

## How do I get started?

- 1. Attend a Workshop** - A list of approved First-Time Homebuyer Workshops may be downloaded from the City of Hayward website ([www.hayward-ca.gov](http://www.hayward-ca.gov)). You may also obtain the list by calling the City's Redevelopment/Housing Division at (510) 583-4244.
- 2. Become Pre-Approved for a First Mortgage** - Contact an approved account executive to be pre-approved for a home loan and to check your eligibility for the FHP.
- 3. Find a Home** - Locate a house or townhome within the incorporated areas of Hayward.
- 4. Sign a Contract** - Enter into a written contract with the seller to purchase the property.
- 5. Finalize your Mortgage** - See your lender to finalize your mortgage and FHP loan. The lender will submit an application to the City for approval. The City will verify your eligibility and that of the home to be purchased and approve the FHP loan.
- 6. Sign the Loan Papers** - Following application approval, you will sign the FHP loan documents and the first mortgage loan documents before the close of escrow.
- 7. Enjoy Your New Home!** - The City will deposit the down payment and/or closing assistance funds in the escrow account for your mortgage. When escrow closes, you are now able to move into your new home!

## First-Time Homebuyer Assistance Program Approved Account Executives

The following account executives are approved to participate in the First-Time Homebuyer Assistance Program (FHP). Please contact one of these approved account executives to become pre-approved. These participating lenders will also determine your initial eligibility for the FHP. If you are unsure about whether your lender is approved for the FHP, please call (888) 572-1222 ext. 110.

Bank of America

Wells Fargo Home Mortgage

Countrywide Home Loans

First Home, Inc.

(415) 561-5600 x 107

Neighborhood Housing Services Silicon Valley

1156 North Fourth Street

San Jose, CA 95112

(408) 279-2600

All of the above lenders are approved to offer California Housing Finance Agency (CalHFA) loans which include several down payment assistance program loans for qualified buyers. For more details, visit the CalHFA website at: [www.calhfa.ca.gov](http://www.calhfa.ca.gov)



Equal Housing Opportunity



Redevelopment/Housing  
Division

## First-Time Homebuyer Assistance Program



Updated August, 2009

## What is the First-Time Homebuyer Assistance Program?

The City of Hayward is committed to increasing the number of residents who own their homes.

The City recognizes that there are many families who want to own a home and can qualify for a mortgage and afford the monthly payments, but are unable to save enough for a down payment. The First-Time Homebuyer Program (FHP) helps eligible families purchase a home in the City of Hayward.

The FHP is designed to work with a number of different mortgage programs. The FHP provides down payment and closing cost assistance.

### Am I eligible for the program?

The FHP is designed to help first-time homebuyers who, without City assistance, would not be able to own a home.

- To qualify, you must NOT have owned a home, condominium or townhome within the last three (3) years.
- You must not earn more than 80% or 120% of the area median income (AMI) adjusted by household size as listed in the following table:

FHP INCOME LIMITS

Family Size	Low Income Limit (80% of AMI)	Moderate Income Limit (120% of AMI)
1	\$46,350	\$75,000
2	\$53,000	\$85,700
3	\$59,600	\$96,450
4	\$66,250	\$107,150
5	\$71,550	\$115,700
6	\$76,850	\$124,300

## What are the terms of the FHP loan?

The City will provide a loan of up to \$40,000 to qualified low-income homebuyers and up to \$30,000 to moderate-income homebuyers (see FHP INCOME LIMITS on the previous column). The funds may be used for:

- Down Payment Assistance; and/or
- Closing Cost Assistance

The FHP assistance is a 30-year loan. Full amortization starts on year six with a 3.5% interest rate. No principal and interest accrue during the first five years. The loan is secured by a second deed of trust.

**You must have a down payment of at least 3% of the purchase price, plus funds for recurring closing costs. If a CalHFA or FHA loan is used in conjunction with the City's assistance, you must pay at least 1% of the purchase price plus recurring closing costs from your own funds.**

Starting on year 6, loan payments are due to the City on the first of each month and must be made by an electronic transfer of funds from your checking/savings account to the City. Borrowers authorize this transaction and agree to maintain sufficient funds in their account for these payments.

### What kind of home can I purchase?

- You may purchase any new or existing home, single-family detached, or town home (no manufactured housing units, duplexes or mobile homes).
- The home must be located within the municipal boundaries of the City of Hayward (i.e., homes within the unincorporated areas do not qualify for assistance).

**The City cannot provide assistance to purchase properties with health and safety deficiencies or structural problems.**

## Do I need to qualify for a mortgage?

Yes. In order to receive assistance, you must qualify for a home mortgage. Any of the participating lenders listed on the back of this brochure can determine if you qualify for a first mortgage and for the City's First-Time Homebuyer Assistance Program. **You MUST use a lender listed in this brochure to participate in this program.**

A suggested debt-to-income ratio should not exceed 45% of gross income for housing costs, housing debt and other debt. **All** loan applicants are required to attend a homebuyer workshop (see more below) and have a minimum credit score of 620.

### Can my family really afford to own a home?

To find out if homeownership is right for you, call for a listing of Homebuyer Workshops. The Workshops take you through the entire home buying process step-by-step. Topics include: deciding whether homeownership is right for you, shopping for the home that meets your needs, obtaining a home mortgage, closing the sale, and maintaining your new home. By attending a Workshop you will know more about the home buying process and will be able to negotiate the purchase and financing of a home that is right for YOU. You will understand the terms of your mortgage and be confident that you can afford homeownership.

You may download a list of approved Homebuyer Workshops from the City of Hayward website ([www.hayward-ca.gov](http://www.hayward-ca.gov)). You may also obtain the list by calling the City's Redevelopment/Housing Division at (510) 583-4244.

**For general program inquiries, please send an email to: [info@myhomegateway.com](mailto:info@myhomegateway.com) or call (888) 572-1222 ext. 110**

A \$200 processing fee is charged for each loan