**NCDFI Relending Demonstration Program**

**Ultimate Recipient Application Checklist**

The following items needed for the Ultimate Recipient loan draw request:

Loan Application (ensure property address and social security number are completed)

4A Worksheet for Computing Income/Maximum Loan Calculator or other income calculation document (to show income calculations)

THPO Property Review and Sign-off (n/a for new properties)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Loan # | Closing Date | NCDFI | Matching Funds | Other Funding | Loan Amount |
|  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

List other funding source(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Loan Narrative (brief description of income, credit/debts, assets, and home-location/value):

Interest Rate: \_\_\_\_\_\_\_\_\_ Term: \_\_\_\_\_\_\_\_\_\_\_ Fees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| Interest must fall below the 502 Full Note Rate for that month |

Ethnicity: Race: Sex: Veteran:

Hispanic Native American Male Yes

Non-Hispanic Asian Female No

African American

White

Pacific Islander

Certification. As the NCDFI representative, I certify to the best of my knowledge, that the proposed ultimate recipient is eligible for the loan, the proposed loan is for an eligible purpose; and, the proposed loan complies with all applicable statutes and regulations.

NCDFI Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date funds released:

Signature:

Checklist of items for Rural Development File Reviews

Loan Application Form (Do Not Pay verification from RD).

Loan Underwriting Narrative (Address Income, Credit, Assets, etc.) and supporting documentation (e.g. paystubs, bank records, credit report etc.)

4A Worksheet for Computing Income/Maximum Loan Calculator or other income calculations document.

Home Buyer Education Certificate (if first time homebuyer)

Truth in Lending Documents

Purchase Agreement

Appraisal

Title Status Report (TSR) or equivalent (i.e. Hawaiian lands)

Lease

RD environmental review (please contact THPO if applicable and provide their review (n/a for new properties))

Insurance information

Closing documents