

*We'll be getting started
shortly!*

Find meeting link AND power point copies online here:

<https://rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-4209404109>



HWS HOUSING AND
WORKFORCE
SOLUTIONS
ENGAGE. ENCOURAGE. EQUIP.

2023-2026 Riverside County First Time Home Buyer (ARPA, HOME, PLHA) Programs

County of Riverside
Housing & Workforce Solutions (HWS)
3403 Tenth Street, Suite 300
Riverside, CA 92501

New Website:
<https://rivcohws.org/community-and-housing-development/housing-programs>



Before We Begin

- Chat will not be monitored
- Find power point copies online here:
 - <https://rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-4209404109>
- Technical Difficulties? Don't worry – we'll work w/ you.
- Hold off on any questions until the end of the training
- Must stay for the entire session
- Remember to collect and turn in required documents at the end of class... or we won't consider you as here 😊



Introduction



Contact Info

Your FTHB service team:

Susan Guarino,
Deysi Salazar,
Veronica Miranda,
and
Martha Huerta

- New FTHB Departmental Email Address:

fthb-programs@rivco.org

- Fax:

951-374-3098



Main #: 951-955-0784
3403 Tenth Street, Suite 300
Riverside, CA 92501



Program Accomplishments

- Assisted 900 families with over \$21M in FTHB down payment assistance. (Today we are discussing these specific DPA programs.)
- Provided over \$31.1M in tax credits to 1,327 families
- Since 1994, HWS has helped 3,500 families achieve homeownership with down payment assistance, closing cost assistance, and tax credits totaling over \$98.8M



Fund Sources - ARPA

- The American Rescue Plan Act was signed into law by President Biden on March 11, 2021; it guaranteed direct funding to all cities, towns and villages in the United States.
- **5th District Supervisor Gutierrez**, along with the rest of the Riverside County Board of Supervisors, allocated \$1M of Supervisor's own assigned ARPA funds to create our ARPA First Time Homebuyer Program for 5th District first time homebuyers.
- To increase affordability opportunities of lower income households, we are giving preference to homebuyers at or below 80% AMI. Approved lenders are able to combine HOME FTHB with ARPA FTHB participating areas.



Fund Sources - HOME

- HOME Investment Partnerships Program (HOME) funds are also federally funded;
- RivCo has been a designated participating jurisdiction since the 1990s.
- From HUD we receive (a.) an annual formula allocation as a county and (b.) additional pooled resources from the participating cities.
- Being HUD funded, HOME FTHB is the most conservative of the 3 programs.



Fund Sources - PLHA

- Funded by the Permanent Local Housing Allocation through California Housing and Community Development;
- RivCo has been a designated participating jurisdiction since 2021.
- From HCD, we receive (a.) an annual formula allocation as a county and (b.) additional resources from the participating cities.
- PLHA FTHB is probably the most flexible of the 3 programs, which is why exceptions are sometimes allowed in certain aspects, which we'll touch on later.



General Eligibility Requirements



Type & Amount of Assistance

☐ Silent 2nd mortgage

- ☐ No monthly payments
- ☐ 0% interest
- ☐ Forgiven after the affordability period ends
- ☐ No resale restrictions or equity share component
- ☐ Maximum of up to 20% of the purchase price for down-payment assistance (subject to RivCo loan amount caps)
- ☐ Closing cost assistance available with ARPA FTHB (max \$10,00.00)
- ☐ Minimum \$1,500
- ☐ May be combined with Calhfa.



Program Loan Ceilings

ARPA FTHB	HOME FTHB	PLHA FTHB
<ul style="list-style-type: none">RivCo provides 20% of the Purchase Price for Down Payment<ul style="list-style-type: none">RivCo Loan Amount not to exceed \$100,000.00ARPA FTHB closing cost not to exceed \$10,000. (Example if using closing costs: \$100k - \$10k = \$90k remaining ARPA FTHB loan amount)		



Affordability Periods

ARPA FTHB	HOME FTHB	PLHA FTHB
15-year affordability / forgiveness period	15-year affordability / forgiveness period	30-year affordability forgiveness period



Sales Price Ceilings

Effective July 1, 2024

New Construction SFR	\$527,193
Existing SFR	\$527,193
New/Existing Condo or Townhome	\$536,750
Manufactured Home	\$306,850



ELIGIBLE LOCATIONS



ARPA FTHB Cities

Participating

- **Banning**
- **Beaumont**
- **Calimesa**
- **Hemet**
- **Moreno Valley**
- **San Jacinto**

- **All unincorporated areas located in Supervisorial District 5**
- <https://rivco.org/district-5-map>

Non-Participating

- **All cities and unincorporated areas that are NOT included on Supervisorial District 5 map**

Preference will be given to applicants buying a home in the unincorporated 5th District.



HOME FTHB Cities

Participating		Non-Participating	
<ul style="list-style-type: none"> • Banning • Beaumont • Blythe • Canyon Lake • Eastvale • Indian Wells • La Quinta 	<ul style="list-style-type: none"> • Norco • San Jacinto • Wildomar • Unincorporated areas in Riverside County 	<ul style="list-style-type: none"> • Calimesa • Cathedral City • Corona • Hemet • Indio • Jurupa Valley • Lake Elsinore • Menifee 	<ul style="list-style-type: none"> • Moreno Valley • Murrieta • Palm Desert • Palm Springs • Perris • Rancho Mirage • City of Riverside • Temecula



PLHA FTHB Cities

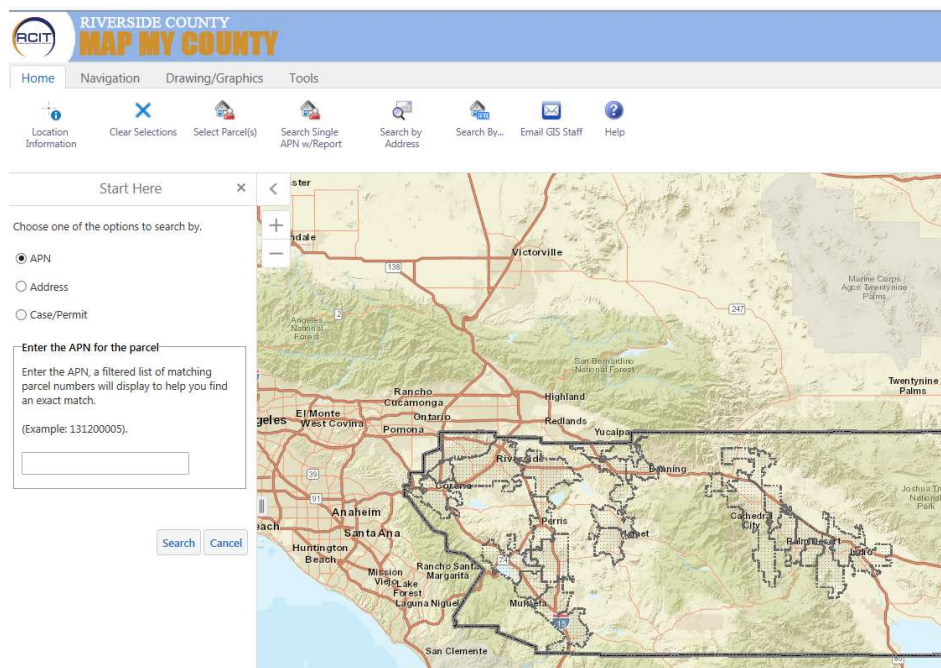
Participating		Non-Participating	
<ul style="list-style-type: none"> • Banning • Beaumont • Blythe • Canyon Lake • Cathedral City • Coachella • Desert Hot Spring • Eastvale • Hemet • Indio • Jurupa Valley • La Quinta 	<ul style="list-style-type: none"> • Lake Elsinore • Moreno Valley • Murrieta • Norco • Palm Springs • San Jacinto • Temecula • Wildomar • Unincorporated area of Riverside County 	<ul style="list-style-type: none"> • Calimesa • Corona • Menifee • Palm Desert • Perris • Rancho Mirage • City of Riverside 	



