NPHS through the Workforce Initiative Subsidy for Homeownership (W.I.S.H.) program, offers up to $22,000 for each eligible household to be used towards down payment for the purchase of a home within the Inland Valley. The program is intended for lower income (80% AMI and below) first time home buyers who can afford monthly mortgage payments but do not have quite enough saved to pay the initial home purchase down payment and non-reoccurring closing costs. The goal of the program is to increase homeownership in the Inland Valley.

The W.I.S.H. Down Payment Assistance Loan is unique in that it is fully forgiven after a 5 year period. The amount owed will decrease by 20% for each of the 5 years the borrower retains homeownership of the home as their primary residence. Funds are available on a 4-to-1 matching format in which the borrower can come in with a maximum of $5,500 in order to receive the maximum loan amount of $22,000. Funds are available on a first come, first served basis with a fully executed purchase contract. PLEASE NOTE there is a $1,500 counseling fee to process W.I.S.H loan applications.

In order to effectively determine your eligibility, please complete this application as thoroughly and accurately as possible. Please note that you must use an NPHS Participating Lender and submit a completed application for the W.I.S.H. Down Payment Assistance Loan. The application, along with all required documents, must be submitted a minimum of 4 weeks prior to any loan commitments or closing dates. When you are qualified you will be issued a letter of preapproval that will remain valid for 90 days.

Applications should be submitted to Curtis Miller, Community Lending & Investment Manager via email at Curtis@nphsinc.org or in person at the NPHS Headquarters located at 9551 Pittsburgh Avenue, Rancho Cucamonga, CA 91730.

W.I.S.H. Down Payment Assistance Loan applications are available online at www.nphsinc.org. If you have questions regarding the application process, please contact one of our Homeownership Specialist at (909) 988-5979.
W.I.S.H.
Down Payment Assistance Loan Application

APPLICATION INSTRUCTIONS

Please complete the attached application. The information provided is confidential and shall be used for the purpose of determining eligibility for the W.I.S.H. Down Payment Assistance Loan. In addition to completing this application, please submit Phase 1 documents for all persons receiving income in the household at the time of application to determine your eligibility.

Phase 1: Documents to be submitted with initial application to determine eligibility.
- Signed Application, Disclosures and including Exhibit A
- Copy of Driver’s License and Social Security
- Copy of last 4 most recent paycheck stubs for all persons living in the household
- Copy of Last 3 years Federal Income Tax Returns with W-2s
- If Self-Employed must provide a Year-to-Date Profit and Loss Statement along with the previous 3 years Federal Tax Returns from a qualified institution
- Copy of other income documentation such as Alimony, Child Support, Social Security, SSI, Retirement and Disability (supply a copy of the award letter or a copy of the check or direct deposit bank statement)
- Copy of all pages from the 3 most recent bank statements of all accounts (showing the required down payment from the borrower’s own funds). Must include other accounts such as mutual funds, stocks, bonds, 401K and IRAs
- Copy of Credit Report for ALL Applicants
- Copy of First Mortgage Loan Preapproval Letter
- 1003 Application
- Fully Executed Purchase Contract

Phase 2: Documents to be submitted by first mortgage lender 15 days prior to closing.
- Final loan approval letter from First Mortgage Lender
- Loan Estimate
- Escrow instructions with vesting
- Preliminary Title Report with wire instructions
- Appraisal
- Estimated Settlement Statement
- Verification of Employment
- Closing Disclosure
- Homebuyer Education Certificate of Completion with Neighborhood Partnership Housing Services
# W.I.S.H. Down Payment Assistance Loan Application

## Primary Applicant Information

| First Name: ______________________________________ | MI: _____ | Last Name: ______________________________________ |
| Street Address: ____________________________________ | City: ___________ | State: _______ | Zip Code: ___________________ |
| Home Telephone: _____________________ | Cell Telephone: ___________________ | Birth date: ___________ | Email: ___________________ |
| Mailing address: ____________________________________ | Social Security Number: ___________________ |
| California Driver License Number/California ID: ____________________________________________________________ |

<table>
<thead>
<tr>
<th>Marital Status</th>
<th>O Single</th>
<th>O Married</th>
<th>O Divorced</th>
<th>O Separated</th>
<th>O Widowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disability/ Special Need</td>
<td>O Yes</td>
<td>O No</td>
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<tr>
<td>Veteran</td>
<td>O Yes</td>
<td>O No</td>
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<tr>
<td>First Time Homebuyer</td>
<td>O Yes</td>
<td>O No</td>
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<tr>
<td>Foreign Born:</td>
<td>O Yes</td>
<td>O No</td>
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<tr>
<td>Primary Language: _________________________________</td>
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</table>

