

## APPLICATION/PROCESSING PROCEDURES

through  
*National Faith Home Buyers Program*

~ The City of Westland refers interested applicants to National Faith Home Buyers.

~ The Homebuyer Program:

Step 1 — Information Session

Step 2 — Application Process

Step 3 — Action Plan Panel

Step 4 — Credit Repair

Step 5 - Workshops

Ready to Buy a Home?

Budgeting & Credit

Understanding Your Credit

Getting a Mortgage Loan

Shopping for a Home

Closing on Your Home

Step 6 — Bank Financing

Step 7 — Shopping for a Home

Step 8 — Welcome to my New Home

~ Application packet submitted to the City of Westland for approval.

~ Homebuyer must complete a home ownership counseling program, provided by National Faith HomeBuyers.

~ If approved, down payment assistance is provided by City of Westland.

~ Minimum time frame from initial inquiry to closing is 45 days. Many factors impact this time frame, depending on status of HomeBuyer at time of application.

## ~~ REASONS TO PURCHASE~~ A HOME

~ Create a More Enjoyable Place to Live

~ Build Equity with Home Ownership

~ Instill Pride & Sense of Neighborhood

~~ To receive additional information ~~  
or apply for HomeBuyer assistance,

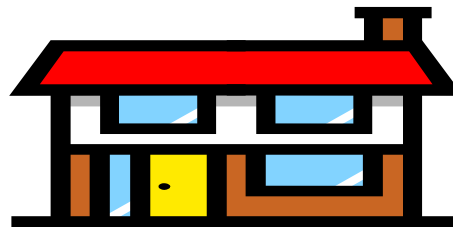
contact:

**National Faith HomeBuyers**

(313) 255-9500

[www.nationalfaith.org](http://www.nationalfaith.org)

City of Westland  
Department of Housing  
& Community Development  
734.793.9390



*"Equal Housing  
Opportunity"*



# CITY OF WESTLAND

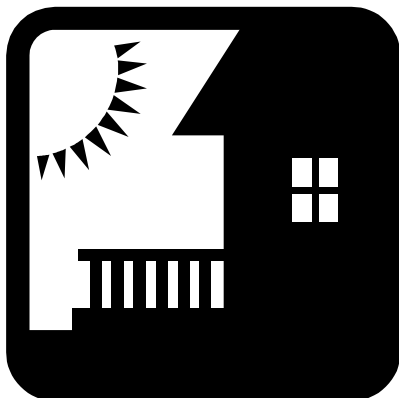
## *HOMEBUYER PROGRAM*

The City of Westland Home Buyer Program strengthens neighborhoods, as it provides assistance to low and moderate income families to purchase a home in the City of Westland.

***Kevin Coleman  
Mayor***

## HOMEBUYER ASSISTANCE MAY BE USED FOR:

- ~ Down Payment Assistance
- ~ Eligible Closing Costs such as:  
Pre-Paid Taxes, Interest, Lender's Points,  
Application Processing Fees, Credit  
Report, Title Insurance, Appraisal,  
Mortgage Survey, Cost Estimates, Safety  
Testing, Private Mortgage Insurance,  
Lump Sum Processing, Fees: loan,  
broker, recording, legal,
- ~ Excluded Closing Costs:  
Real Estate Commissions.
- ~ The City of Westland will subordinate  
to a refinancing mortgage, only in situ-  
ations where the payment and/or term  
are reduced. The City will not subordi-  
nate a new mortgage for the purpose  
of taking equity out of the property.



## ELIGIBILITY REQUIREMENTS

- Maximum Loan: \$14,500, based on need.
- ~ HomeBuyer must be at least 18 years old.
  - ~ Annual gross income cannot exceed 80%  
of Detroit median income as determined  
by HUD income limits.
  - ~ HomeBuyer must meet income require-  
ments at the time the household initially  
occupies the property or when HOME  
funds are invested, whichever is later.
  - ~ HomeBuyer must occupy the property as  
a principal resident for at least 5 years.
  - ~ HomeBuyer cannot own or have an  
interest in any other real estate at the  
time of purchase, including a vacation  
home.
  - ~ HomeBuyer cannot have more than  
\$25,000 in liquid assets.

## PROPERTY STANDARDS

- ~ A purchase offer is contingent on a  
Certificate of Occupancy from the  
Westland Building Department. The  
house must pass the City's Home Certifi-  
cation Inspection and Housing Quality  
Standards. All required repairs must be  
completed prior to closing.
- ~ All new construction properties must meet  
local construction, zoning and energy  
code, and noise mitigation standards for  
any structures located in a designated  
noise mitigation zone (65-70 decibels).
- ~ The property must also meet all applica-  
ble state and local building codes and  
zoning requirements.

## ELIGIBLE PROPERTIES FINANCING TRANSACTIONS

- ~ Properties may be located anywhere within  
the City of Westland.
- ~ Properties may be single family detached  
homes and condominium unit ownership.
- ~ Properties occupied by leasehold tenant are  
eligible if the HomeBuyer is the tenant. If the  
property had a tenant in place prior to sale,  
the unit must be vacant for a period of four  
months prior to the time of sale.
- ~ Manufactured or modular housing is eligible,  
provided the housing is located on minimum  
of a single lot with a permanent foundation  
and permanent utility hook-ups, on land that  
is held in fee simple title.
- ~ HomeBuyer must obtain ownership in fee  
simple title by warranty deed.
- ~ Mortgage financing is required for all  
transactions; land contract and lease/  
purchase financing is not eligible.
- ~ Property sales price must be below HUD  
HOME limits for the Detroit PMSA, found at  
hud.gov.

## TERM OF AFFORDABILITY

- ~ HomeBuyer may not sell the property for five  
years from the date of closing. If sold,  
rented or refinanced during the affordability  
period, the assistance must be fully repaid to  
the City of Westland. This recapture  
provision is enforced by a second mortgage  
lien.
- ~ At the end of the five-year affordability  
period, if the HomeBuyer has met all  
program requirements, the lien on the  
property will be forgiven.