- Direct:
https://gis1.countyofriverside.us/Html5Viewer/?viewer=MMC_Public
- On our website:
<https://rivcohws.org/community-and-housing-development/housing-programs>
- Determine if property is
 - unincorporated or is within a city
 - Bedrooms and bathrooms
 - Year built
 - Square footage
 - Census tract number



https://gis1.countyofriverside.us/HtmL5Viewer/?viewer=MMC_Public



PROPERTY ELIGIBILITY



Property Eligibility Specifications

- Location:
 - Inside Participating Cities or
 - Unincorporated address - located outside of city limits
- Must be at least 2 bedrooms
- No inground pool or spa - cannot be removed during escrow or prior to closing



Eligible Property Types

- New or Existing
 - SFR
 - Condo
 - Townhouse
 - *Manufactured Home on a permanent foundation (see next slide for policies)
- *Should NOT have an existing tenant living in it -- unless the tenant is buying the unit they are already living in*
- Type of Home
 - Traditional, FSBO, REO, Short Sale
 - Fixed or permanent foundation
 - Currently seller occupied or vacant



Manufactured Home Eligibility

ARPA FTHB	HOME FTHB	PLHA FTHB
Property can be 10 years old or less	Brand New, never before lived in.	Property can be 10 years old or less

****Manufactured homes in a mobile home park**, must meet the Riverside County permit standards and have received an installation acceptance permit. The lease must be for a minimum term of the affordability period.



Tenant Occupied Props



RED FLAG FOR PROPERTIES THAT
WERE OR ARE TENANT OCCUPIED

TENANT OCCUPIED. (either by a renter or if a lease agreement was executed with an owner occupant after foreclosure):

1. Seller must certify and document that 90 days written notice to vacate was given at least 90 days prior to buyer's initial offer to purchase; and
2. Seller must provide copy of lease; and
3. Section 8 rental leases may not be broken

**Cash for keys does not constitute
notice to vacate*

**FEDERAL
LAW**

Property Physical Condition Review

- Turn in appraisal and Home Inspection with application.
- RivCo will review subject through home inspection and appraisal and compare against HUD NSPIRE requirements.
https://www.hud.gov/sites/dfiles/PIH/documents/NSPIRE_Checklist.pdf
- Required repairs letter then sent to lender, entailing our review and repairs required to complete.
- Completed RivCo Required Repairs Lenders Cert is prior to funding condition.
- For HOME FTHB, **HWS site inspection is required.**
- For new construction, occupancy cert is a prior to funding condition item



BUYER QUALIFICATIONS



Buyer Eligibility

- Must be a first-time homebuyer: see next slide for program definitions
- “Household” income within limits
- Must occupy subject property as primary residence
- Has attended “official HUD-certified” counselor-led homebuyer education course from provider listed on HUD required database:
https://hud4.my.site.com/housingcounseling/s/?language=en_US .
- Riverside County Programs have NO minimum credit score requirement
- Buyer must qualify for eligible 1st mortgage (30-year term, fixed rate fully amortized) through participating RivCo approved lender



First Time HomeBuyer Definitions

ARPA FTHB	HOME FTHB	PLHA FTHB
Applicant & Spouse must <u>never</u> have owned a home	Must not have owned a home in the past 3 years	Must not have owned a home in the past 3 years



Buyer Eligibility

- Non occupying co-owners are not permitted.
- No minimum buyer down payment requirement.
- Buyer max dollar contribution cannot exceed HWS loan amount
- If living in a current mobile home not permanently affixed is allowed to be considered a FTHB
- Check program-specific citizenship requirements, which apply to entire household.



Citizenship - applies to all Household Members

ARPA FTHB	HOME FTHB	PLHA FTHB
US Citizen, qualified PRWORA alien, or recipient of ITIN or DACA card	Must be US Citizen or a qualified alien as per section 431 of PRWORA PRWORA link: https://aspe.hhs.gov/reports/summary-immigrant-eligibility-restrictions-under-current-law#sec1	US Citizen, qualified PRWORA alien, or a recipient of ITIN or DACA card.



Credit Scores

- Defer to credit score guidelines of the 1st lender.
- Approved lender should help “counsel” buyer in credit & asset management “pre-purchase” to get buyer in best possible condition to purchase.
- Fair Housing offers these services also
<https://fairhousing.net/services/credit-counseling/>



Income Limits

Maximum Annual Household Income

Adjusted for Household Size

Effective July 1, 2024

Preference will be
given to applicants
at 80% AMI &
Below

Household Size	HOME FTHB (80% AMI)	ARPA FTHB & PLHA FTHB (120% AMI)
1	\$57,400	\$81,960
2	\$65,600	\$93,600
3	\$73,800	\$105,360
4	\$82,000	\$117,000
5	\$88,600	\$126,360
6	\$95,150	\$135,720
7	\$101,650	\$145,080
8	\$108,250	\$154,440



HOW TO QUALIFY



First Loan Requirements

- From a participating lender
 - * Fully amortized
 - * Fixed rate
 - * 30 year term
- FHA 203(b), Fannie Mae, Freddie Mac, VA or USDA
- Highest amount that borrower qualifies for – the Sweet Spot
- 203K Rehab loan for PLHA (exception basis)



The “Sweet Spot”

- Perimeters we define as what makes a home “affordable” for a buyer.
 - **Debt Ratio (Front-End).** 25%-35%
- *PITIA calculations must include accurate property tax amount(add in special assessments & mello-roos), flood insurance, HOA dues, etc. Please use property taxes as per tax rolls or if new construction, use tax worksheet from sales contract.



