we make housing affordable™

Florida Housing
Finance Corporation

LUNCH & LEARN
April 23, 2025

Webinar will begin at 5 minutes past call start time.

eHOUSINGPLUS
Program Management Specialists

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Florida Housing Programs Are Available Statewide

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STANDARD BOND & TBA PROGRAMS ARE CONTINUOUSLY FUNDED!

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we make housing affordable™

Florida Housing
Finance Corporation

Bond Program

TBA Program

Down Payment and Closing Cost Assistance

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Program Requirement – Income Limit

Standard Bond Program Income Calculation

VS.

Standard TBA Program Income Calculation



VERY DIFFERENT

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STANDARD BOND PROGRAM INCOME CALCULATION

CURRENT income that is annualized.

- ✓ Borrower + Spouse
  - Any person who will live in the household 18 years or older.



Must Include ALL Forms of Income:

- Bonuses
- Overtime
- Social Security Income
- Alimony
- Child Support
- ETC.

& must not exceed Bond income limit.



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STANDARD TBA PROGRAM INCOME CALCULATION

- ✓ **1003 Income for Borrower/s ONLY**
  - **Do NOT** include income from a non-borrower.
  - If spouse is not on the loan do NOT include income.

BORROWER ONLY



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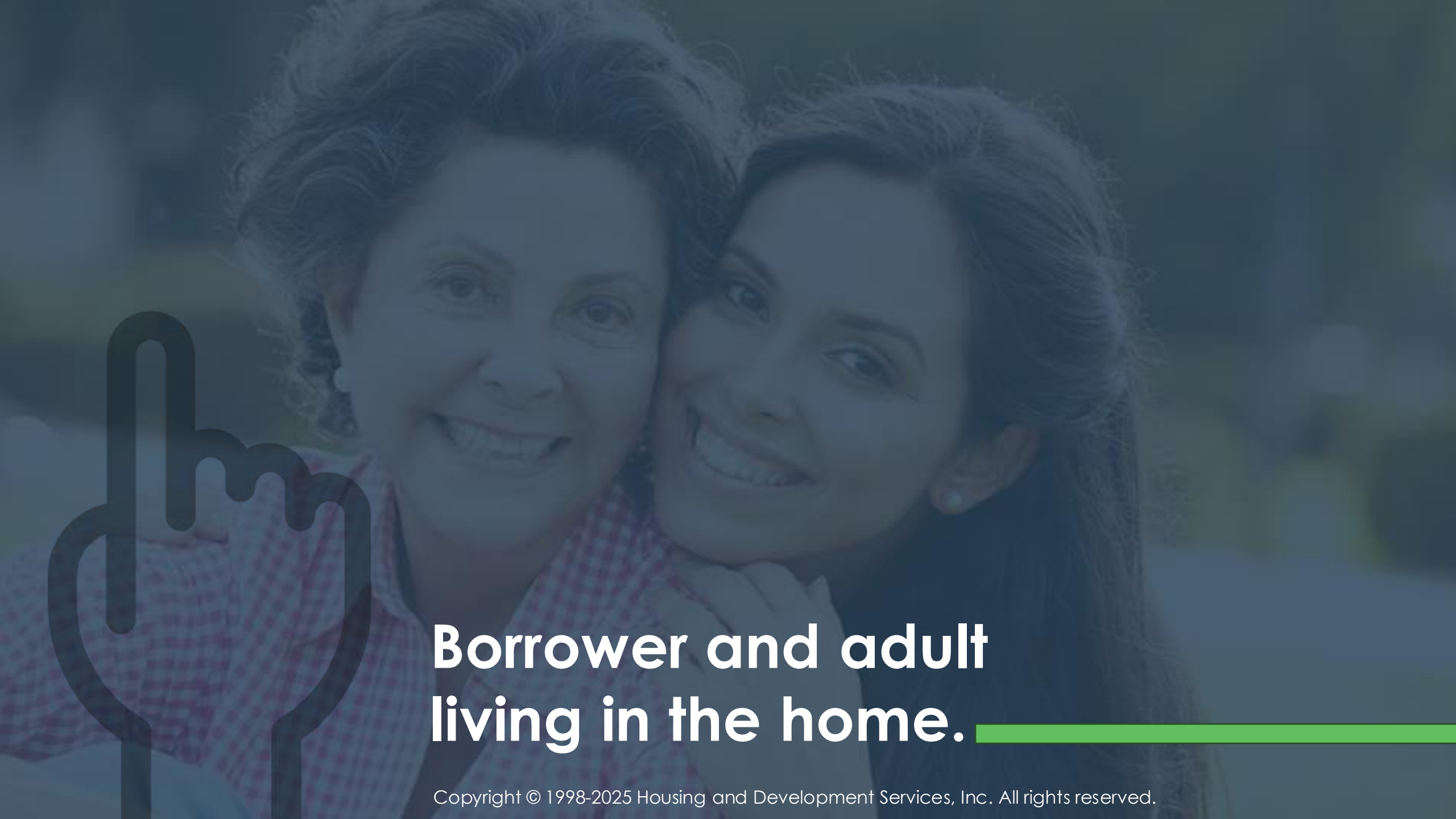
TYPES OF INCOME DOCUMENTATION

Even if not required for credit underwriting, Lenders should be seeking the two most current paystubs with year-to-date (YTD) earnings. Do not include in the compliance file. Again, Lenders should retain all necessary supporting income documentation in the event it would be required to confirm income eligibility and the income certified by underwriting staff. Although reference is made to the last 4 to 6 weeks income, underwriters should be reviewing tax returns to verify consistency and that there are no unexplained changes in Household Income.

Lenders should obtain the income documentation that best supports Current Gross Income which may include, but is not limited to:

- **Last 4—6 weeks' paystubs** (most commonly obtained income documentation for validating income)
- **Verification of Employment (VOE)** (may assist in determining bonus and commission earnings)
- **Tax Returns** (may assist with determining inconsistencies between previous year's earnings and current earnings which may prompt further review of current earnings)
- **Offer Letter from Future Employer** (may assist with determining annual income if borrower, occupant, NPS or non-occupying spouse) are in process of changing employers.

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Borrower and adult living in the home.

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Standard Bond

INCLUDE:
Borrower + Other Occupant income



Why?
The Bond Program requires a lender to include the borrower and everyone 18 years of age or older who will occupy the home.

INCLUDE:
All forms of income. Credit Qualifying income may be less than the Program income.

Standard TBA

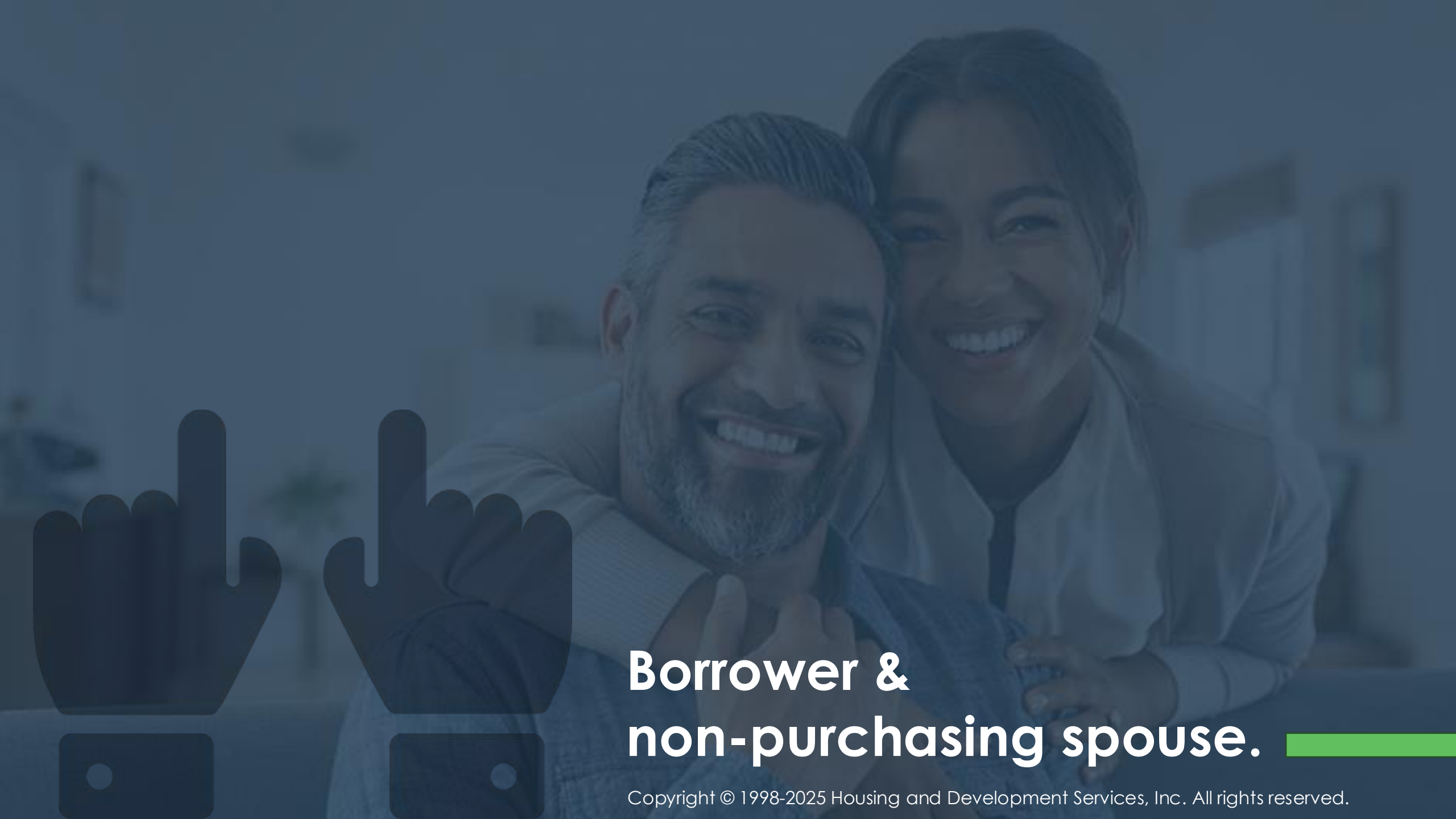
INCLUDE:
Borrower ONLY



Why?
The TBA Program requires a lender to only include the income of the borrower/s listed on the application or disclosed through the loan process:

- Listed on the 1003
- Shown on paystubs
- Shown on a written VOE
- Shown on tax documents

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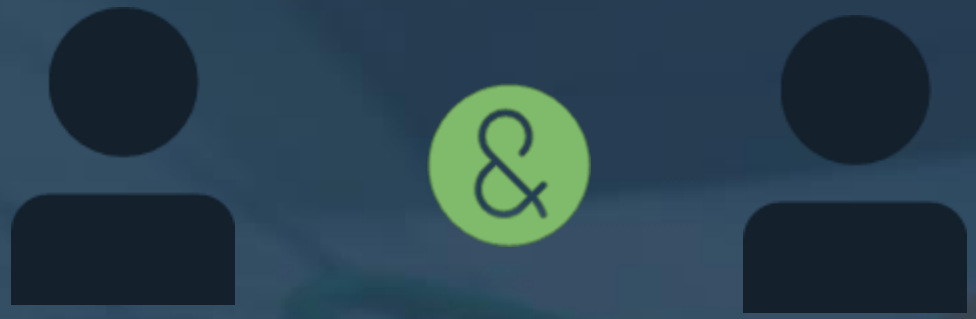


Borrower & non-purchasing spouse.

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Standard Bond

- Include income from the borrower and non-purchasing spouse.

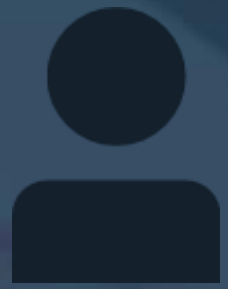


INCLUDE:
All forms of income. Credit Qualifying income may be less than the Program income.

Standard TBA

Include the income of the borrower/s listed on the application or disclosed through the loan process:

- Listed on the 1003
- Shown on paystubs
- Shown on a written VOE
- Shown on tax documents



Credit Qualifying income will be the exact same as the Program income.



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Borrower with a Non-Occupant Co-Signor.

A co-signor can be a little complicated.
So first make sure you know where to find the Co-Signor addendum.

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Florida Housing Finance Corporation Program Highlights

Approved Programs

- STANDARD BOND
- STANDARD TBA
- PLUS TBA
- HOMETOWN HEROES
  Funds Exhausted

Program Guidance

- APPROVED PARTICIPATING LENDERS
- BOND VS. TBA CHEAT SHEET
- BULLETINS
- eHP PROCESS ORIGINATION TO PURCHASE
- FOR CLOSERS
- TARGETED AREA CENSUS TRACTS AND MAPS
- TERM SHEETS

Additional guidance for co-signers is located under the TERM SHEETS tab

Today's Rates & Offerings

[Business Days 10am – 7pm ET] March 21, 2025

Reservation Timeline Requirements: All First and Second Mortgage Loans Must Adhere to a 60-Day Delivery Timeline from Reservation (in ePortal) to Loan Purchase By Lakeview. More Information Can Be Found in the Program Guideline. NOTE: Prior to locking any loans, lender must have a FULLY EXECUTED Purchase Contract in hand, otherwise the loan will NOT be purchased.

STANDARD BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA	640	FL Assist $10k or FL HLP $10k	6.500%
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI	640		7.125%
Freddie Mac (HFA Advantage) <= 80% AMI or OVER 80% AMI	640		7.000%

STANDARD TBA

Offering	FICO	DPA	Lock Rate
FHA, VA	640	FL Assist $10k or FL HLP $10k	7.000%
Freddie Mac (HFA Advantage) <= 80% AMI	640		7.000%
Freddie Mac (HFA Advantage) OVER 80% AMI	640		7.125%

PLUS TBA

Offering	FICO	DPA	Lock Rate
Freddie Mac (HFA Advantage) <= 80% AMI	640	3%	7.125%
		4%	7.375%
		5%	7.750%
Freddie Mac (HFA Advantage) OVER 80% AMI	640	3%	7.250%
		4%	7.500%
		5%	7.750%

HOMETOWN HEROES TBA

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA	640	5% (min $10k, max $35k)	n/a
Freddie Mac (HFA Advantage) <= 80% AMI			n/a
Freddie Mac (HFA Advantage) OVER 80% AMI			n/a

HOMETOWN HEROES BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA	640	5% (min $10k, max $35k)	n/a
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI			n/a

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- BULLETINS
- eHP PROCESS ORIGINATION TO PURCHASE
- FOR CLOSERS
- TARGETED AREA CENSUS TRACTS AND MAPS

203k Term Sheets	203k Term Sheet
Co-Signor Term Sheet	Co-Signor Term Sheet
Manufactured Housing Term Sheet	Manufactured Housing Term Sheet
Master Term Sheet for Stand	Master Term Sheet
Homebuyer Education	Homebuyer Education
80% AMI Conv. Loan Limits	80% AMI Limits

Today's Rates & Offerings

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PLUS TBA

Offering	FICO	DPA	Lock Rate
Freddie Mac (HFA Advantage) <= 80% AMI	640	3%	7.125%
		4%	7.375%
		5%	7.750%
Freddie Mac (HFA Advantage) OVER 80% AMI	640	3%	7.250%
		4%	7.500%
		5%	7.750%

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Freddie Mac (HFA Advantage) <= 80% AMI			n/a
Freddie Mac (HFA Advantage) OVER 80% AMI			n/a

HOMETOWN HEROES BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA	640	5% (min $10k, max $35k)	n/a
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI			n/a

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Co-Signor Requirements
Florida Housing Finance Corporation
Homebuyer Loan Program

PROGRAM	STANDARD BOND & HTH BOND	STANDARD TBA, TBA PLUS & HTH TBA
LOAN TYPE	• FHA • FHLMC's HFA Advantage • FNMA's HFA Preferred	• FHA • FHLMC's HFA Advantage *(FNMA's HFA Preferred is NOT available with TBA.)*
HOUSEHOLD or CREDIT INCOME CONSIDERED FOR PROGRAM QUALIFYING?	Household. Consider the gross, current annual income of **all occupants** aged 18 and older.	Credit income, the income used to support the AUS.
IS CO-SIGNOR INCOME CONSIDERED IN PROGRAM QUALIFYING?	NO. Co-Signor income is not considered against income limits because they do not occupy the property.	Yes. TBA considers the AUS income and the co-signor income is used to support the AUS.
IS CO-SIGNOR INCOME CONSIDERED IN DETERMINING MORTGAGE INSURANCE (MI)?	**FHA** determines any applicable MI costs. **FNMA and FHLMC** consider the AUS income in determining if borrower will qualify for reduced cost MI and co-signor income is included in the AUS. Co-Signor income is included in the AUS so therefore, their income is considered in determining MI coverage. Income at or below 80% AMI are eligible for reduced cost, charter MI. Income above 80% AMI receive standard MI coverage. See 80% AMI Chart.	**FHA** determines any applicable MI costs. **FHLMC** considers the AUS income in determining if borrower will qualify for reduced cost MI and co-signor income is included in the AUS. Co-Signor income is included in the AUS so therefore, their income is considered in determining MI coverage. Income at or below 80% AMI are eligible for reduced cost, charter MI. Income above 80% AMI receives standard MI coverage. See 80% AMI Chart.
DOES CO-SIGNOR NEED TO ATTEND HOMEBUYER EDUCATION (HBE) ?	NO.	
DOES CO-SIGNOR NEED TO BE A FIRST TIME BUYER?	NO.	
DOES CO-SIGNOR INCOME AFFECT FIRST MORTGAGE RATE?	Only one rate applies to the "at or below 80% AMI" or the "above 80% AMI" with the FNMA HFA Preferred or the FHLMC HFA Advantage. FHA only offers one rate. See eHousing website for rates.	YES. Income "at or below 80% AMI" receives a lower rate and income "above 80% AMI" receives a higher rate with the FHLMC HFA Advantage. FHA only offers one rate. See eHousing website for rates.

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Florida Housing Finance Corporation
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CAN A CO-SIGNOR PURCHASE THROUGH THE PROGRAM AFTER CO-SIGNING FOR A BORROWER(S)?	NO. A Co-Signor who has participated in the program as a Co-Signor is not eligible to utilize the program as a buyer in the future. ALL borrowers, including Non-Occupying Co-Signor (s) are restricted to a one-time participation in FL Housing's Homebuyer Loan Programs. This includes all first and second mortgage programs.	

WHAT DOES THE CO-SIGNOR SIGN ?

CO-SIGNORS are Non-Occupying Borrowers that cannot have an Ownership Interest in the Property. Ownership Interest is considered appearing on Deed.

