Asian & White  
18 = Black/African American & White  
19 = American Indian/Alaska Native & Black/African American  
20 = Other Multi Racial  
4 = Other Federal/State/Local Assistance

**Type of Household Code**

1 = Single/Non-Elderly (Under age 62)  
2 = Elderly (Age 62 and older)  
3 = Single Parent  
4 = Two Parents  
5 = Other

**Assistance Type Code**

1 = No Assistance  
2 = Section 8  
3 = Tenant Based Rental Assistance