- **Debt Ratio (back-end).** 45% maximum



PLHA or ARPA (standalone) FTHB Exceptions... Ask in Advance

- With sufficient compensating factors on a case-by-case basis...
 - Like Calhfa, can allow up to 50% ratio
 - Allow displaced homemakers/single parents with additional hardships to buy within the 3 year no ownership timeline.
 - FHA 203k limited



Calculating Income

FTHB qualifying income is often different from the 1st TD underwriting income

- In general, use current earnings and annualize forward
- Self Employed borrowers use Net Income from most recent year's tax return
- An allowance for depreciation of assets used in a business may be deducted based on straight-line depreciation
- Fluctuating income: average the most recent 3-12 months as appropriate
- Household income must include income from assets
- Do NOT gross up non-taxable income
- Do NOT deduct 2106 expenses (Employee Business Expenses for employees to deduct ordinary and necessary expenses related to their jobs)
- Do NOT use a 24 month average



Calculating Income

- Include income from all household members 18 years old or older, even those not going on the loan
- Full time students 18 or older: exclude earnings in excess of \$480/year. *Please note: This does not apply when the student is the Head of Household or the Head of Household's spouse.*
- Estranged spouse income must be included
- Not counted in income: one-time gifts, student financial aid, hostile fire pay



Asset Income

- Asset “income”: when borrower has greater than \$5,000 in assets after close of escrow
- Annual asset “income” = assets remaining after COE x 0.09% (HUD Passbook rate)
- Add this into FTHB qualifying income
- *See Appendix C of FTHB guidelines for more information on income inclusions and exclusions*

***Generally, 1st TD income is less than or equal to County qualifying income**



Asset Income

Debts & Obligations	Monthly	Unpaid Balance	Qualifying Ratios
Total installment debt			LTV %
Child Support			CLTV (if 2nd permitted) %
Negative Rental Cash Flow			Mortgage Payment-to-Income %
All other monthly payments			Total Fixed Payment-to-Income %
Total Fixed Payment			
Borrower Funds to Close			
Required	\$ 2,000.00		
Verified Assets	\$ 10,000.00		
Closing Costs			
Source of Funds		CAI/VR #	Borrower
No. of Months in Reserves		LDP/ SAM	Co-Borrower (s)
Seller Contribution			
Underwriter Comments			
Underwriter's signature & date (if required)		CHUMS ID #	
X			
Risk Assessment			
Scored by TOTAL? <input type="checkbox"/> yes <input type="checkbox"/> no Risk Class <input type="checkbox"/> A/A or <input type="checkbox"/> Refer			
CHUMS ID # for Reviewer of appraisal			
<small>(Required for loans scored by TOTAL with risk class A/A or loans where the appraisal and credit reviews are performed by different underwriters.)</small>			

Total All Monthly Payments	\$ 0.00
Borrower Funds to Close	
Required	\$ 2,000.00
Verified Assets	\$ 10,000.00
Source of Funds	
No. of Months Reserves	
Interested Party Contributions	%
Yes <input type="checkbox"/> No <input type="checkbox"/>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
ext	

Fannie Mae Form 1008 0609

\$10,000	Verified Assets Amount
(\$2,000)	Required Funds to Close
\$8,000	Reserves
\$8,000	Reserves
(\$5,000)	RivCo Cutoff
\$3,000	Remaining Reserves
\$3,000	Remaining Reserves
x 0.09 %	HUD Passbook Rate
\$2.70	Annual RivCo Asset Income
/ 12 months	
0.23	Monthly RivCo Asset Income



Property Taxes and Special Assessments

RIVERSIDE COUNTY SECURED PROPERTY TAX DETAILS				Assessment Number	Bill Number
FISCAL YEAR JULY 1, 2009 - JUNE 30, 2010					
LND	STRUCTURE	-	-	Total Assessment	
\$48,000.00	\$164,000.00	-	-	\$212,000.00	
Tax Rate Area	Tax Rate	Property Data			
002-012	1.32281%				
Mailing Address		Site Address			
Tax Payment Distribution (For information regarding these charges please contact the Taxing Agency directly at the number listed below)					
Taxing Agency	Phone Number	Inst 1	Inst 2		
GENERAL PURPOSE - <i>current owners - disregard</i>		\$1,402.17	\$1,402.17		
FLD CNTL STORMWATER/CLEANWATER	(800) 439-6553	\$1.68	\$1.68		
CITY OF BEAUMONT CFD 93-1 #6A	(951) 769-8520	\$1,558.40	\$1,558.40		
SAN GORGONIO HOSPITAL MEASURE D	(951) 845-1121	\$73.35	\$73.35		
		<i>1583.43 every 6 months</i>			
1st Installment		2nd Installment			
Due Date:	12-10-2009	Due Date:	04-12-2010		
Status:	Paid	Status:	Due		
Taxes Due:	\$2,985.60	Taxes Due:	\$2,985.60		
Penalties Due:	\$0.00	Penalties Due:	\$0.00		
Additional Fees Due:	\$0.00	Additional Fees Due:	\$0.00		
Total Due:	\$2,985.60	Total Due:	\$2,985.60		

Hypothetical Sales Price \$ 150,000
Base tax Amount = Sales Price x Tax Rate %

$$= 150,000 \times 1.32281\% = \$1984.22/\text{yr}$$
Special Assessments = \$1583.43 x 2 = + \$3166.86/yr
Total Annual Taxes = \$5151.08

How to Calculate



RIVERSIDE COUNTY SECURED PROPERTY TAX DETAILS				Assessment Number	Bill Number
FISCAL YEAR JULY 1, 2009 - JUNE 30, 2010					
LND	STRUCTURE	-	-	Total Assessment	
\$48,000.00	\$164,000.00	-	-	\$212,000.00	
Tax Rate Area	Tax Rate	Property Data			
002-012	1.32281%				
Mailing Address			Situa Address		

Tax Payment Distribution (For information regarding these charges please contact the Taxing Agency directly at the number listed below)

Taxing Agency	Phone Number	Inst 1	Inst 2
GENERAL PURPOSE <i>+ current owners - Disregard</i>		\$1,402.17	\$1,402.17
FLD CNTL STORMWATER/CLEANWATER	(800) 439-6553	\$1.68	\$1.68
CITY OF BEALMONT CFD 93-1 #6A	(951) 769-8520	\$1,558.40	\$1,558.40
SAN GORGONIO HOSPITAL MEASURE D	(951) 845-1121	\$23.35	\$23.35

1st Installment		2nd Installment	
Due Date:	12-10-2009	Due Date:	04-12-2010
Status:	Paid	Status:	Due
Taxes Due:	\$2,985.60	Taxes Due:	\$2,985.60
Penalties Due:	\$0.00	Penalties Due:	\$0.00
Additional Fees Due:	\$0.00	Additional Fees Due:	\$0.00
Total Due:	\$2,985.60	Total Due:	\$2,985.60

Hypothetical Sales Price \$ 150,000
Base tax Amount = Sales Price x Tax Rate %
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Special Assessments = \$1583.43 x 2 = + \$3166.86/yr
Total Annual Taxes = \$5151.08