SIGNS NOTE	SIGNS MORTGAGE	SIGNS PROGRAM DOCUMENTS	APPEARS ON DEED	RESIDES IN PROPERTY
YES	NO	NO	NO	NO

Co-Sig irements
Florida Housi nce Corporation
Homebuye oan Program

PROGRAM	STANDARD BOND & HTH BOND	STANDARD TBA, TBA PLUS & HTH TBA
LOAN TYPE	• FHA • FHLMC's HFA Advantage • FNMA's HFA Preferred	• FHA • FHLMC's HFA Advantage *(FNMA's HFA Preferred is NOT available with TBA.)*
HOUSEHOLD or CREDIT INCOME CONSIDERED FOR PROGRAM QUALIFYING?	Household. Consider the gross, current annual income of **all occupants** aged 18 and older.	Credit income, the income used to support the AUS.
IS CO-SIGNOR INCOME CONSIDERED IN PROGRAM QUALIFYING?	NO. Co-Signor income is not considered against income limits because they do not occupy the property.	Yes. TBA considers the AUS income and the co-signor income is used to support the AUS.
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Co-Si quirements
Florida Hou nance Corporation
Homebu Loan Program

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YES	NO	NO	NO	NO

Co-Signor Requirements
Florida Housing Finance Corporation
Homebuyer Loan Program

PROGRAM	STANDARD BOND & HTH BOND	STANDARD TBA, TBA PLUS & HTH TBA
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DOES CO-SIGNOR NEED TO BE A FIRST TIME BUYER?	NO.	
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Co-Signor Requirements
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SIGNS NOTE	SIGNS MORTGAGE	SIGNS PROGRAM DOCUMENTS	APPEARS ON DEED	RESIDES IN PROPERTY
YES	NO	NO	NO	NO



Self-Employed Borrower Income Calculation

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Standard Bond

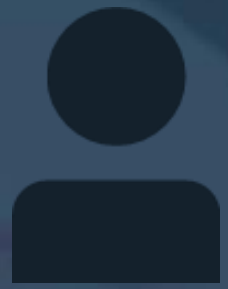
•Use the quarterly tax returns, the most recent annual tax return and/or profit and loss statement to identify the current net YTD income. Net income is used in determining income for SE borrower(s). Net income is gross income minus business expenses, interest on loans and depreciation computed on a straight line basis.

•The following cannot be deducted from gross earnings:
•Principal payments on loans, interest on loans for business expansion or capital improvements, other expenses for business expansion, or outlays for capital improvements. Divide the YTD income by the number of months in which it was earned and multiply it by 12.
•SE income is the only income in which net earnings are considered.
•If income from a business is negative, it must be counted as zero income. Losses from a business may not be deducted from another source of income.

Standard TBA

Include the income of the borrower/s listed on the application or disclosed through the loan process:

- Listed on the 1003
- Shown on paystubs
- Shown on a written VOE
- Shown on tax documents



Credit Qualifying income will be the exact same as the Program income.



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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard Bond	vs.	TBA
Federal Tax Returns		1003

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Federal Tax Returns

Standard Bond

Borrower and spouse (even a non-purchasing spouse)

- Signed
- &
- Dated – Federal Income Tax Returns.

→ Any combination of tax returns or transcripts.

- Form 1040 IRS transcripts

If neither are available, with permission from Florida Housing a VOR from a third party or copy of lease would be acceptable.

Please Note: “No Record Found” transcripts are not acceptable; it only validates non-filing for a specific tax year.

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard Bond

Federal Tax Returns Tips

Only need pages 1 & 2

If Senior return need pages 1, 2 &3

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard Bond

Transcript Tips

NOT ACCEPTABLE

- Wage & Income
- Summary

Transcripts are typically 7-9 pages
If PIN is showing in signature line, this is acceptable

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard Bond

What if transcript is returned as NO RECORD FOUND?

NOT ACCEPTABLE

Submit a Verification of Rent (FNMA form preferable)

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard Bond

What if borrower is living with family member?

Need Letter of Explanation from Homeowner or Tenant family member verifying:

- **Borrower lives in the property**
- **If they pay rent**
- **How long they've lived there**
- **AND…copy of Warranty Deed or Lease proving family member is owner of property or lives at leased property**

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85%

Standard Bond Program loan files are missing the taxes.

we make housing affordable™

Florida Housing Finance Corporation

Bond Program

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Spouse & Tax Returns

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VERIFICATION OF THE FIRST-TIME BUYER REQUIREMENT

Standard TBA



Indicated on 1003 in the declarations section.

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Florida Housing Finance Corporation

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Tax Returns are ***NOT*** required

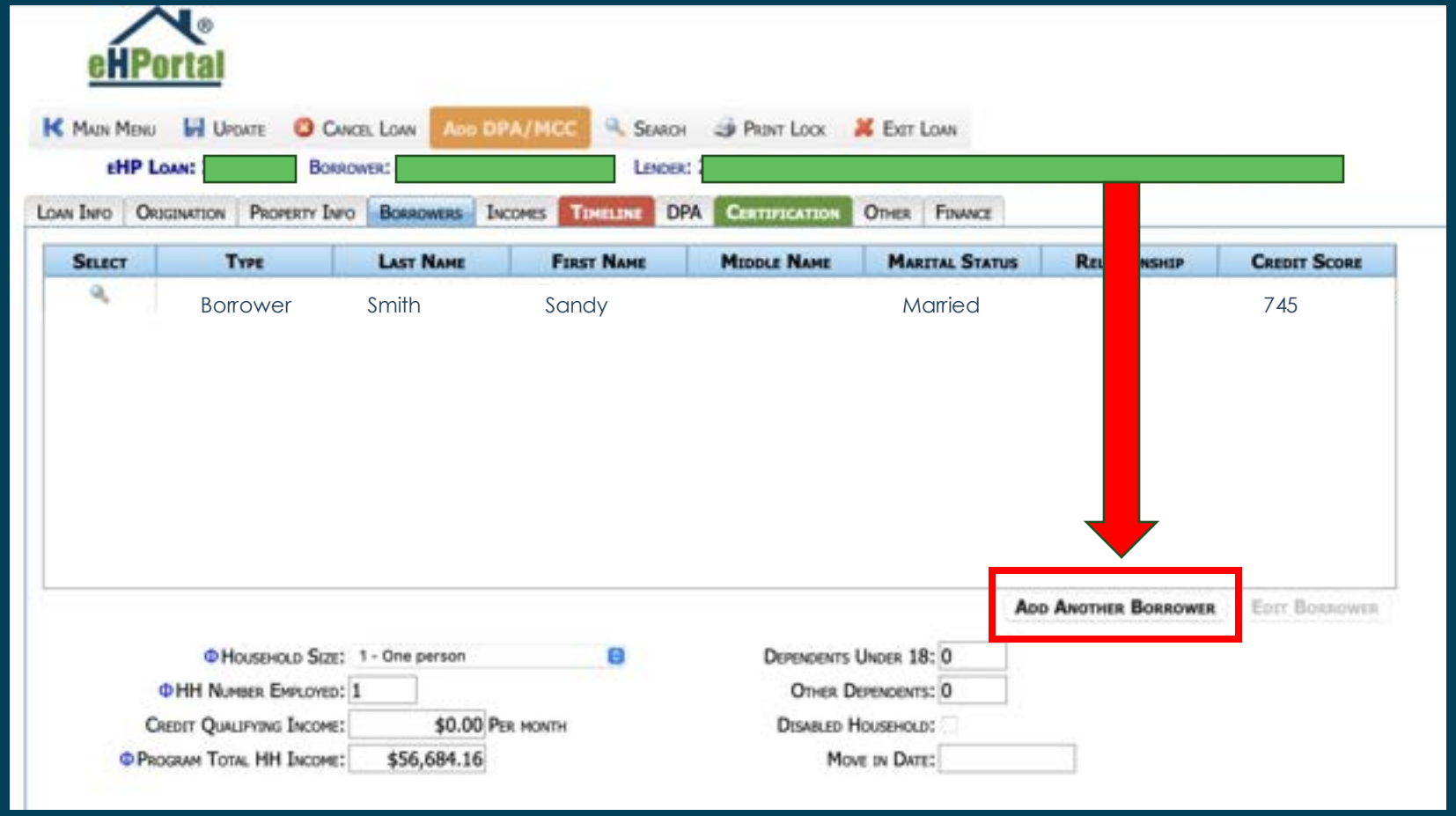
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How to add a co-borrower, co-signor and NPS. Borrower must be added to system first.



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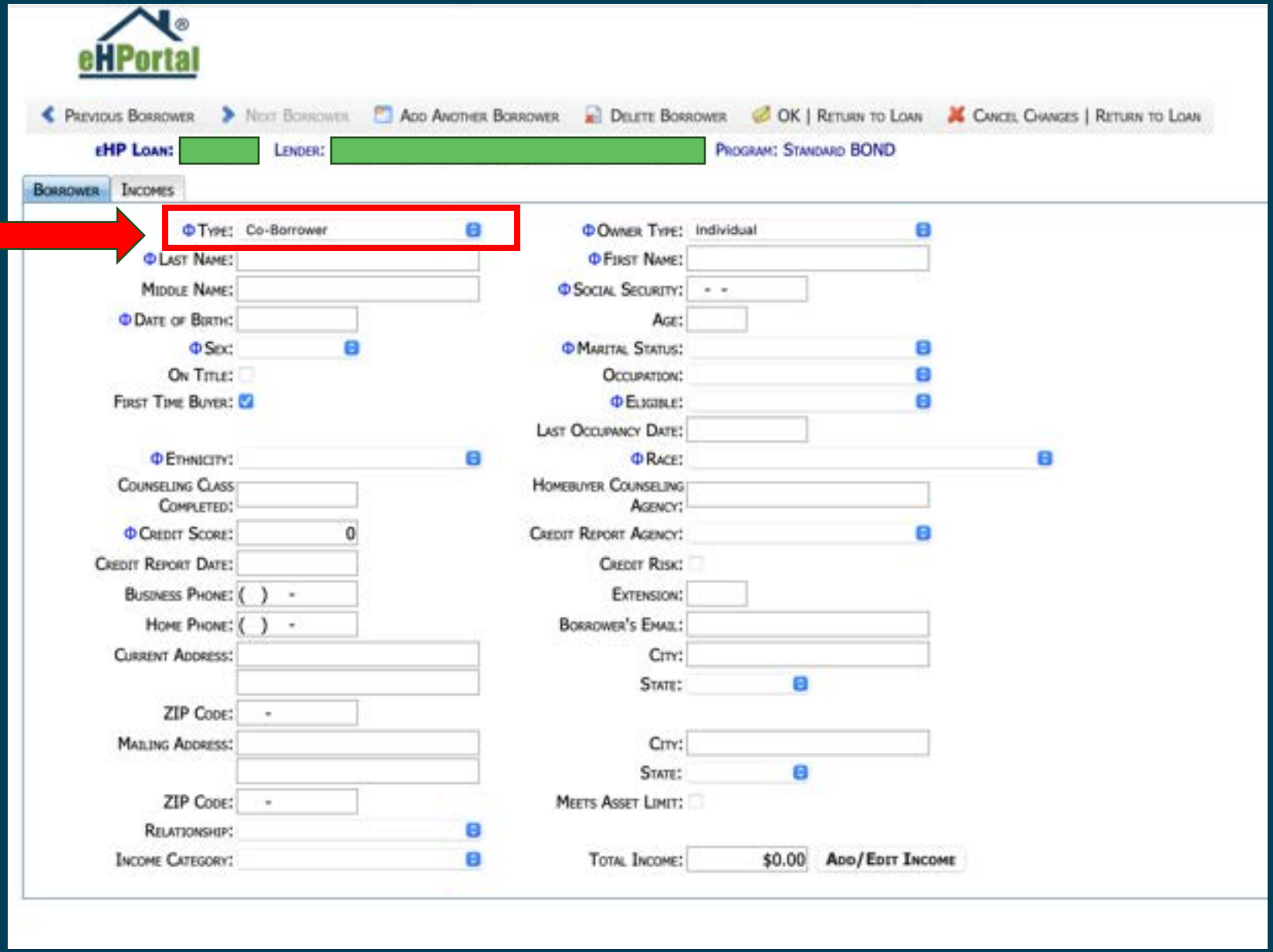
How to add a co-borrower, co-signor and NPS. Click on ADD ANOTHER BORROWER



