

HOME EXHIBIT LIST

HOMEBUYER SUBRECIPIENT

The exhibits listed on this form must accompany the online HOME Application if required/applicable.

Exhibit #	Description	Required
H-1	<u>Application Certification</u> (Homebuyer Subrecipient) - IFA required form	Yes
H-2	<u>Assurances Signature Page</u> - IFA required form	Yes
H-3	<u>Applicant/Recipient Disclosure/Update Form (HUD 2880)</u>	Yes
H-4	<u>W-9 Form (Request for Taxpayer ID # & Certification)</u>	Yes
H-5	<u>Minority Impact Statement</u> - IFA required form	Yes
H-6	<u>No Lobbying Certificate</u> (Homebuyer Subrecipient) - IFA required form	Only if requesting over \$100,000 in HOME funds
H-7	<u>Disclosure of Lobbying Activities</u>	If applicable
H-8	<u>Local Support</u> A letter(s) of involvement, endorsement and investment by local citizens, local organizations or the governing body of the local government in which the housing project is located. The local support letter shall specifically mention the entity's support for the proposed project that is applying for HOME program assistance.	Yes
H-9	<u>Nonprofit Status</u> 1) Provide a letter from the IRS stating that the entity is a qualified nonprofit and has received a tax-exempt ruling under 501(c) depending on the type and purpose of the organization seeking the designation for tax-exemption: The 501(c) designations permissible under HOME are: 501(c)3 status -- A charitable, nonprofit corporation; 501(c)4 status -- A community or civic organization; Section 905 status -- a subordinate organization or a 501(c) organization.	Yes
H-10	<u>Good Standing from the Secretary of State</u> Provide a current good standing letter from the Iowa Secretary of State's Office (i.e. a Certificate of Existence or a Certificate of Authority.)	Yes
H-11	<u>Letters of intent from lending institutions for mortgage financing in conjunction with down payment assistance</u> Must be on the lending institution's letterhead.	Only if working with a lender
H-12	<u>Commitment letters from all other sources (i.e. grants, loans, etc.)</u> Each letter must include:	Yes

	<ul style="list-style-type: none"> - the value of the commitment; - the purpose the funds can be used for; - the time limitations related to the commitment. 	
H-13	<u>Market Information for Proposed Project</u> (Homebuyer Subrecipient) - IFA required form If project is located in multiple primary market areas, one form is required for each primary market area.	Yes

H-14	<u>3 Yrs. Balance Sheets*</u>	Yes
H-15	<u>3 Yrs. Profit & Loss Statements*</u>	Yes
H-16	<u>Match Documentation (2 items required)</u> <ol style="list-style-type: none"> 1) Provide IFA required form 2) Provide a letter from each entity providing match (must be on their letterhead). Each letter must include: <ul style="list-style-type: none"> - Date - Name of entity providing the Match - Dollar amount of Match - Description of Match - Language specifying that the Match is for the proposed HOME project - Signature of person authorizing the commitment of Match funds 	If applying for points for Match

*Alternative financial information may be accepted if IFA deems it sufficient.