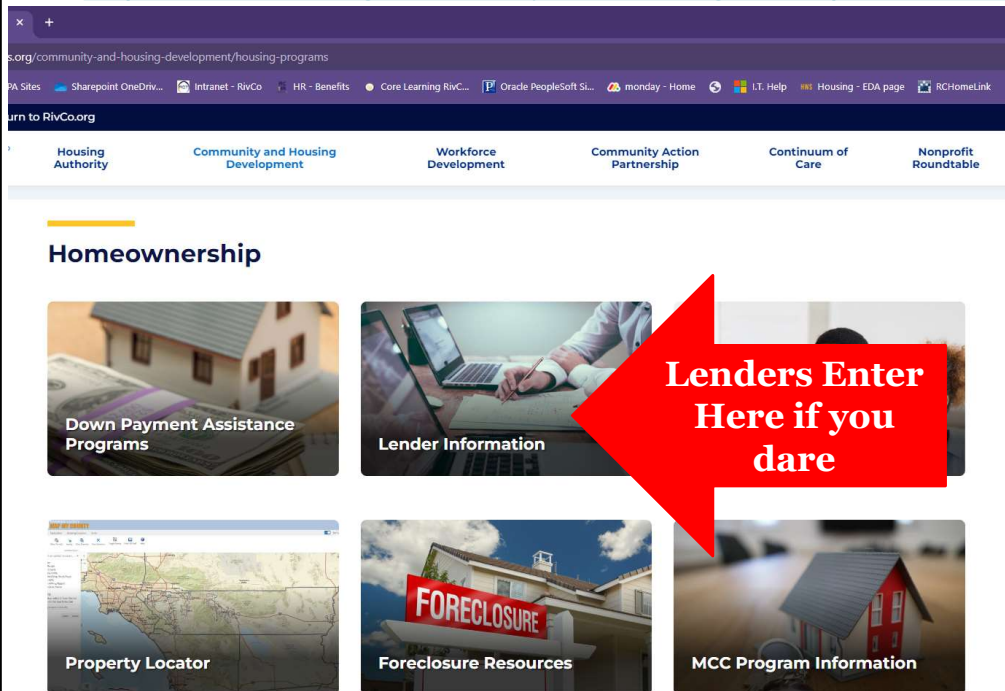


Program Information, Matrix, Forms, and Bulletins



New HWS website:

<https://rivcohws.org/community-and-housing-development/housing-programs>



Check the website for **BULLETINS** regarding changes to funding levels or guidelines.

Forms, guidelines, lender lists and the matrix are also found on the website

New HWS website:

<https://rivcohws.org/community-and-housing-development/housing-programs>

The screenshot shows the RivcoHWS website interface. The top navigation bar includes links for Housing Authority, Community and Housing Development, Workforce Development, Community Action Partnership, Continuum of Care, and Nonprofit Roundtable. Below this is a breadcrumb trail: Material / Guidelines / Form / Marketing Materials. The main content area is titled 'Request for Participating Lenders' and contains a 'Notice to Lenders' section with links to download request forms for the 2023-2036 and 2020-2023 periods. Red arrows are overlaid on the page, pointing to the 'FORMS' link in the breadcrumb trail, the 'MATRIX' link in the main content area, and the 'GUIDELINES' and 'BULLETINS' links in the top navigation bar.

Check the website for **BULLETINS** regarding changes to funding levels or guidelines.

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New HWS website:

<https://rivcohws.org/community-and-housing-development/housing-programs>

The screenshot shows the HWS website interface. The top navigation bar includes links for Housing Authority, Community and Housing Development, Workforce Development, Community Action Partnership, Continuum of Care, and Nonprofit Roundtable. Below this, there are tabs for Forms, Marketing Materials, Property Locator, Homebuyer Education Providers, Approved Lenders, and NSP Target Areas. The main content area is divided into two sections: 'HOME FTHB Forms' and 'PLHA FTHB Forms'. Each section lists various forms and documents, including Submission Checklist, Cover Letter, FTHB-1 Application Affidavit, FTHB-2 Certification of Applicant, FTHB-3 Homeownership Notice to Seller, FTHB-4 Financial Worksheet, FTHB-5 Income Tax Affidavit, FTHB-6 Voluntary Acquisition Information Notice, and FTHB-7 Request for Loan Funding - Phase II. Red arrows point to these sections with the text 'HOME FORMS' and 'PLHA FORMS' respectively.

Check the website for **BULLETINS** regarding changes to funding levels or guidelines.

Forms, guidelines, lender lists, and the matrix are also found on the website

The screenshot shows the website rivcohws.org with the URL `rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-2265297811`. The page is titled "Material / Guidelines / Form / Marketing Materials".

Navigation links include: How To Become A Lender, FTHB Lender Training, Meeting Materials, Quick Look Charts (income, sales price, locations), Guidelines and updates, Forms, Marketing Materials, Property Locator, Homebuyer Education Providers, Approved Lenders, and NSP Target Areas.

Manuals

- [Lenders Manual Home](#) [PDF-499KB]
- [Lenders Manual PLHA](#)

Matrix

- [Matrix LO](#)
- [Matrix LO Spanish](#)

2023/2024 Bulletins

- [Bulletin No. 1](#) - 2023-2024 Funds Available
- [Bulletin No. 2](#) - 2023-2024 Purchase Price Limits
- [Bulletin No. 3](#) - 2023-2024 Income Limits
- [Bulletin No. 4](#) - 2023-2024 PLHA Only Increased Income Limits
- [Bulletin No. 5](#) - 2023-2024 Funds Exhausted - (PLHA FTHB Only)
- [Bulletin No. 6](#) - 2023-2024 Limited Funds for Specific Cities Only - (PLHA FTHB Only)

2022/2023 Bulletins

- [Bulletin No. 1](#) - 2022-2023 Funds Available
- [Bulletin No. 2](#) - 2022-2023 Purchase Price Limits

Red arrows point to the following sections:

- GUIDELINES** (pointing to the Manuals section)
- MATRIX** (pointing to the Matrix section)
- BULLETINS** (pointing to the 2023/2024 Bulletins section)

The screenshot shows a web browser window with the URL rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-93832913. The browser's address bar and tabs are visible at the top. Below the browser window, the RivcoHWS website is displayed. The navigation bar includes links for Housing Authority, Community and Housing Development, Workforce Development, Community Action Partnership, Continuum of Care, and Nonprofit Roundtable. The main content area is titled 'Material / Guidelines / Form / Marketing Materials' and features a list of links under the 'Material' section. A red arrow labeled 'MATRIX' points to the link 'Overview of Riverside County Homeownership Programs'.