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Choose from the TYPE drop down

Co-Borrower
Co-Signer
Non-Purchasing Spouse

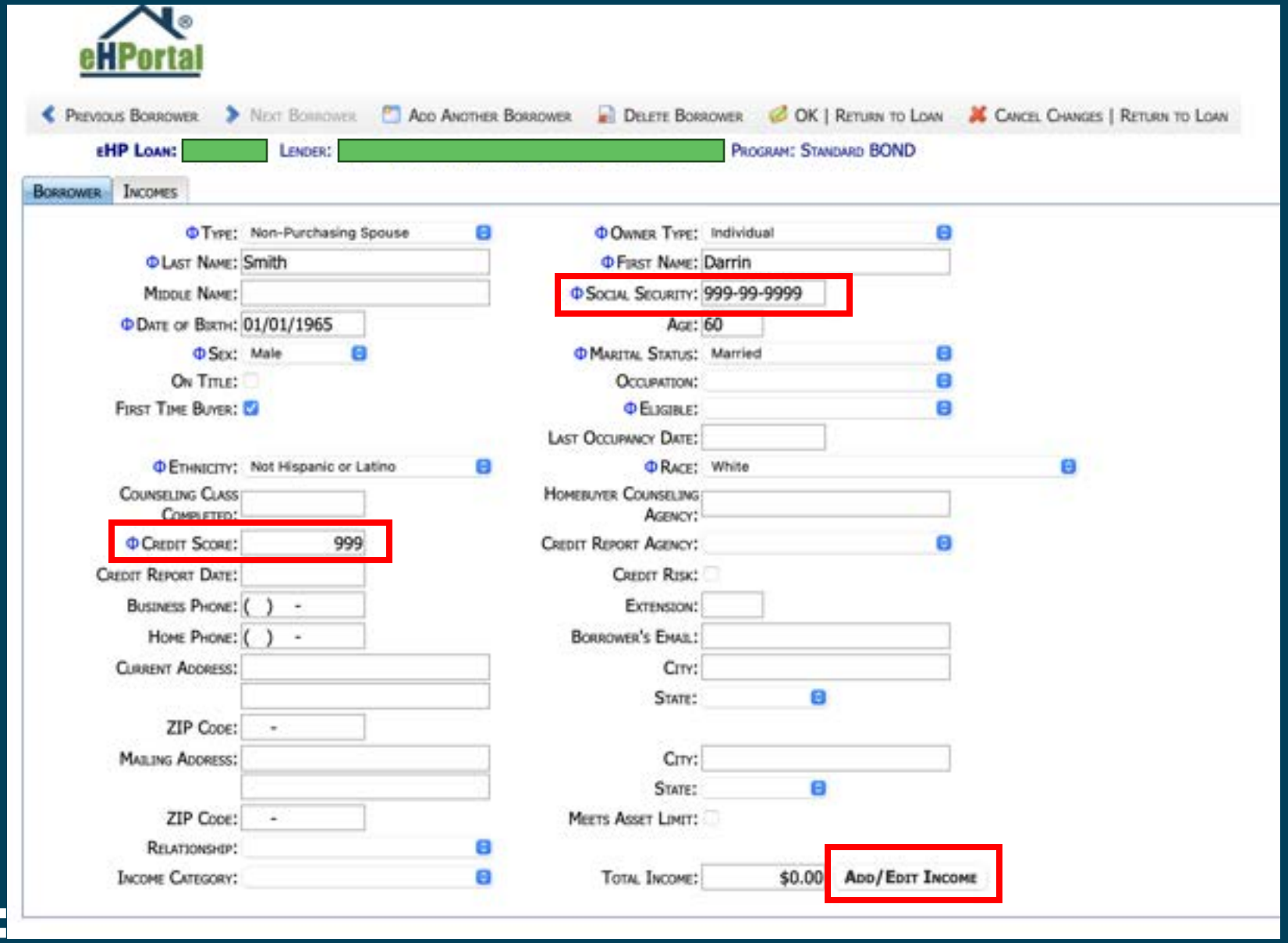


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For a NPS and Co-Signer Enter name DOB