## Section 1: Employment Information

| Current Employer: ___________________________________________________________________________________________________ |
| Work Phone: ( ) ______________________________________ | Fax: ( ) ______________________________________ |
| Employers Address: ___________________________________________________________________________________________________ |
| How long have you been at your current employer: ____________________ | Your Hire Date: ____________________ |
| Email: __________ | Title/Position: ____________________ | Supervisors Name: ____________________ |
| Supervisors Phone Number: (_____) ____________________ |

| Compensation: $_____________________________Yr. | Hourly Rate: $_________________/hr. | Hours Worked Per Week: ____________________ |
| Gross Monthly Income (before taxes): $_____________________________ | Net Monthly Income (after taxes) $_____________________________ |
| Self Employed P&L (YTD gross): ____________________ | Self Employed P&L (YTD net): ____________________ |
Section 2: Housing Arrangement and History

Describe your current housing arrangement:

O Homeowner with Mortgage  O Rent: $______________ Per Month  O Does Not Pay Rent

O Homeowner with a Mortgage $______________ Per Month

How long have you lived at your current residence: ____________________________________

Have you or any other person listed on this application, purchased or had ownership interest in a residential unit within the last 3 years:

O Yes  O No

Section 3: Home Ownership Information

Have you or any other person listed on this application, purchased or had ownership interest in a residential unit within the last 3 years:

O Yes  O No

Have you or your co-applicant filed for bankruptcy or foreclosed on a property in the past 3 years:  O Yes  O No

What is maximum housing payment you are comfortable making? $_________________________

Section 4: Household Type Information

O Male/Female-headed Single-Parent Household  O Married with Dependents  O Married without Dependents

O Single Adult

Household Size: _______  Number of Dependents: _______  Ages of Dependents: ____, ____, ____, ____, ___, ___

Section 5: Assets

<table>
<thead>
<tr>
<th>Borrower</th>
<th>Balance</th>
<th>Co-Borrower</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking Account</td>
<td>$______________</td>
<td>Checking Account</td>
<td>$______________</td>
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<tr>
<td>Savings Account</td>
<td>$______________</td>
<td>Savings Account</td>
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<tr>
<td>Money Market</td>
<td>$______________</td>
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<td>$______________</td>
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<tr>
<td>Other (stocks, bonds, ext.)</td>
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<td>Other (stocks, bonds, ext.)</td>
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<tr>
<td>401K and Retirement</td>
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<td>401K and Retirement</td>
<td>$______________</td>
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</table>

How much do you have for your down payment: $_______________________
### Section 6: Liabilities

<table>
<thead>
<tr>
<th>Borrower Name</th>
<th>Unpaid Balance</th>
<th>Monthly Payment:</th>
<th>Co-Borrower Name</th>
<th>Unpaid Balance</th>
<th>Monthly Payment:</th>
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</thead>
<tbody>
<tr>
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<td>$_________</td>
</tr>
</tbody>
</table>

Are all debts listed?  O Yes  O No

Is any debt past due?  O Yes  O No  How many months? _____________

Have you or your co-applicant filed for bankruptcy or foreclosed on a property in the past 3 years?  O Yes  O No

### Section 7: Lender Information

O I have been pre-approved for a first mortgage:  O Yes  O No

O I am in contract to buy a house and have a closing date for my loan:  O Yes  O No  If yes, please enter the closing date:__________________

Name of Loan Officer: ___________________________________________________________

Name of Bank: _________________________________________________________________

Telephone of Loan Officer: _______________________________________________________

Email of Loan Officer: ___________________________________________________________
W.I.S.H. Down Payment Assistance Loan Application

Co - Applicant Information

First Name: ______________________________________ MI: ________ Last Name: ____________________________________________
Street Address: ___________________________________ City: ___________________ State: _______ Zip Code: ________________
Home Telephone: _____________________ Cell Telephone: _______________________ Birth date: ____________ Email: _________________
Mailing address: ___________________________________ Social Security Number: ____________________________
California Diver License Number/California ID: _________________________________________________________________________________

Marital Status O Single O Married O Divorced O Separated O Widowed
Disability/ Special Need O Yes O No
Veteran O Yes O No
First Time Homebuyer O Yes O No
Foreign Born: O Yes O No
Primary Language: ________________________________

Section 1: Employment Information

Current Employer: _______________________________________________________________________________________________________
Work Phone: (          ) ________________________________________ Fax: (           ) __________________________________________
Employers Address: _______________________________________________________________________________________________________
How long have you been at your current employer: __________________________ Your Hire Date: ______________
Email: __________________________________ Title/Position: __________________________ Supervisors Name: __________________________
Supervisors Phone Number: (_____) _________________________________________________________________________________________

