

Rockwall Housing Development Corporation

**HOME BUYER DOWN PAYMENT ASSISTANCE PROGRAM**

Managed by Michael Hunter, NMLS # 215970

1. The Rockwall Housing Development Corporation (“RHDC”) has a contract with the State of Texas to provide down payment assistance from \$1,000 to \$20,000 each to qualified families to help them purchase homes in Rockwall County
2. Sales priced limits for houses in this program cannot exceed \$146,000 for existing homes and \$195,000 for newly constructed homes.
3. Actual amount of Down Payment Assistance allowed is determined by calculating how much funds are necessary (up to \$20,000) to have the monthly mortgage payment (PITI plus PMI) as close to 20% of the households gross monthly income without going below 20%.
4. Households that will have a monthly mortgage payment less than 20% of their gross monthly income are NOT eligible for this program.
5. Qualified families must have total annual earnings and assets worth at or below 80% of the Rockwall County area median family income by family size (see chart below).
6. The down payment assistance will be made as a 0% interest, deferred, forgivable loan. A second lien in the amount of the down payment will be placed on the home by the Texas Department of Housing and Community Affairs. If the assistance granted is between \$1,000 and \$14,999, the Homebuyers must agree to live in the home as their principal place of residence for five years. If the assistance granted is in an amount between \$15,000 and \$20,000, the homeowners must agree to live in the home as their principal place of residence for ten years. At the end of the contract term, the loan is fully forgiven and the second lien on the property will be removed.

7. The down payment assistance can be used on either existing or newly constructed homes located anywhere within Rockwall County. Homes located outside the county limits are not eligible for the Program.
8. The house being purchased must pass a State required inspection. The inspection will be performed by an inspector retained by the RHDC at no cost to the home buyers. The house must require no repair at the time of closing.
9. Potential home buyers must attend a federally required, one day homebuyer counseling course. The course is provided to interested families at no out of pocket cost to the family by Hunter & Hunter Consultants.
10. Homebuyer counseling courses are scheduled on a month basis at the Meadows Apartments in Rockwall and are held on Saturdays to minimize lost work time for the applicants. The course is an 8 hour course beginning at 9:00 a.m. and ending at approximately 5:00 p.m. Interested parties need to register for the course in advance by calling (214) 563-1284.
11. Allowable lender fees charged at closing are capped at \$3,500 or 2% of the first lien mortgage amount, whichever is higher. The fee cap excludes fees for reimbursement of Appraisals and Surveys and excludes single family mortgage revenue bond fees paid to a third party.

#### MORTGAGE CREDIT CERTIFICATE BOND PROGRAM

1. The RHDC down payment assistance can be used with a variety of first lien mortgage loan programs including FHA, VA, and conventional loans in addition to State and regional single family mortgage revenue bond programs.
2. The Mortgage Credit Certificate (MCC) program allows borrowers to receive a tax credit for 35% of the annual interest paid on their mortgage loans up to \$2,000 per year for the life of the loan.

3. The MCC Program could save home buyer tens of thousands of dollars over the life of their mortgage loan.
4. To qualify for the MCC Program a family has to meet income limits and must be first time homebuyers.
5. Several Metroplex area lenders are participating in and promoting the MCC Program for their customers.

**ROCKWALL HOUSING DEVELOPMENT CORPORATION**  
**HOME BUYER'S ASSISTANCE PROGRAM**

MAXIMUM INCOME LIMITS\* BY HOUSEHOLD\*\* SIZE  
As of 8/18/2013

**ROCKWALL COUNTY**

% Income	Family Size: 1	Family Size: 2	Family Size: 3	Family Size: 4	Family Size: 5	Family Size: 6	Family Size: 7	Family Size: 8+
80%	\$37,800	\$43,200	\$48,600	\$54,000	\$58,350	\$62,650	\$67,000	\$71,300

\*Maximum income is determined by combining the gross incomes (before taxes) of every person over the age of eighteen who is living in or will live in the house

\*\*Household size is defined as the total number of persons living in, or who will live in, the house whether they are related or not.