Material / Guidelines / Form / Marketing Materials

How To Become A Lender FTHB Lender Training Meeting Materials Quick Look Charts (Income, sales price, locations) Guidelines and updates

Forms Marketing Materials Property Locator Homebuyer Education Providers Approved Lenders NSP Target Areas

Material

- [HOME Information Packet - English](#)
- [PLHA Information Packet - English](#)
- [LO Presentation to Realtors](#)
- [Overview of Riverside County Homeownership Programs](#)
- [Overview of Riverside County Homeownership Programs - Spanish](#)
- [2023-24 HOME FTHB Marketing Flyer](#)
- [2023-24 PLHA FTHB Marketing Flyer](#)
- [2023-24 Home First Time Home Buyer Program Brochure](#)
- [2023-24 Home First Time Home Buyer Program Brochure \(Spanish\)](#)
- [2023-24 PLHA First Time Home Buyer Program Brochure](#)
- [2023-24 PLHA First Time Home Buyer Program Brochure \(Spanish\)](#)

The screenshot displays the RivCo Housing and Workforce Solutions website. The browser address bar shows the URL: rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-1551512164. The website header includes the HWS logo and navigation links: Housing Authority, Community and Housing Development, Workforce Development, Community Action Partnership, Continuum of Care, Nonprofit Roundtable, and English. Below the header, a breadcrumb trail reads: Material / Guidelines / Form / Marketing Materials. A secondary navigation bar contains links: How To Become A Lender, FTHB Lender Training, Meeting Materials, Quick Look Charts (Income, sales price, locations), and Guidelines and updates. A third navigation bar includes: Forms, Marketing Materials, Property Locator (highlighted), Homebuyer Education Providers, Approved Lenders, and NSP Target Areas. The main content area features a map titled "Welcome to Map My County" with a red arrow pointing to it and the text "Property Locator". The map shows a geographical area with various markers. To the right of the map, there is a description of the tool and a "Learn More" button.

Property Locator

Welcome to Map My County

This reporting tool to aid users in obtaining both mapping and data that the County hosts or maintains.

In addition to access to the layers, users have access to Assessor maps, Recorded maps and Google maps.

[Learn More](#)

The screenshot shows a web browser window displaying the RivCoHWS Resources page. The browser's address bar shows the URL: rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-1483500370. The page has a dark blue header with the RivCoHWS logo and navigation links: Housing Authority, Community and Housing Development, Workforce Development, Community Action Partnership, Continuum of Care, Nonprofit Roundtable, and English. Below the header is a large image of a street scene with palm trees and a building, with the word "Resources" overlaid in white. Underneath the image is a section titled "Material / Guidelines / Form / Marketing Materials" with a list of links: How To Become A Lender, FTTHB Lender Training, Meeting Materials, Quick Look Charts (Income, sales price, locations), Guidelines and updates, Forms, Marketing Materials, Property Locator, Homebuyer Education Providers, Approved Lenders, and ISP Target Areas. The "Approved Lenders" link is highlighted in the navigation bar. Below this list are two download links: "Download the HOME First Time Home Buyer Participating Lender's List [PDF- 464KB]" and "Download the PLHA First Time Home Buyer Participating Lender's List [PDF- 212KB]". A red arrow points to the "Approved Lenders" link, with the text "Approved Loan Officer Lists" written in white on a red background. The footer of the page features the HWS logo and the text "HOUSING AND WORKFORCE SOLUTIONS ENGAGE. ENCOURAGE. EQUIP." and "Copyright © 2024 All Rights Reserved by The County of Riverside".

Resources

Material / Guidelines / Form / Marketing Materials

How To Become A Lender FTTHB Lender Training Meeting Materials Quick Look Charts (Income, sales price, locations) Guidelines and updates

Forms Marketing Materials Property Locator Homebuyer Education Providers Approved Lenders ISP Target Areas

Download the HOME First Time Home Buyer Participating Lender's List [PDF- 464KB] →

Download the PLHA First Time Home Buyer Participating Lender's List [PDF- 212KB] →

Approved Loan Officer Lists

HWS HOUSING AND WORKFORCE SOLUTIONS ENGAGE. ENCOURAGE. EQUIP.

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Program Phases and Forms



ARPA FTHB Priorities

- These preferences are linked to 80% AMI and below households and are in place to help lower-income households achieve homeownership.
- Applications submitted for the unincorporated Combo HOME + ARPA FTHB programs are to be reviewed in 2-3 County Working days, as opposed to the standard 10 County Working day policy.
- Applications submitted with approved participating cities with Combo HOME + ARPA FTHB programs are to be reviewed in 4-5 County working days, as opposed to the standard 10 County Working day policy.
- All other applications for other program combinations are to be reviewed within the standard 10 County working day policy.



Turn Times & Receiving Procedures

- COMPLETE File is submitted via email AND hardcopy is sent to HWS
- Email will hold place in line but will not be reviewed until hardcopy is received. Email is sent to advise place is being held.
- File to be reviewed within 10 county working days, unless ARPA/HOME program combo application. Then we review those first.
- Do not email any missing items not included in initial submission email.
- Upon reviewing file, if 10 or more errors or items are missing, needs list will be sent but file will be considered incomplete, and timeline starts again when items are received. **No piece mail, please.**
- If file has less than 10 errors or missing items, confirmation email will be sent and file is received, officially.
- Please refer to our website as much as possible for guidelines and forms before reaching out regarding eligibility, income or property questions or scenarios.



Turn Times & Receiving Procedures

- Please refer to our website as much as possible for guidelines and forms before reaching out regarding eligibility, income or property questions or scenarios.
- For exceptions, please send email with subject line EXCEPTION REQUESTED
- All submissions and questions should be sent to FTHB-PROGRAMS@RIVCO.ORG
- We kindly request that you assist us in improving our processing times by eliminating unnecessary or redundant inquiries as this causes delays to the processing of all files, including any which you've submitted.
- Please select one (1) person from your company to be the County's contact person for all incoming and outgoing communications in order to ensure the clearest lines of communications and reduce redundancies.



Reservation Forms Application Phase

10 County working days to review

- ☐ **Reservation Form** FTHB-1
(digital signature)
- ☐ **Certification of Applicant Form** FTHB-2
(digital signature)
- ☐ **Homeownership Notice to Sellers** FTHB-3
(digital signature)
- ☐ **Financing Worksheet** FTHB-4
(digital signature)
- ☐ **Income Affidavit** FTHB-5 (fill out – use N/A where applicable)
unemployment, resigned, no taxes filed – (digital signature)
- ☐ **Voluntary Acquisition Notice** FTHB-6 (digital signature)



Form 3 & Form 6 - Required

There are no exemptions to this requirement, regardless of who the property seller is (HUD, FNMA, FHLMC, etc.)

- Homeownership Notice to Sellers (FTHB-3) form outlines occupancy/tenant certifications and requirements. This form is mandatory. FTHB-3 must be presented to the seller along with the initial offer to purchase and it must be completed and signed by the seller and included with the initial file submission. File submissions will not be processed without the completed and signed FTHB3 form.
- Voluntary Acquisition Notice (FTHB-6) – Informational Notice. This form is the notice to the buyer regarding the County has the authority for eminent domain authority, but the County is only providing down payment.



