



## House Charlotte Frequently Asked Questions

### How much House Charlotte assistance am I eligible for?

- Up to \$30,000 for families with household income at or below 80% Area Median Income (AMI)
  - *PILOT PROGRAM:* Up to an additional \$50,000 for families with household income at or below 80% Area Median Income (AMI) purchasing in select areas
- Up to \$10,000 for families with household income above 80% AMI, up to 110% AMI

### What can the financial assistance be used for?

- Down payment
- Points buy down
- Closing costs

**Please note:** the House Charlotte Plus program can only be used for principal reduction

### How will I know if my income qualifies for down payment assistance?

The House Charlotte program is based on total household income and family size. You can go to the HouseCharlotte website and view the Income Eligibility Chart. To qualify for House Charlotte funds, the household income cannot exceed 110% of the Area's Median Income (AMI).

### What is the maximum purchase price for the program?

Maximum purchase price of **\$300,000** for existing property, and **\$315,000** for new construction property.

### How do I know if the house I want to buy is eligible?

You may check for property eligibility through the House Charlotte website [www.dreamkeypartners.org/house-charlotte-program/](http://www.dreamkeypartners.org/house-charlotte-program/) using the *House Charlotte Mapping Application* located under the Address Search Toolbar. When you type in the address you are looking to verify that the property falls within the City of Charlotte boundaries on the mapping application. ***Tenant occupied properties are not eligible for purchase using House Charlotte funds.***

**Please Note:** For House Charlotte Plus, customers must purchase in designated eligible areas.

### Do you call neighborhoods by the same names as the builders call them?

No, the areas are not named, but now have a NPA (Neighborhood Profile Area) number. To determine if the house is in an eligible neighborhood refer to the website.

### How often is the eligible Neighborhoods (NPA) listing updated and can I request a neighborhood to be added to HouseCharlotte?

Eligible NPA's are determined and updated by the City of Charlotte's Housing & Neighborhood Services Department at the discretion of the City of Charlotte, and they do not take requests.

### How do I apply for down payment assistance/What's my first step?

Your Lender will submit the request on your behalf and you must use a House Charlotte approved lender. The list of approved lenders can be found on the House Charlotte website. We cannot accept loan submissions from Loan Officers who have not completed the required House Charlotte training.

### Once my loan is in process, how do I check my House Charlotte loan status?

Your loan officer or real estate agent will be in contact with the representatives of House Charlotte, on your behalf. In an effort to expedite the House Charlotte file processing, we encourage buyers to direct any questions or requests for status updates to their loan officer.

### What are the terms, rate, and restrictions of the House Charlotte Loans?

	Homebuyers at or below 80% AMI	Homebuyers above 80% up to 110% AMI
Interest rate	0%	0%
Loan amount	Up to \$30,000 Up to \$50,000	Up to \$10,000
Loan term	30 years forgivable at year 31	15 years forgivable at year 16
Affordability period	30 years <ul style="list-style-type: none"><li>Recapture deed restrictions</li><li>First right of refusal will be recorded</li></ul>	15 years <ul style="list-style-type: none"><li>Recapture deed restrictions</li><li>First right of refusal will be recorded</li></ul>

### Is an inspection required to receive House Charlotte funds?

Yes, all existing properties must pass a House Charlotte inspection prior to receiving funds. Please see the *Inspection Guidelines* on our website for full inspections details. There are two inspection options;

- Option 1-The City of Charlotte will pay for the initial code inspection along with one additional re-inspection.
- Option 2- Buyer(s) have the option, at the buyer's cost, to hire an independent, licensed NC Home Inspector. However, this Inspector must complete the HouseCharlotte Minimum Housing Code form along with their normal inspection form. Both should be forwarded to House Charlotte upon completion for review.

*Please note that borrowers should use caution in relying solely on the House Charlotte inspection. The House Charlotte inspection generally covers code violations. Therefore, we highly recommend that borrowers hire their own Inspector to complete a full structural/mechanical home inspection in addition to the House Charlotte inspection.*

\*Note: For new construction homes less than 6 months old, a Certificate of Occupancy (CO) is required.

### Who can request the House Charlotte home inspection?

The inspection can be requested by the Realtor, the Lender or the buyer.

### Who would I contact to take the *homebuyer education course and counseling* as required for the House Charlotte Program?

You may contact the Homeownership Center of Charlotte at 704-342-0933, Community Link at 704-943-9517, or any other HUD approved Counseling Agency. A list of local agencies can be found on the House Charlotte website. All North Carolina and out of state HUD approved agencies can be found on [www.hud.gov](http://www.hud.gov). Pre-Purchase Counseling & Homebuyer Education must total a minimum of 8 hours Online Education is accepted from *E-Home & Framework* ONLY. Generally 4 hours credit is given for online education. 1-on-1/Face-to-face Counseling must be included with online education also.

**How long is the training course?**

The training course varies in length, depending on which agency you have chosen to take the class with. Typically, the course consists of up to 8 hours, and is offered on Saturdays\* and weeknights to try to accommodate your schedule. Upon completion of the course, you will receive a homebuyer education certificate that is good for one year. **NOTE:** 1-on-1/Face-to-face Counseling is also required. Please contact the agency you wish to work with to learn more about class dates and times.

***\*Please note that all classes are currently being held virtually, contact agency for schedule.***

**When should I take the course?**

As stated above, the homebuyer education certificate is good for one year. It is recommended you take the course as soon as possible, as you will gain a wealth of information on homeownership. It is not required that you have a home identified prior to taking the course, however, you will need to complete the course before you can close and receive House Charlotte down payment assistance funds. Keep in mind that the certificates you will receive upon completion is valid for one year.

**Is everyone listed on the mortgage required to take the class?**

Yes.

**How long does it take House Charlotte to process the file?**

Upon receipt of a **complete** loan package, it takes approximately 20 business days from receipt of a complete package to process the file and get the check for closing. However, if the package is incomplete, it may take longer. A House Charlotte loan representative will notify the lender if items are needed which will cause a delay in processing.

**How does a lender get on the Approved Lender's List?**

The Lender Agreement and instructions links are on the website [www.dreamkeypartners.org/housecharlotte-program/](http://www.dreamkeypartners.org/housecharlotte-program/). Once completed forward all requested documentation to Ron Mason, City of Charlotte Housing & Neighborhood Services department. Address is included on the documentation.

***\*\*Effective July 1, 2017 - all Loan Officers who will use the House Charlotte program must complete training. Lender Training is Mandatory, as well as any update trainings, when applicable. Contact HouseCharlotte@dkp.org for details.***

For additional information, please call **House Charlotte** at **704-705-3999** or send an email to [HouseCharlotte@dkp.org](mailto:HouseCharlotte@dkp.org).