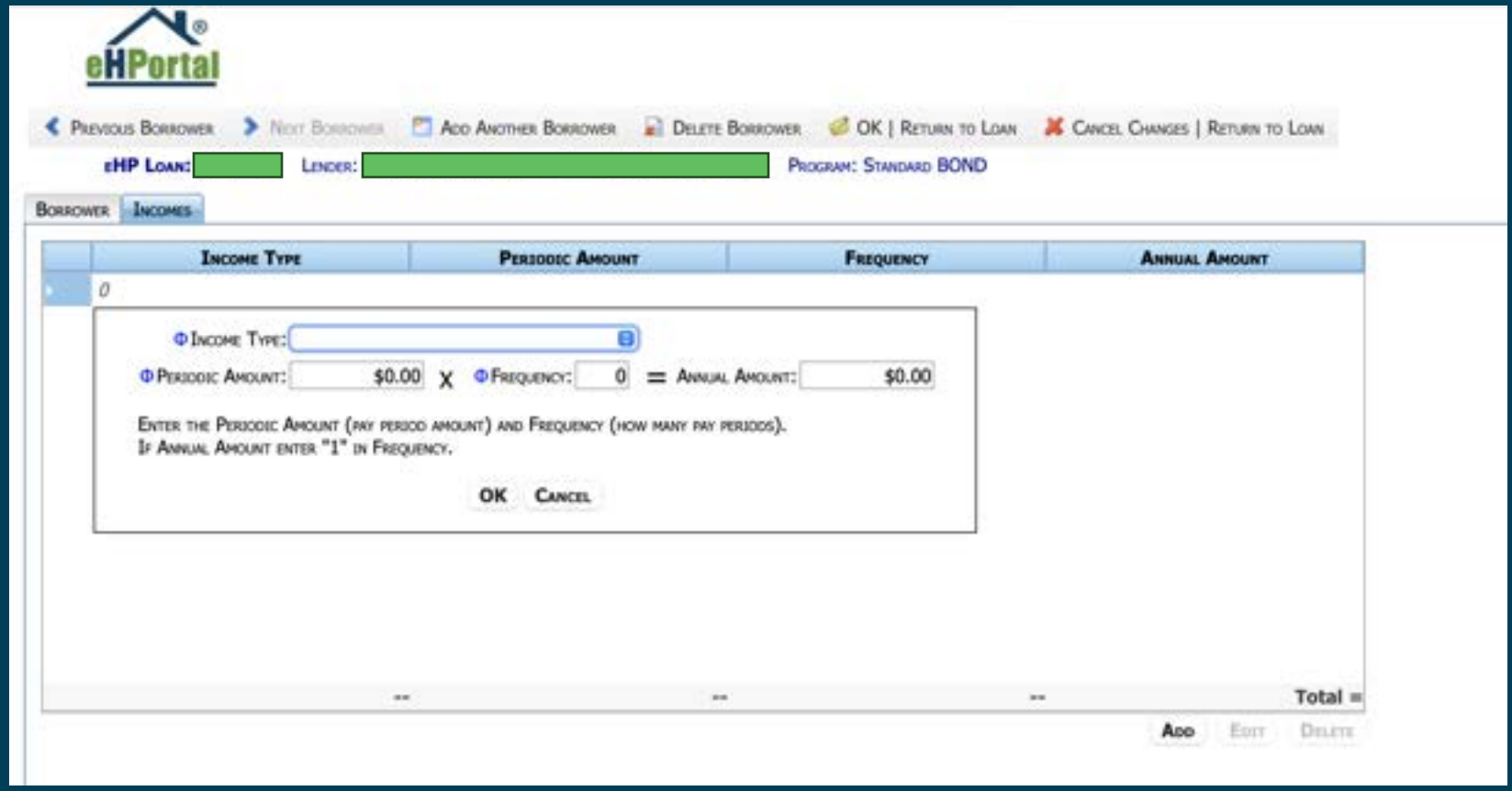
Enter all 9's For SSN and Credit Score

Click on ADD/EDIT INCOME



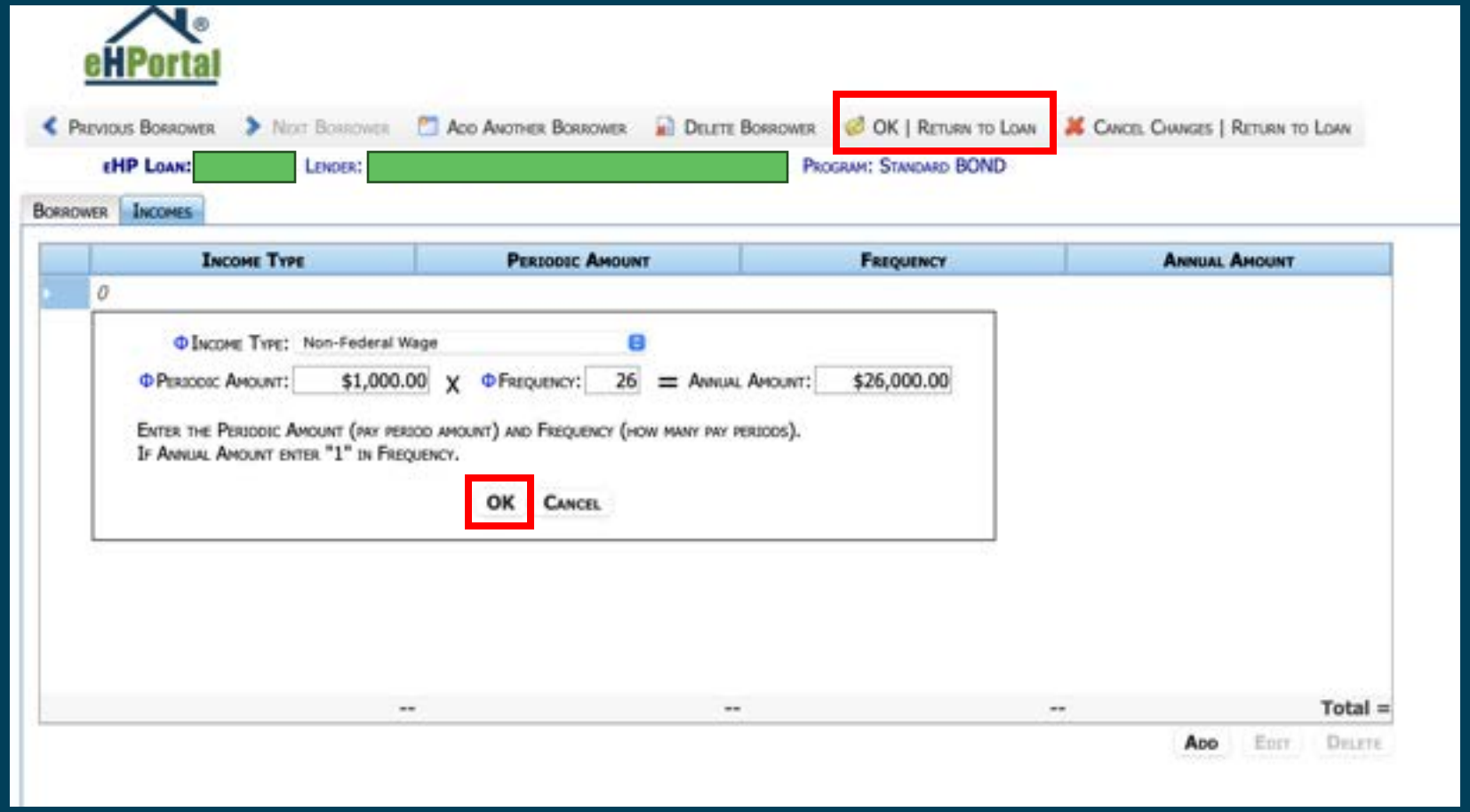
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Enter income for a NPS
Enter income for a Co-Signer for TBA
DO NOT Enter income for a Co-Signer for Bond



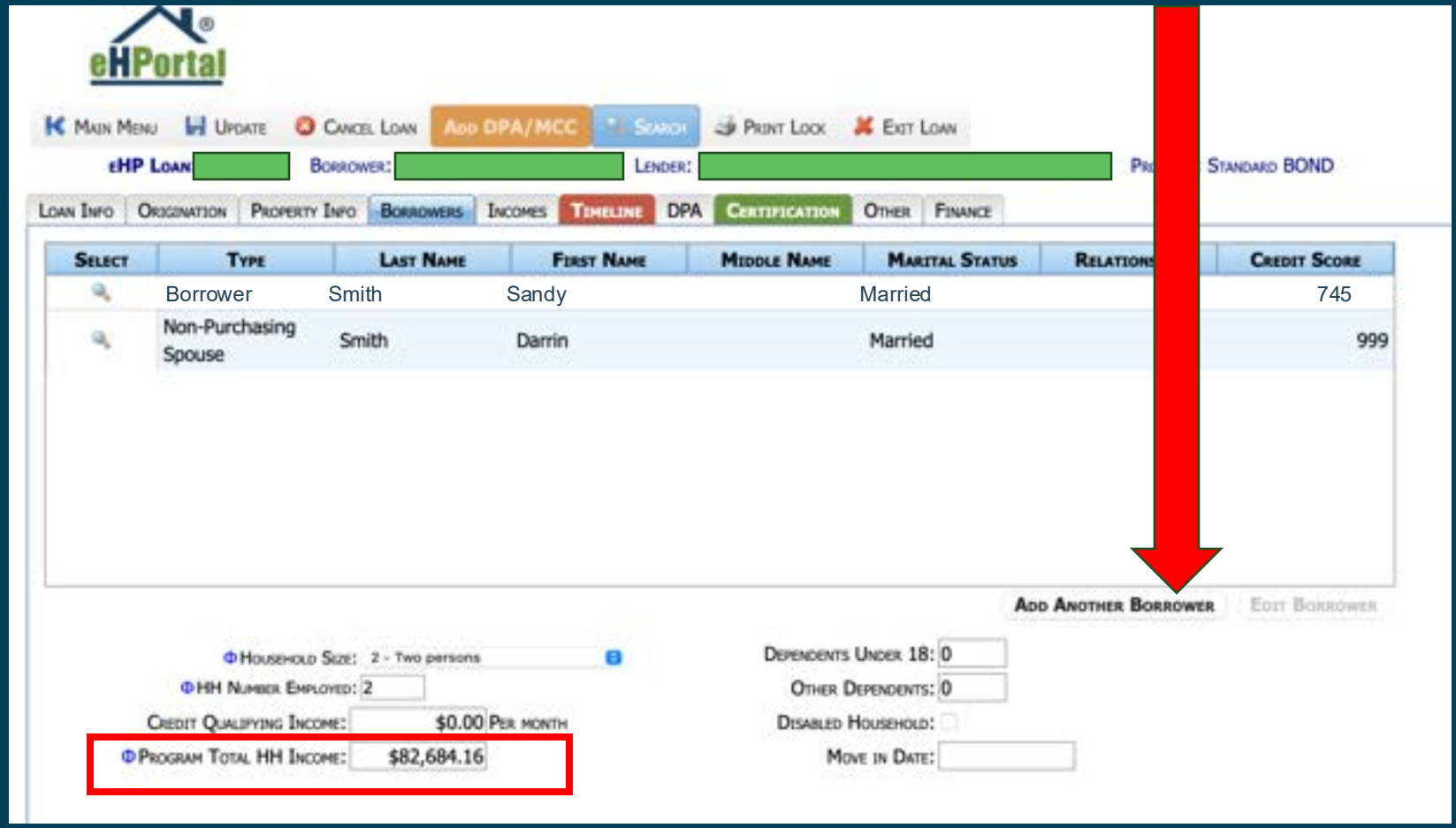
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1. Click OK
2. Click OK RETURN TO LOAN



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Income is updated.
To add another borrower click on ADD ANOTHER BORROWER



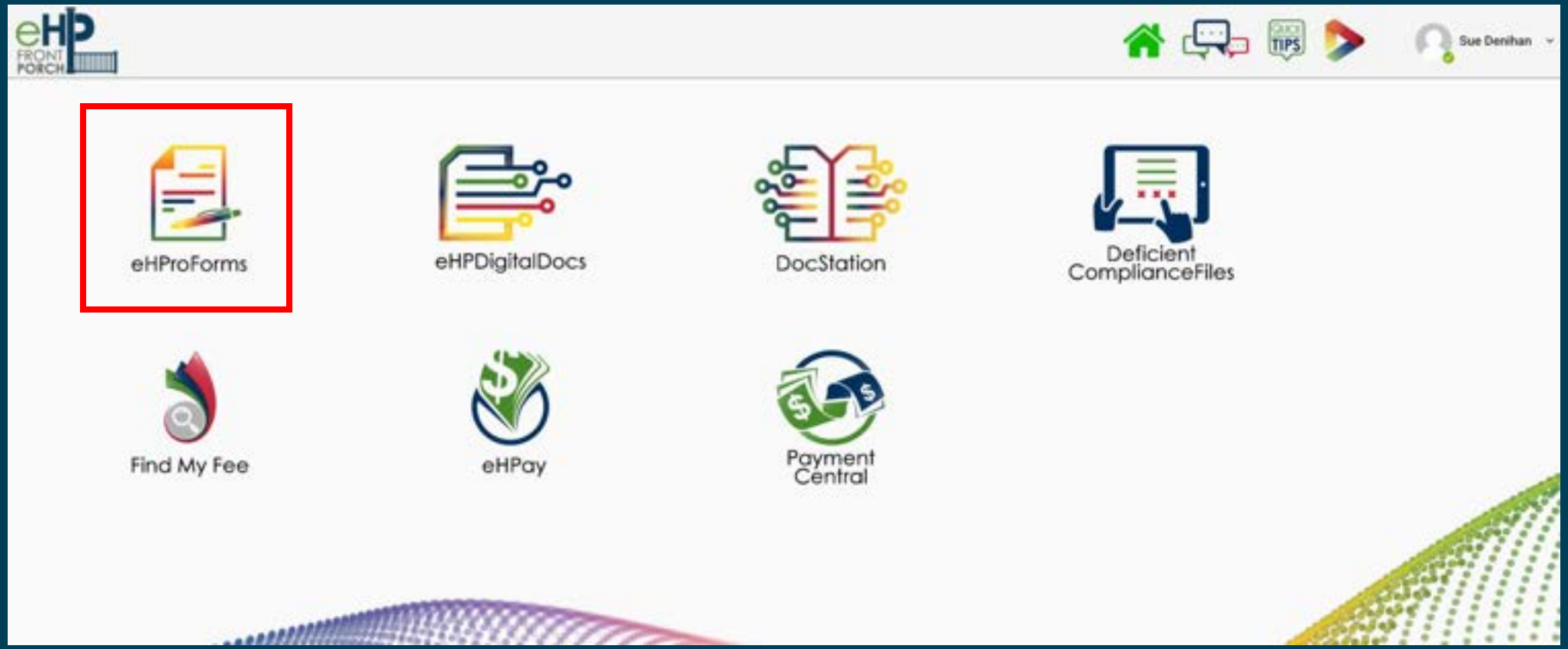
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Program Forms are printed from eHP FrontPorch. EVERYONE has access.