ARPA Reservation Phase Checklist (Part 1)

In addition to the RivCo forms above, please submit these non-county forms:

- o Shipping account information or preprinted label(s) for delivery of HWS loan docs to escrow.
- o Realtor/agent contact information for HWS to reach out to schedule HQS inspection of completed required repairs. (Note: HWS inspection will be a funding condition .)
- o Copy of 1008 or FLUTS (FHA Loan Underwriting Transmittal Summary) signed and dated by the underwriter
- o Copy of Completed 1003 Loan Application signed by lender and borrower
- o Copy of the Loan Estimate/Closing Disclosure signed by Borrower(s)
- o Copy of the Estimated Settlement Statement from Escrow with Escrow letterhead.
- o Homebuyer Education Certificate – Copy of Certificate of Completion of Home Buyer Education Class from “HUD-certified” counselor (Certificates expire after 1 year)
- o Two (2) months proof of income with the most current paystubs (or alternative income documentation).
- o Legal status for each household member. Acceptable documentation includes birth certificates and valid, unexpired US Passports. Also, legible copy (front & back) of valid unexpired card for one of these: Permanent Resident Alien card (green card), Deferred Action for Childhood Arrival card, (DACA), or Individual Taxpayer Identification Number (ITIN) cards.
- o Copy of legible Residential Mortgage Credit Report (RMCR), showing appropriate lack of homeownership evidence.
- o Legible AUS printout with matching loan terms to 1st loan.
- o Last year federal tax returns (all pages and schedules) must include the verbiage and applicant digital signature added to the bottom of page 1 or page 2. **This is a true and exact copy of the tax return submitted to the IRS.**



ARPA Reservation Phase Checklist (Part 2)

- o Copy of Signed Sales Agreement, including all counter offers and Transfer Disclosure Statements
 - (Do not submit the FTHB file for a short sale until seller's lender has fully accepted the offer)
- o Wire Instructions. – Written request from the escrow officer for deposit of HOME FTHB funds in a font size 10 or larger. The County requires a minimum of ten (10) working days, excluding holidays, to process a claim and wire funds to escrow. This time period begins when the Confirmation letter is issued.
 - ** To process this funding request, the wire instructions must include all of the following or the wire request will be rejected:

1. On Escrow Company letterhead.	7. Signature of authorized person to approve wire Instructions
2. Bank name	8. Bank address
3. ABA/routing number	9. Account number
4. Dollar amount of wire	10. Escrow number
5. Title number	11. Client name and vesting (or copy of vesting amendment)
6. No handwritten information	
- o Vesting Amendment from escrow – Current amendment signed by the borrower(s).
- o Copy of Escrow Instructions.
- o Copy of Complete Preliminary Report less than 90 days old including Plat Map
- o Copy of the Standard Flood Hazard Determination (FEMA Form 81-93) or copy of FEMA website determination.
- o Termite Report
- o Copy of Home Inspection for existing homes. Please email a copy also - (Home Inspector must be a member of either the California Real Estate Inspectors Association, the American Society of Home Inspectors or the International Conference of Building Officials)
- o Appraisal – Copy of Appraisal establishing property Value
- o Copy of Certificate of Occupancy for new construction properties (if applicable)
- o HCD form 433 (a) for Manufactured homes (if applicable -- new manufactured homes on permanent foundation)
- o Lead-Based Paint Inspection report for homes built prior to 1978 with Wet Signature(s)

HOME Reservation Phase Checklist (Part 1)

- In addition to the RivCo forms above, please submit these non-county forms:
 - o Shipping account information or preprinted label(s) for delivery of HWS loan docs to escrow.
 - o Realtor/agent contact information for HWS to reach out to schedule HQS inspection of completed required repairs. (Note: HWS inspection will be a funding condition .
 - o Copy of 1008 or FLUTS (FHA Loan Underwriting Transmittal Summary) signed and dated by the underwriter
 - o Copy of Completed 1003 Loan Application signed by lender and borrower
 - o Copy of the Loan Estimate/Closing Disclosure signed by Borrower(s)
 - o Copy of the Estimated Settlement Statement from Escrow with Escrow letterhead.
 - o Homebuyer Education Certificate – Copy of Certificate of Completion of Home Buyer Education Class from “HUD-certified” counselor (Certificates expire after 1 year)
 - o Two (2) months proof of income with the most current paystubs (or alternative income documentation).
 - o Proof of citizenship for each household member. Acceptable documentation includes birth certificates, valid and unexpired US Passports and Permanent Resident Alien cards (legible copy of the front and back) cards.
 - o Copy of legible Residential Mortgage Credit Report (RMCR), showing appropriate lack of homeownership evidence.
 - o Legible AUS printout with matching loan terms to 1st loan.
 - o Last year federal tax returns (all pages and schedules) must include the verbiage and applicant digital signature added to the bottom of page 1 or page 2. **“This is a true and exact copy of the tax return submitted to the IRS”**.

HOME Reservation Phase Checklist (Part 2)

- o Copy of Signed Sales Agreement, including all counter offers and Transfer Disclosure Statements
 - (Do not submit the FTHB file for a short sale until seller's lender has fully accepted the offer)
- o Wire Instructions. – Written request from the escrow officer for deposit of HOME FTHB funds in a font size 10 or larger. The County requires a minimum of ten (10) working days, excluding holidays, to process a claim and wire funds to escrow. This time period begins when the Confirmation letter is issued.
 - ** To process this funding request, the wire instructions must include all of the following or the wire request will be rejected:

<ol style="list-style-type: none"> 1. On Escrow Company letterhead. 2. Bank name 3. ABA/routing number 4. Dollar amount of wire 5. Title number 6. No handwritten information 	<ol style="list-style-type: none"> 7. Signature of authorized person to approve wire Instructions 8. Bank address 9. Account number 10. Escrow number 11. Client name and vesting (or copy of vesting amendment)
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- o Vesting Amendment from escrow – Current amendment signed by the borrower(s).
- o Copy of Escrow Instructions.
- o Copy of Complete Preliminary Report less than 90 days old including Plat Map
- o Copy of the Standard Flood Hazard Determination (FEMA Form 81-93) or copy of FEMA website determination.
- o Termite Report
- o Copy of Home Inspection for existing homes. Please email a copy also - (Home Inspector must be a member of either the California Real Estate Inspectors Association, the American Society of Home Inspectors or the International Conference of Building Officials)
- o Appraisal – Copy of Appraisal establishing property Value
- o Copy of Certificate of Occupancy for new construction properties (if applicable)
- o HCD form 433 (a) for Manufactured homes (if applicable -- new manufactured homes on permanent foundation)
- o Lead-Based Paint Inspection report for homes built prior to 1978 with Wet Signature(s)

PLHA Reservation Phase Checklist (Part 1)

In addition to the RivCo forms above, please submit these non-county forms:

- o Shipping account information or preprinted label(s) for delivery of HWS loan docs to escrow.
- o Realtor/agent contact information for HWS to reach out to schedule HQS inspection of completed required repairs. (Note: HWS inspection will be a funding condition .)
- o Copy of 1008 or FLUTS (FHA Loan Underwriting Transmittal Summary) signed and dated by the underwriter
- o Copy of Completed 1003 Loan Application signed by lender and borrower
- o Copy of the Loan Estimate/Closing Disclosure signed by Borrower(s)
- o Copy of the Estimated Settlement Statement from Escrow with Escrow letterhead.
- o Homebuyer Education Certificate – Copy of Certificate of Completion of Home Buyer Education Class from “HUD-certified” counselor (Certificates expire after 1 year)
- o Two (2) months proof of income with the most current paystubs (or alternative income documentation).
- o Legal status for each household member. Acceptable documentation includes birth certificates and valid, unexpired US Passports. Also, legible copy (front & back) of valid unexpired card for one of these: Permanent Resident Alien card (green card), Deferred Action for Childhood Arrival card, (DACA), or Individual Taxpayer Identification Number (ITIN) cards.
- o Copy of legible Residential Mortgage Credit Report (RMCR), showing appropriate lack of homeownership evidence.
- o Legible AUS printout with matching loan terms to 1st loan.
- o Last year federal tax returns (all pages and schedules) must include the verbiage and applicant digital signature added to the bottom of page 1 or page 2. **“This is a true and exact copy of the tax return submitted to the IRS”.**



PLHA Reservation Phase Checklist (Part 2)

- o Copy of Signed Sales Agreement, including all counter offers and Transfer Disclosure Statements
 - (Do not submit the FTHB file for a short sale until seller's lender has fully accepted the offer)
- o Wire Instructions. – Written request from the escrow officer for deposit of HOME FTHB funds in a font size 10 or larger. The County requires a minimum of ten (10) working days, excluding holidays, to process a claim and wire funds to escrow. This time period begins when the Confirmation letter is issued.
 - ** To process this funding request, the wire instructions must include all of the following or the wire request will be rejected:

1. On Escrow Company letterhead.	7. Signature of authorized person to approve wire Instructions
2. Bank name	8. Bank address
3. ABA/routing number	9. Account number
4. Dollar amount of wire	10. Escrow number
5. Title number	11. Client name and vesting (or copy of vesting amendment)
6. No handwritten information	
- o Vesting Amendment from escrow – Current amendment signed by the borrower(s).
- o Copy of Escrow Instructions.
- o Copy of Complete Preliminary Report less than 90 days old including Plat Map
- o Copy of the Standard Flood Hazard Determination (FEMA Form 81-93) or copy of FEMA website determination.
- o Termite Report
- o Copy of Home Inspection for existing homes. Please email a copy also - (Home Inspector must be a member of either the California Real Estate Inspectors Association, the American Society of Home Inspectors or the International Conference of Building Officials)
- o Appraisal – Copy of Appraisal establishing property Value
- o Copy of Certificate of Occupancy for new construction properties (if applicable)
- o HCD form 433 (a) for Manufactured homes (if applicable -- new manufactured homes on permanent foundation)
- o Lead-Based Paint Inspection report for homes built prior to 1978 with Wet Signature(s)

Phase 2 Loan Docs

- HWS application review is completed
- Reservation/commitment/approval letter issued to loan officer and escrow
- Repair letter issued to loan officer (or sooner)
- Before ordering docs on HOME FTHB, must sign Loan Agreement on or after Reservation Date but before Doc date.
- HWS orders its loan docs AND loan funds simultaneously, since it can take up to 10 county working days to receive funds in escrow from RivCo order date. At least loan docs can be signed during this waiting period.
- Confirmation Letter is issued when docs & funds are ordered



Request for Funding ARPA Phase II

- Technically - 5 County working days to review

- ☐ Lender to submit the following items to Riverside County HWS.
- ☐ Outstanding items noted in written Funding Reservation Letter
- ☐ Final 1003 & CD signed
- ☐ Repair Certification – Written Proof that items listed on the HWS repair request letter have been repaired or replaced as requested (This must be in the form of a signed letter by a licensed contractor or the original inspector, itemizing the items which were repaired)

- ☐ Escrow to submit the following items to Riverside County HWS.
- ☐ o ARPA FTHB Escrow Officer Checklist (signed by the Escrow Officer))
- ☐ o ARPA FTHB Disclosure Statement (signed original)
- ☐ o PLHA FTHB Itemization of amount financed (signed original)
- ☐ o PLHA FTHB Promissory Note (signed original)
- ☐ o PLHA FTHB Subordinate Deed of Trust (certified copy)
- ☐ o PLHA FTHB Request for Notice (certified copy)
- ☐ o Proof of Property Insurance listing Riverside County as additional insured, as per lender instructions.
- ☐
- ☐ Evidence one-year Home Warranty to include coverage for all major components, as per lender instructions.
- ☐ Estimated Settlement Statement on Escrow Letterhead, showing home warranty & Alt A 2nd lenders title policy premium.
- ☐ Certified copy of fully executed escrow instructions & amendments (i.e., vesting, LRT, etc.)
- ☐ Termite clearance
- ☐ 1004D for appraisal repairs



Request for Funding HOME Phase II

- Technically - 5 County working days to review
- ☐ Lender to submit the following items to Riverside County HWS.
 - ☐ Outstanding items noted in written Funding Reservation Letter Final lender 1003 & Closing Disclosure
 - ☐ Final lender 1003 / CD signed
 - ☐ Repair Certification – Written Proof that items listed on the HWS repair request letter have been repaired or replaced as requested (This must be in the form of a signed letter by a licensed contractor or the original inspector, itemizing the items which were repaired – **HWS site inspection will be conducted prior to funding.**)
- ☐ Escrow to submit the following items to Riverside County HWS.
 - ☐ o HOME FTHB Escrow Officer Checklist (signed by the Escrow Officer))
 - ☐ o HOME FTHB Disclosure Statement (signed original)
 - ☐ o HOME FTHB Itemization of amount financed (signed original)
 - ☐ o HOME FTHB Promissory Note (signed original)
 - ☐ o HOME FTHB Subordinate Deed of Trust (certified copy)
 - ☐ o HOME FTHB Request for Notice (certified copy)
- ☐ Proof of Property Insurance listing Riverside County as additional insured, as per lender instructions.
- ☐ Evidence one-year Home Warranty to include coverage for all major components, as per lender instructions.
- ☐ Estimated Settlement Statement on Escrow Letterhead, showing home warranty & Alt A 2nd lenders title policy premium.
- ☐ Certified copy of fully executed escrow instructions & amendments (i.e., vesting, LRT, etc.)
- ☐ Termite clearance
- ☐ 1004D for appraisal repairs



Request for Funding PLHA Phase II

- Technically - 5 County working days to review

- ☐ Lender to submit the following items to Riverside County HWS.
- ☐ Outstanding items noted in written Funding Reservation Letter
- ☐ Final 1003 & CD signed
- ☐ Repair Certification – Written Proof that items listed on the HWS repair request letter have been repaired or replaced as requested (This must be in the form of a signed letter by a licensed contractor or the original inspector, itemizing the items which were repaired)

