

## **definitions**

Cancellation Fee  
Delayed Delivery Penalty  
Delivery Extension & Penalty  
Delivery Period  
Funding Extension & Penalty  
Funding Period  
Suspension Penalty

## **document glossary**

CHFA Form 306 CHFA Second Mortgage (Interest Bearing) Note  
CHFA Form 311 CHFA Second Mortgage (Interest Bearing) Deed of Trust  
CHFA Form 331A CHFA Second Mortgage (Interest Bearing) Initial TIL  
CHFA Form 331B CHFA Second Mortgage (Interest Bearing) Final TIL  
CHFA Form 332 CHFA Second Mortgage (Interest Bearing) Good Faith Estimate  
CHFA Form 730 CHFA HomeOpener Program Compliance Voucher  
CHFA Form 733 CHFA HomeOpener Purchase Voucher  
CHFA Form 735 Document Checklist  
CHFA Form 738 CHFA HomeOpener Post Closing Voucher

## **chapter 1, lender participation**

- Changes to Participating Lender Requirements, Representations and Warranties, and Maintaining Approval
- No cash back at closing.
- Mortgage Loans must be submitted for Purchase within 10 days of the Closing Date.

## **chapter 2, eligibility requirements**

- Borrower Eligibility: Minimum Financial Investment is \$1,000 for all loans, except HomeAccess which stays \$750 or \$500 w/ACH.
- Property Eligibility: Revised approval requirements for Condominium Projects

## **chapter 3, programs:**

- Added repayment information about CHFA Second Mortgage Loan

#### **chapter 4, reservation**

- General Reservation Information: Loans must be Approved for Purchase within Reservation Period. Maximum Reservation period of 100 days. CHFA expects "best effort delivery" from Reservation to the Closing Date, and "mandatory delivery" from the Closing Date to Purchase.
- Making a Reservation: The Participating Lender must provide the Automated Underwriting System Case Number (if any), the median credit score, and the debt-to-income ratio.
- Reservation Period includes a Delivery Period and a Funding Period.
- New Extensions, Fees, and Penalties are explained in Section 405.
- Reservation Transfers: Not allowed from 30 to 60 Days or vice versa
- The new cancellation policy for cancelled or expired Reservations is explained in Section 408.

#### **chapter 5, program compliance review procedures**

- All Mortgage Loans (except those in the Hardship Refinance Program) have a minimum median credit score (for Borrower, Co-Borrower, and Cosigner) of 580
- Manually underwritten Mortgage Loans have a maximum debt-to-income ratio of forty-five percent (45%)

#### **chapter 6, purchase procedures**

- New delivery requirements include: delivery within ten (10) days of the Closing Date, loan must be Approved for Purchased before Reservation Expiration, and new fees and penalties

#### **chapter 7, post closing procedures**

- Late Delivery Fee clarified

#### **chapter 8, servicing**

- Loan must be Approved for Purchase before Reservation Expiration.
- Any Repurchased First Mortgage Loan will have the CHFA Second Mortgage Loan assigned and sold to the Participating Lender.

**Appendix 1, HomeAccess Program**

- Reservation process remains unchanged.
- In an effort to manage the limited funds available for this program, CHFA will strictly enforce the requirement for a Borrower to complete Homebuyer Education prior to executing a contract.
- Credit Review: 580 minimum median credit score; 45% maximum DTI ratio
- Purchase process remains unchanged

**Appendix 2, Hardship Refinance Program Reservations**

- Reservation process remains unchanged.
- CHFA will enforce the cancellation policy.