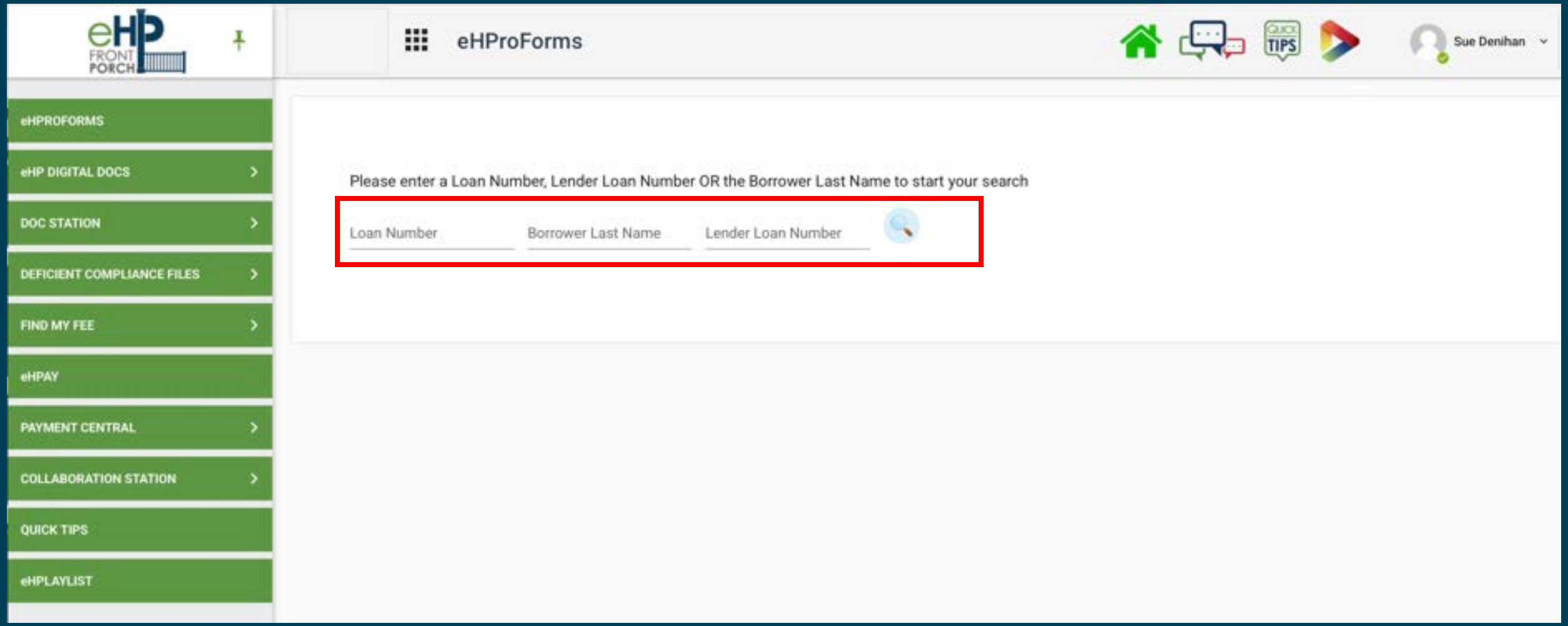
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To view forms click on eHProForms



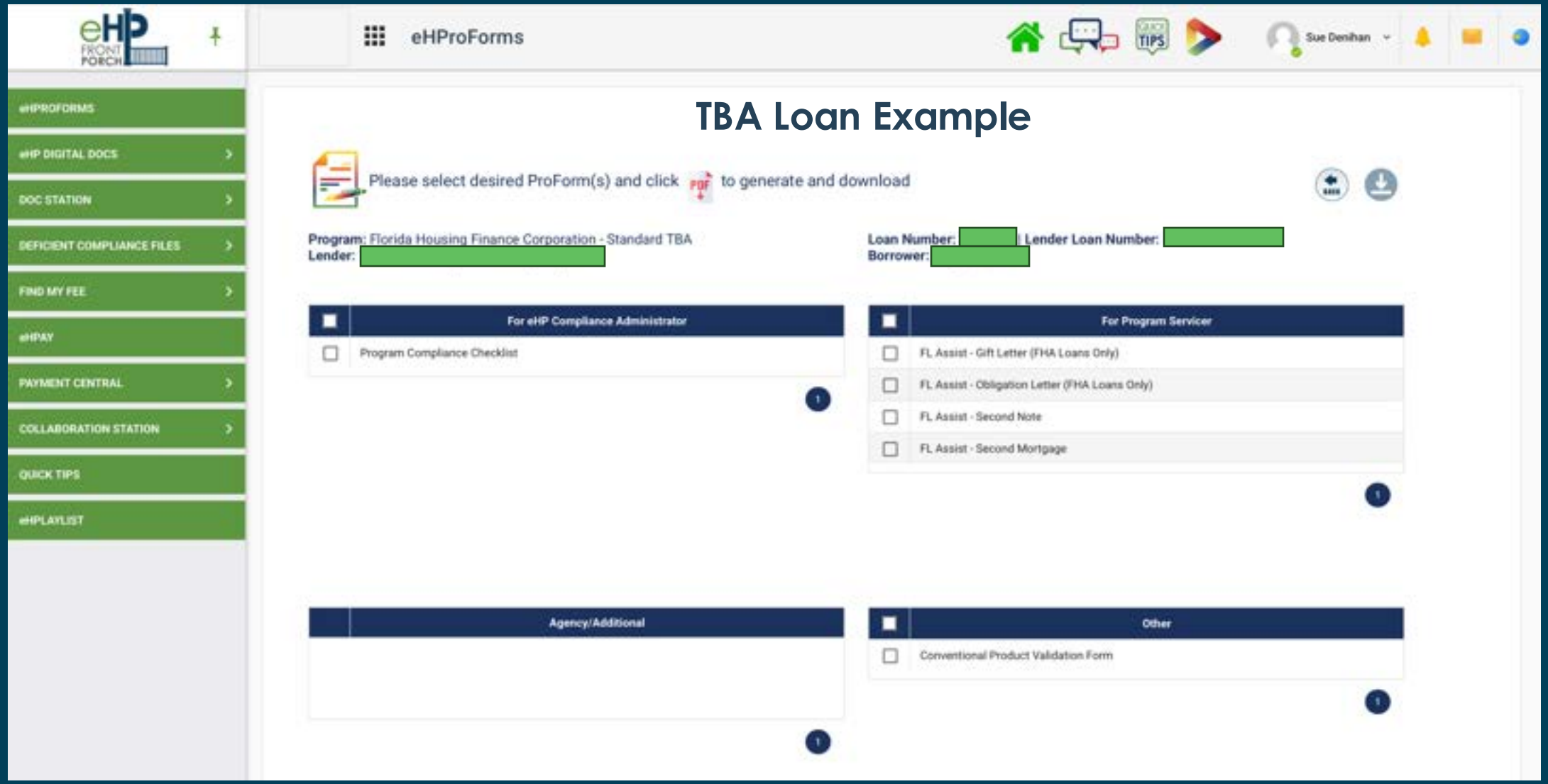
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Enter ONE of the three ways to search for a loan and click SEARCH button.