- ☐ Escrow to submit the following items to Riverside County HWS.
- ☐ o PLHA FTHB Escrow Officer Checklist (signed by the Escrow Officer))
- ☐ o PLHA FTHB Disclosure Statement (signed original)
- ☐ o PLHA FTHB Itemization of amount financed (signed original)
- ☐ o PLHA FTHB Promissory Note (signed original)
- ☐ o PLHA FTHB Subordinate Deed of Trust (certified copy)
- ☐ o PLHA FTHB Request for Notice (certified copy)
- ☐ o Proof of Property Insurance listing Riverside County as additional insured, as per lender instructions.
- ☐ Evidence one-year Home Warranty to include coverage for all major components, as per lender instructions.
- ☐ Estimated Settlement Statement on Escrow Letterhead, showing home warranty & Alt A 2nd lenders title policy premium.
- ☐ Certified copy of fully executed escrow instructions & amendments (i.e., vesting, LRT, etc.)
- ☐ Termite clearance
- ☐ 1004D for appraisal repairs



Phase 3 - Funding & Post Close

- Escrow returns loan docs & supplemental forms
- If all docs in & correct, HWS issues the Authorization to Close/Release Funds letter
- Escrow records the Covenant, DOT, RFN
 - Note: our required recording order:
 - Grant Deed, RivCo Covenant Agreement, 1st Lender DOT, RivCo DOT, RivCo Request for Notice.
- Loan closes
- Escrow submits Final Closing Settlement Statement to HWS, then
- Post close:
 - Escrow/title submit conformed copies, and RivCo Alta 2nd lender final title policy,
 - Lender to retain a copy of the loan file for 5 years



Resale, Subordination & Refinancing

- **Repayment.** Sale, transfer and/or conveyance of the property during the Affordability Period shall trigger repayment of FTHB in full
- **Subordination.** Requires prior authorization from HWS - Must reduce borrower's carrying cost (interest rate and monthly payment for example)
 - No cash-out refinances
 - 1% or more interest rate reduction
 - Some exceptions allowed in advance



RESOURCES & TIPS



Common Mistakes

- Incomplete forms!
- Form 2
 - Page 2 and 3 should include asset amounts sourced from underwriter verified “required funds to close” on 1008 / 92900-LT
- Form 4
 - Page 3 Line 7 includes monthly asset income from Form 2
 - Page 3 Lines 10-20 (PITIMI) should source from underwriter verified PITIMI on 1008/92900-LT
- Vesting not match 1st deed of trust
- Recording order of loan documents, specified on RivCo lender’s instructions

Income Qualification Form

Applicant 1		Standard Hourly & Weekly	Semi-Monthly pay	Fluctuating Income	
Hourly Rate	\$ -		Dates	YTD total income	Date
# of standard wks per year	40			Month	Day
=	\$0.00				
x 52 wks per year					
=	\$0.00				
Yearly Income					
Months per year	+12				
Monthly Income	\$0.00				

Applicant 1		Standard Hourly	Semi-Monthly pay	Fluctuating Income	
Hourly Rate	\$ -		Dates	YTD total income	Date
# of standard wks per year	0			Month	Day
=	\$0.00				
x 52 wks per year					
=	\$0.00				
Yearly Income					
Months per year	+12				
Monthly Income	\$0.00				

List other income & calculations:

Household Size	AMI %	HWS
1	0.00%	
Yearly Income	\$0.00	
Other Income	\$0.00	
Yearly Asset Income	\$0.00	
Total Yearly Income	\$0.00	
Total monthly income	\$0.00	
Sales Price	\$0.00	
Total Principal Payment	\$0.00	
Base loan amount	\$0.00	
MIP FHA	\$0.00	
Total Loan amount	\$0	
Interest Rate	0.0000%	
Base Tax Rate	0.00000%	
Special Assessments	\$0.00	
Total Liabilities	\$0.00	

#DIV/0!	P&I	#DIV/0!
	MI	#DIV/0!
	HOA	\$0.00
	Fire Ins	\$0.00
	Taxes	\$0.00
	Flood	\$0.00
	MCC	#DIV/0!
	PITI	\$0.00
	MCC	#DIV/0!
	PITI w/MCC	#DIV/0!

Yes 1 -- NO 2

HOUSING	RATIO	Liabilities + PITI
	#DIV/0!	(25%-35%)
	#DIV/0!	
	DTI	#DIV/0!
		(maximum 45%)



Tips To Avoid Delays

1. Use updated application forms from the website
2. Utilize the checklists for complete packages
3. Fill out ALL questions and fields on ALL forms
4. No White Out
5. Borrowers and lender to sign the 1003
6. Underwriter must sign and date the FHA 92900-LT or Conv 1008



Tips To Avoid Delays, Cont'd

7. Add asset income if $>\$5,000$ in assets after the COE (remaining assets $\times 0.09\%$ = annual asset income)
8. Certified digital signatures now allowed on all County application forms. Changes made or requested must be initialed by the lender.
9. Income should be consistent throughout file (Lower income on 92900-LT/FLUTS/1008 is ok if due to averaging)
10. Loan amount, loan type and interest rate should correspond throughout file



Tips To Avoid Delays

11. Do not submit State Income Tax returns
12. W2's, VOE's, and bank statements are not necessary unless we request them specifically
13. Borrower's spouse & all household members 18 or older must include their income into the household's qualifying income & and be listed on Form 2 page 2



Tips To Avoid Delays

- 14. Borrower's spouse & all household members 18 or older must submit last year's federal tax returns with digital signature and certification
- 15. Household size should be consistent through file
- 16. Fully and clearly explain the County financing terms and timeframes to buyers and realtors
- 17. Keep a copy of the forms you send us
- 18. Any additional documentation should match what is already in file or previously submitted forms will need to be corrected correspondingly



Resources

- ❑ HUD approved homebuyer education providers: https://hudgov-answers.force.com/housingcounseling/s/?language=en_US
- ❑ Contractor's License Check: <https://www.cslb.ca.gov/onlineservices/checklicenseII/checklicense.aspx>
- ❑ Property Tax Information: <https://ca-riverside-ttc.publicaccessnow.com/PropertySearch.aspx>
- ❑ Definition of Qualified Alien (PRWORA Section 431) <https://aspe.hhs.gov/basic-report/summary-immigrant-eligibility-restrictions-under-current-law#sec1>
- ❑ Map My Riverside County (to verify city limits etc.):
 - ❑ https://gis1.countyofriverside.us/Html5Viewer/?viewer=MMC_Public
- ❑ HWS Website: <https://rivcohws.org/community-and-housing-development/housing-programs>



MUST TURN IN ASAP

- To be complete and finalize loan officer approval these forms MUST be completed and received by HWS, or your name will not appear as an approved L.O.
 - Go to: <https://rivcohws.org/community-and-housing-development/housing-programs/resources#2741959481-4209404109>
 - Pull Statement of Information form ARPA FTHB program
 - Pull Exhibit A for ARPA FTHB program
 - Pull Statement of Information form HOME FTHB program
 - Pull Exhibit A for HOME FTHB program
 - Pull Statement of Information for PLHA program
 - Pull Exhibit A for PLHA FTHB program
 - Download
 - Complete
 - Sign in wet ink
 - Return
 - **Password Protected: FTHB2023**





Questions & Answers