Compensation: $_____________________________Yr. Hourly Rate: $_________________/hr. Hours Worked Per Week: ____________
Gross Monthly Income (before taxes): $_________________________ Net Monthly Income (after taxes) $________________________
Self Employed P&L (YTD gross): ______________________________ Self Employed P&L (YTD net): ______________________________
Section 2: Housing Arrangement and History

Describe your current housing arrangement:

- O Homeowner with Mortgage
- O Homeowner with a Mortgage

O Rent: $__________________ Per Month
O Does Not Pay Rent

O Homeowner with Mortgage $______________ Per Month

How long have you lived at your current residence: ____________________________________

Have you or any other person listed on this application, purchased or had ownership interest in a residential unit within the last 3 years:

O Yes  O No

What is maximum housing payment you are comfortable making? $________________________

Section 3: Home Ownership

Have you or any other person listed on this application, purchased or had ownership interest in a residential unit within the last 3 years:

O Yes  O No

Are all debts listed:  O Yes  O No

Is any debt past due:  O Yes  O No  How many months: ________________

Have you or your co-applicant filed for bankruptcy or foreclosed on a property in the past 3 years:  O Yes  O No

What is maximum housing payment you are comfortable making? $________________________

Section 4: Relation to Applicant

- O Grandfather/Grandmother  O Husband/Wife  O Uncle/Aunt  O Niece/Nephew  O Son/Daughter
- O Father/Mother  O Sister/Brother  O Girl Friend/Boy Friend  O Domestic Partner
Acknowledgement and Certifications

By signing below I acknowledge, accept and certify the following:

1. I am aware that my application is being submitted to NPHS for a down payment assistance loan.
2. I am aware that there is a 5 year retention period of using the home being purchased as my primary residence otherwise repayment obligations will occur.
3. I understand that my loan amount owned will decrease by 20% each year for 5 years until the loan is fully forgiven.
4. I am aware of a $1,500 counseling fee for my approved loan that will be paid to NPHS and can be financed through my first mortgage loan.
5. I understand that this is a 4-to-1 matching program and I must come in with funds of my own.
6. I understand that funds for this loan are not guaranteed and are only available on a first come, first served basis with a fully executed and purchase contract.
7. I understand and agree that NPHS is not responsible for the loss of any earnest money deposit or any other monetary losses associated with my purchase transaction or as a result of this application being either approved or denied.
8. I understand and agree that NPHS is not responsible for any fees, costs or additional expenses associated with my purchase transaction or incurred as a result of this application being either approved or denied.
9. I understand that NPHS reserves the right to reverse any loan approvals based on additional information discovered that proves the applicant is not eligible for assistance.
10. I understand that once my application is submitted, I will not be permitted to make any changes that will affect my ratios, household size, income and number of dependents. It is my responsibility to verify the completeness and accuracy of my application before it is submitted to NPHS.
11. I certify that I have not had ownership interest in a residential unit within the last three years.
12. I agree that this application is the property of NPHS and need not be returned to me.
13. I certify that the information contained in this application including all exhibits is true and complete as of the date below.

IF ANY INFORMATION IS WITHHELD, FALSIFIED, OR WILLFULLY MISREPRESENTED, NPHS RESERVES THE RIGHT TO REFUSE FUNDING, OR TO CALL THE LOAN DUE-IMMEDIATELY UPON DEMAND. ACCEPTANCE OF THIS APPLICATION BY NPHS DOES NOT MEAN YOU HAVE BEEN APPROVED FOR A LOAN. NPHS WILL NOTIFY YOU IN WRITING IF YOU HAVE BEEN APPROVED OR DENIED A LOAN.

_________________________________________  _____________ __________________________
Applicant Signature Date  Co-Applicant Signature  Date
NON BORROWER’S EMPLOYMENT AND INCOME INFORMATION

(Exhibit A)

List names and income/employment information of additional family members who will be living in the house that are Non Borrowers of this purchase transaction:

Non-Borrower Name: ____________________________________
Employer______________________________________________  Monthly Gross Income: _____________

Non-Borrower Name: ____________________________________
Employer______________________________________________  Monthly Gross Income: _____________

Non-Borrower Name: ____________________________________
Employer______________________________________________  Monthly Gross Income: _____________

Office Use Only

Total Borrowers Monthly Gross Income:  $____________________________

Total Non-Borrowers Monthly Gross Income:  $_________________________

Total Household Monthly Gross Income:  $_____________________________