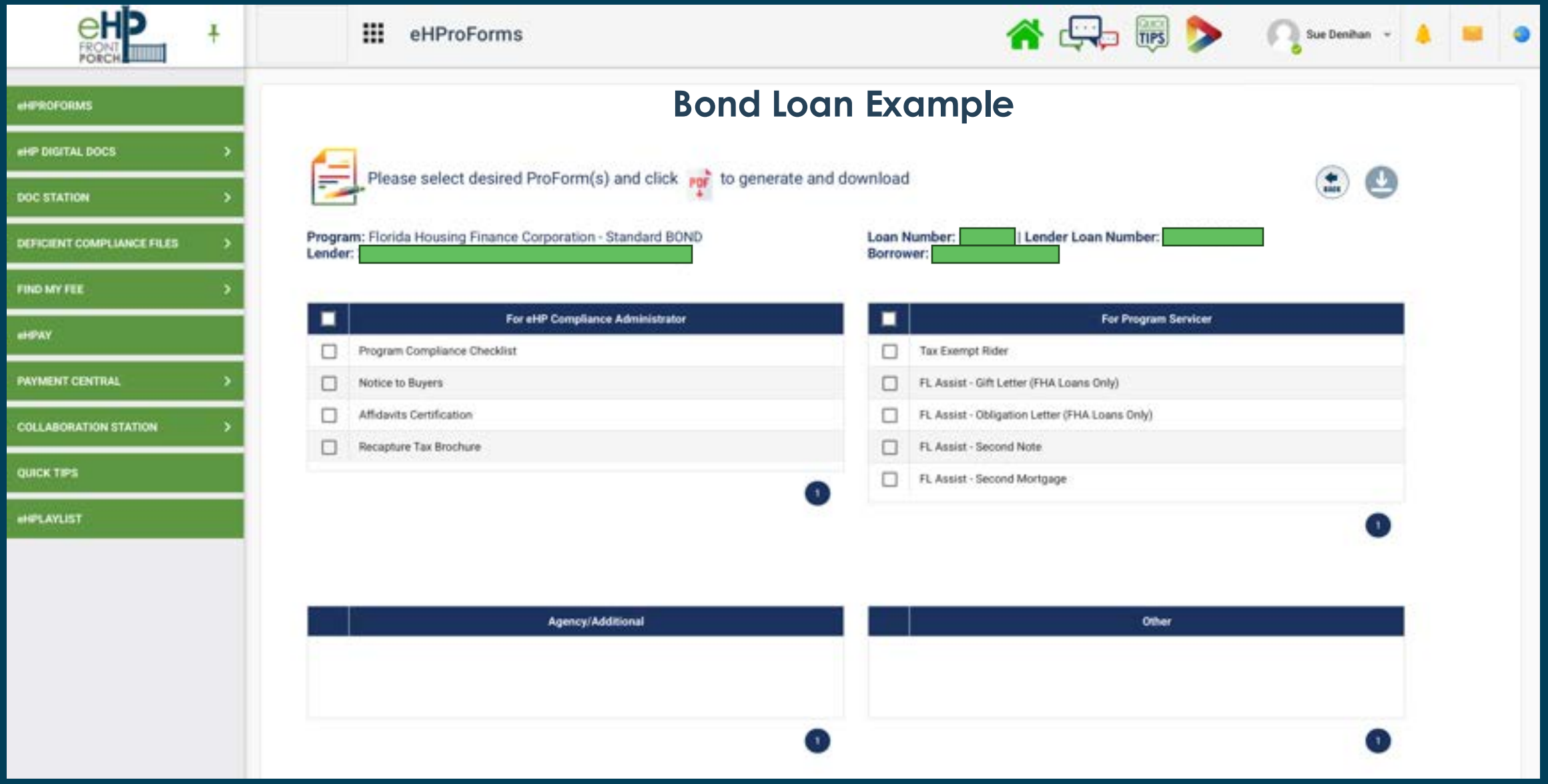


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BOND loans and TBA loans have different forms.
Example: TBA loans will not have a Tax Exempt Rider.

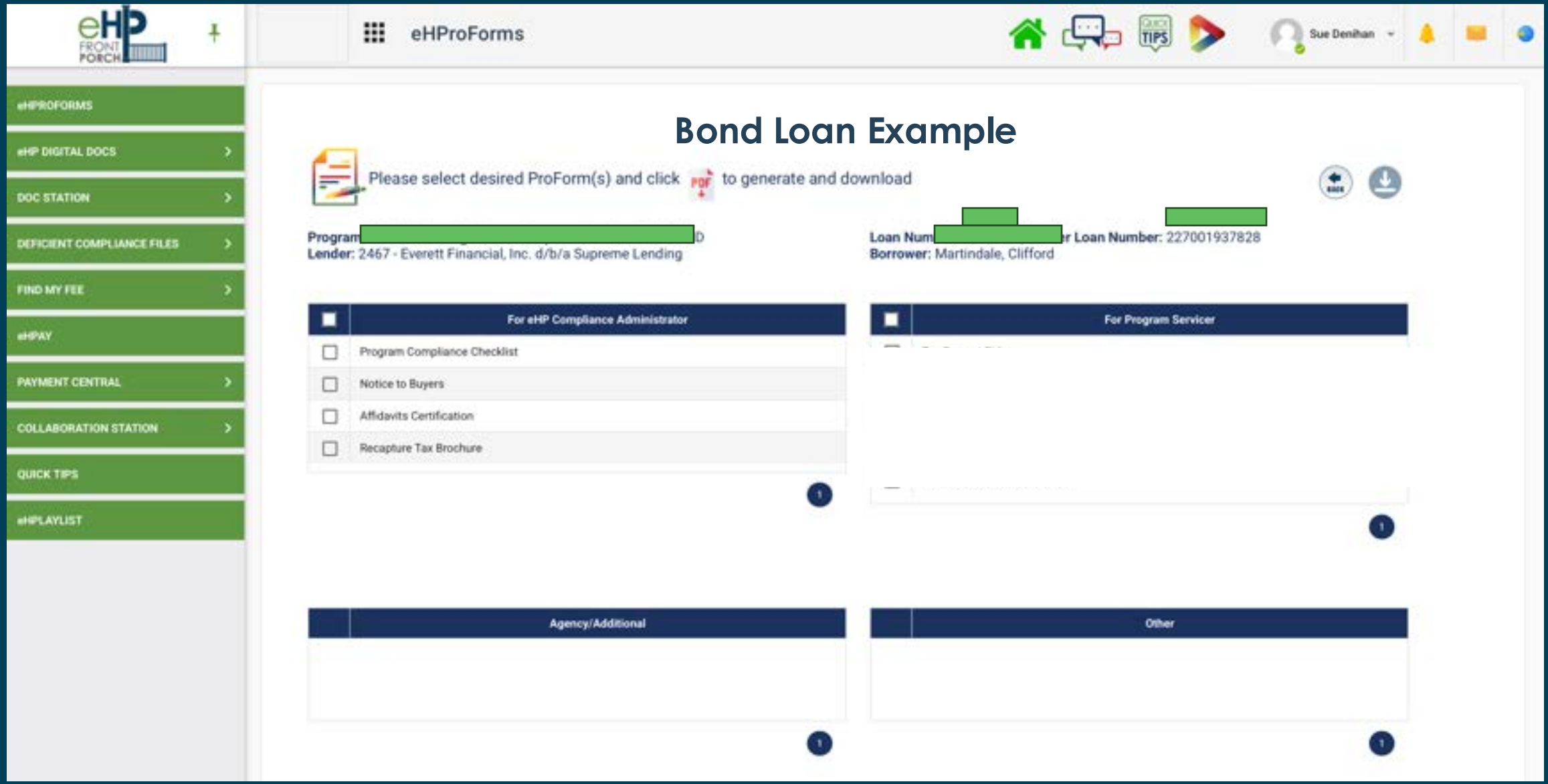


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What if the second mortgage documents are missing?
Someone forgot to reserve the second mortgage. eHP Compliance will need to remove UW Cert.
Add the FL Assist or FL HLP and then have Underwriter complete UW Cert again.



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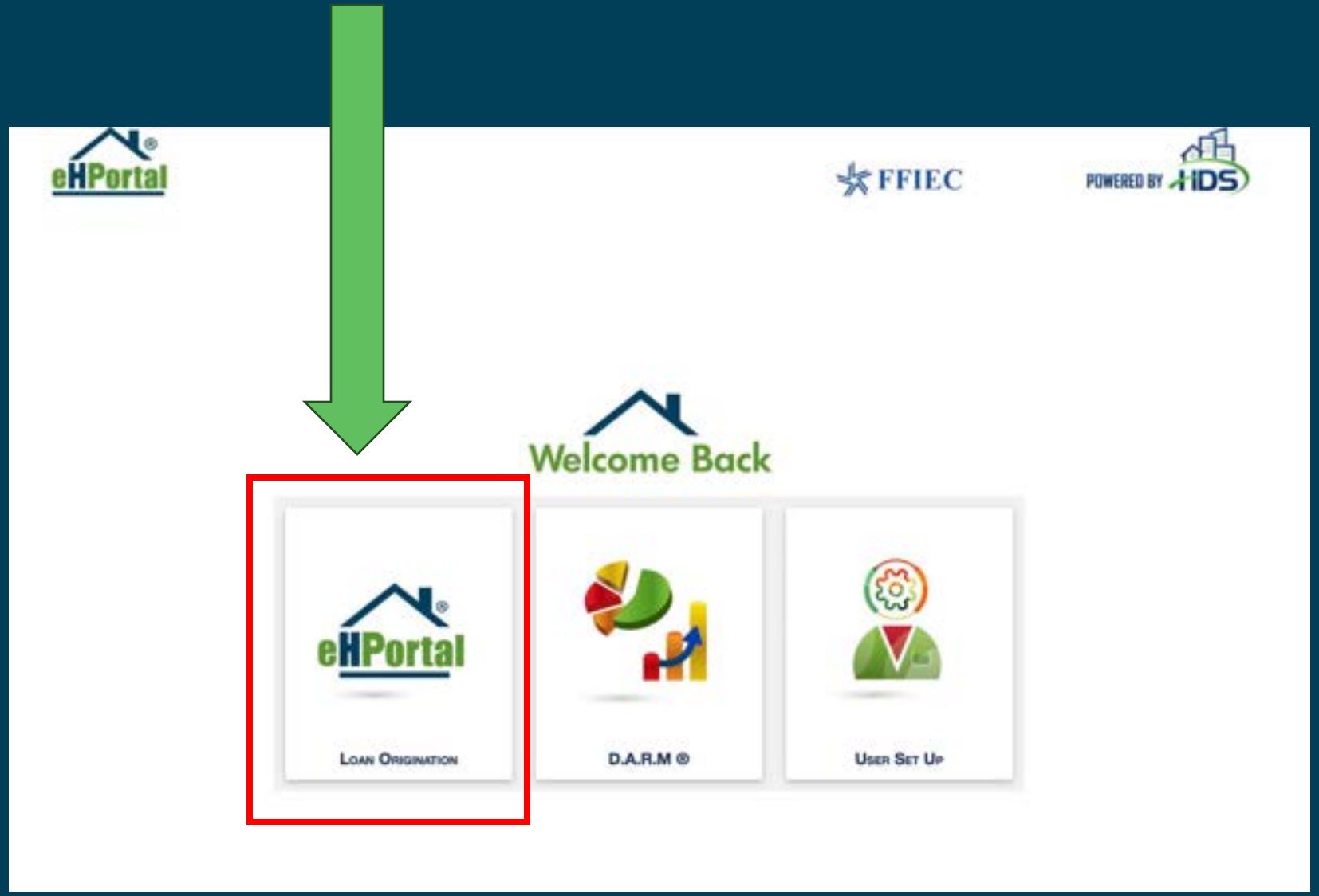
How do I change the closing date in the eHPortal?