**DOCUMENTS REQUIRED TO DETERMINE INCOME ELIGIBILITY**

The U.S. Department of Housing and Urban Development requires that the total gross income of a household be calculated to determine the income

eligibility of a household. To make that determination, the applicant must make available to the RHDC's administrative representative certain documents regarding wages, earnings and assets the household might have. Wage or salary type income is calculated for each person in the household, whether related or not, who is 18 years of age or older. The documents requested include:

For Wages, Salaries and other Earned Income

1. The last six (6) paystubs for each working person in the household. There cannot be any gaps in the sequential order of the pay stubs.
2. If the pay stubs do not have gross and net earnings and a listing of deductions, are incomplete or handwritten, or if the applicant is a contract employee, seasonal employee or temporary employee, the Corporation will prepare a Verification of Employment to be sent to the human resources department of the employer. The employee must sign the Verification of Employment authorizing the employer to release that information.
3. If an applicant is self-employed the applicant must provide the last two years tax returns obtained from the Internal Revenue Service and a listing of current year income and expenses. The IRS version of the tax return can be ordered by the tax payer on-line. Once the request is submitted, the IRS will send the information to the applicant. If an applicant uses a tax preparer, then that person might be able to help the tax payer obtain the necessary documents. A copy of a tax return completed for submission is not acceptable to the program. Acceptable tax returns are only those that have been accepted by the IRS and therefore must come from the IRS.
4. If the applicant is retired, then the applicant must provide a copy of their current benefits letter from the Social Security Administration or their company's retirement program.
5. If any member of the household is receiving disability assistance, the applicant must provide a copy of the current disability letter.

6. If any person in the household is receiving, or is legally supposed to receive child support, the applicant must provide a copy of the divorce decree or court order showing the amount of child support ordered, a copy of a printout from the Attorney General's Office showing a history of the child support amount actually being paid and a statement from the Attorney General's office that states that the case is in active status.
7. Other documentation may be required depending on the individual circumstances of the applicant.

#### For Assets

1. Copies of the last six (6) months complete bank statements for each checking account for each person over the age of 18 in the household.
2. A copy of the most recent complete bank statement for each savings account held by members of the household regardless of age of household member.
3. A copy of the most recent statement showing current value for each retirement account (IRA, 401(k), etc.), and stock investment/portfolio.
4. For real property such as land, buildings, etc. (located anywhere in the world) a copy of the most current value as determined by the local appraisal district.
5. Other documentation may be required depending on the individual circumstances of the applicant.

#### APPLICATION

Applications will be taken on a first come, first served basis.

1. The application must be completely filled out in black ink and signed and dated by everyone in the household 18 years of age or older.
2. If an error is made, applicants cannot not erase the incorrect information or use whiteout. They must draw a line through the incorrect information and write the correct information beside it and initial the change.
3. In spaces that deal with income or asset information, in the square under the appropriate householder designation, fill in the dollar amount earned or the dollar value of the asset.
4. Size of household includes everyone currently living in the household whether related or not, persons temporarily absent from the household, but who are expected to return to the household within 12 months, and unborn children if disclosed by the applicant.
5. The completed application and back up documentation can be returned to the Program by one of following three methods:
  - a. Scan the documents and attach them to an email and send to; [michael@hunter-hunter.com](mailto:michael@hunter-hunter.com), (remember to set the Adobe scan quality to the minimum or most economic level if you use this method); or
  - b. Fax the information to: 1 (972) 722-3966; or
  - c. By U.S. Mail to: Hunter & Hunter Consultants, Inc., 220 W. Quail Run Road, Rockwall Texas 75087; or
  - d. Hand deliver them to the RHDC Corporate office at 787 Hail Drive, Rockwall Texas.

The Home Buyer Assistance Program is being administered by Hunter & Hunter Consultants, Inc. under contract to the Rockwall Housing Development Corporation. The Program is being specifically managed by Michael Hunter, Residential Loan Officer, NMLS # 215970 for Hunter & Hunter Consultants, Inc. Mr. Hunter can be reached by phone at (972) 771-5907 (office), (214) 563-284 (cell), or by email: [michael@hunter-hunter.com](mailto:michael@hunter-hunter.com).