Log in to the eHPortal
https://sfweb.ehousingplus.com/Default.aspx



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Choose Loan Origination



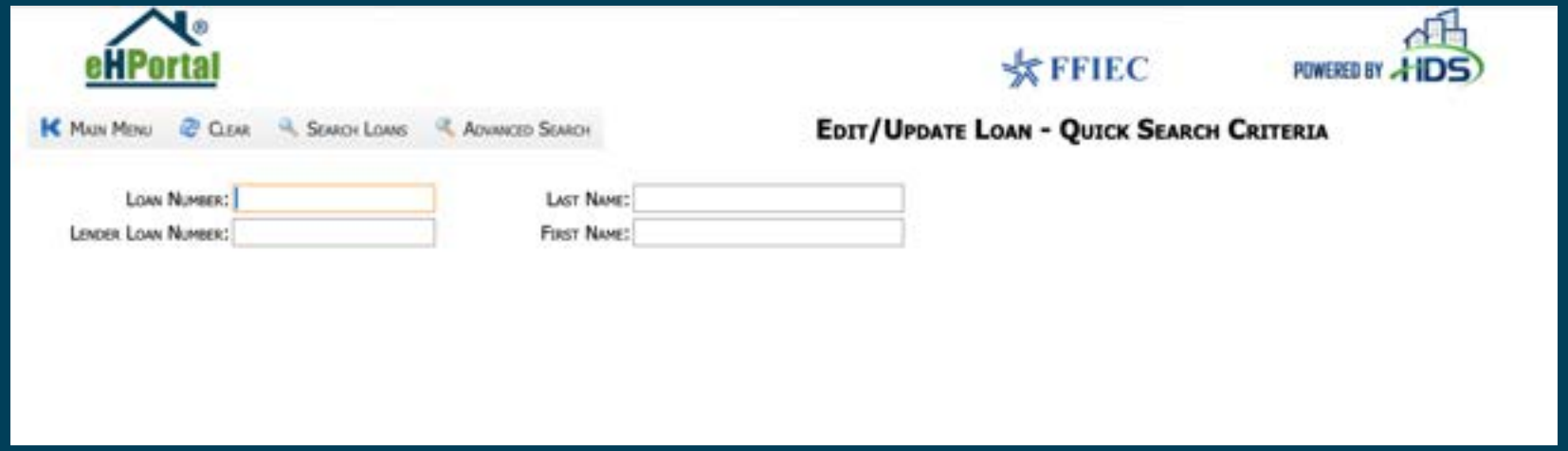
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Choose EDIT/UPDATE LOAN



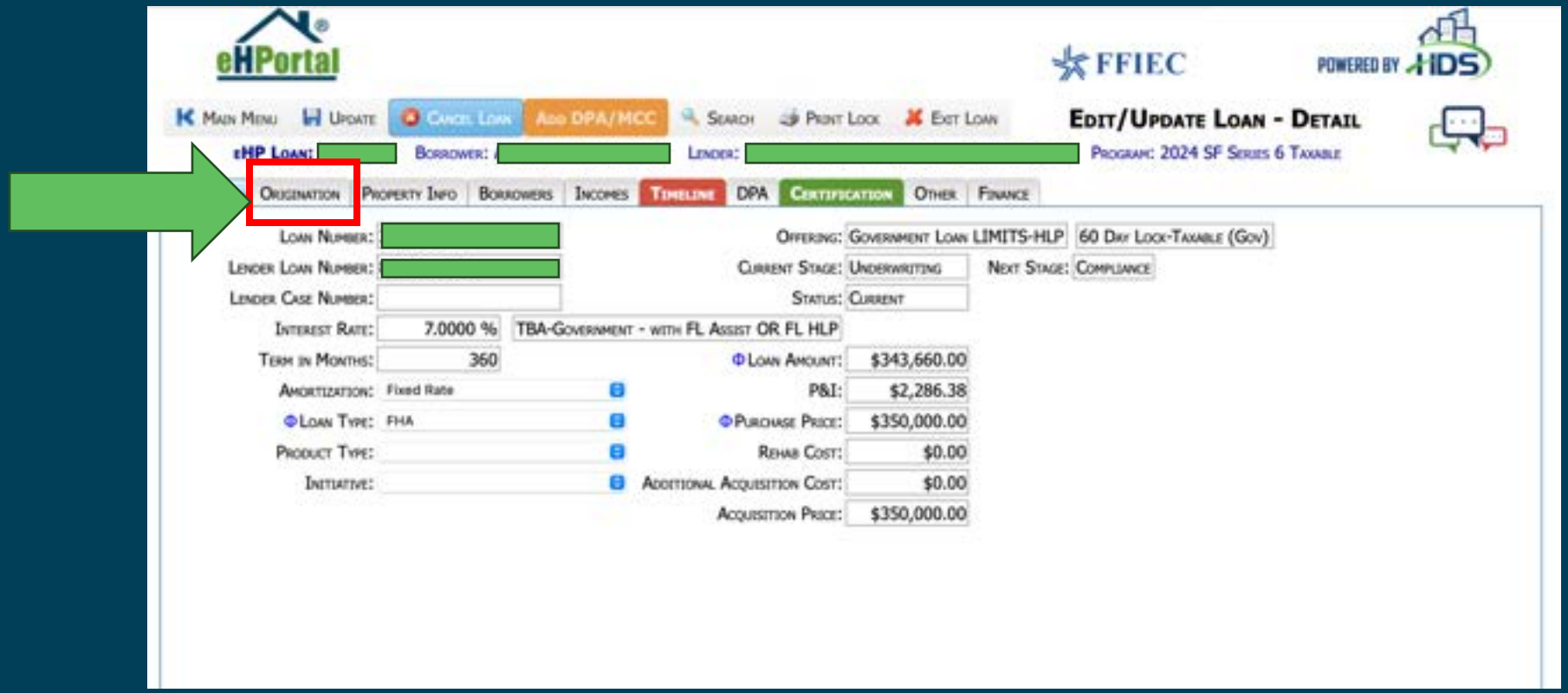
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Enter ONE of the four ways to search for a loan and click SEARCH LOANS.



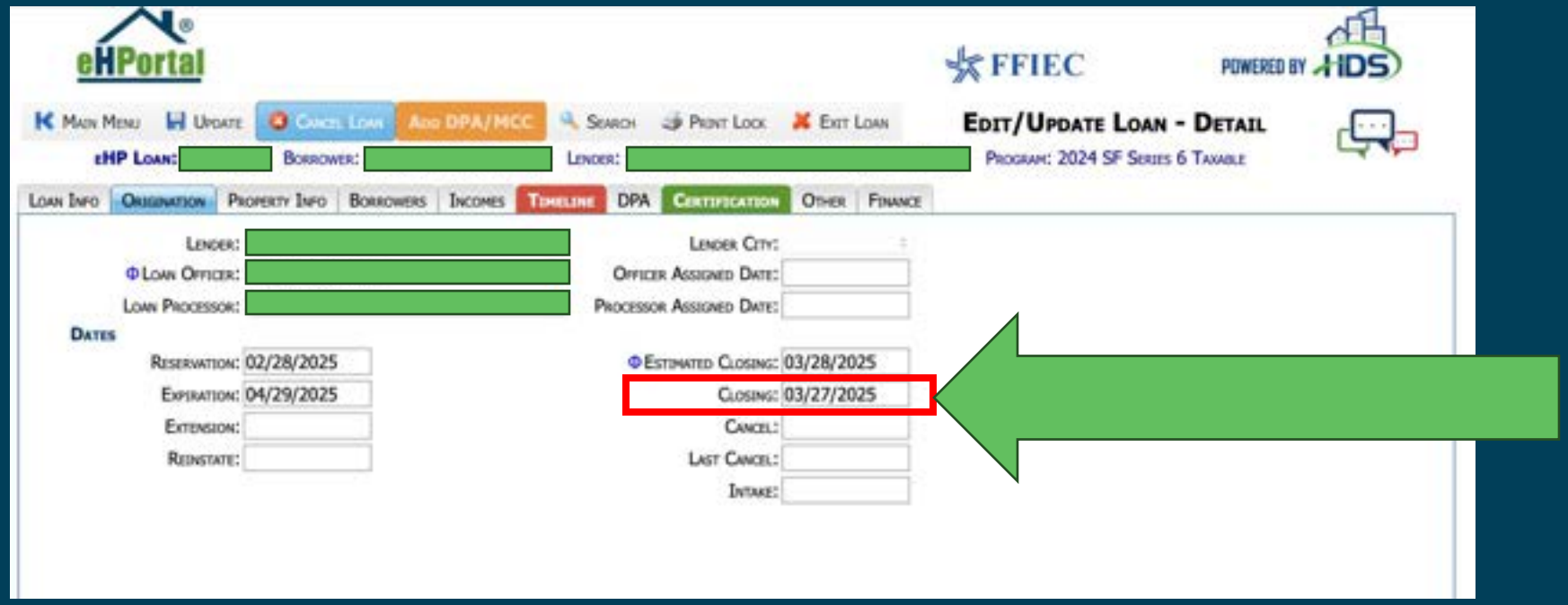
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Click on the ORIGINATION tab.



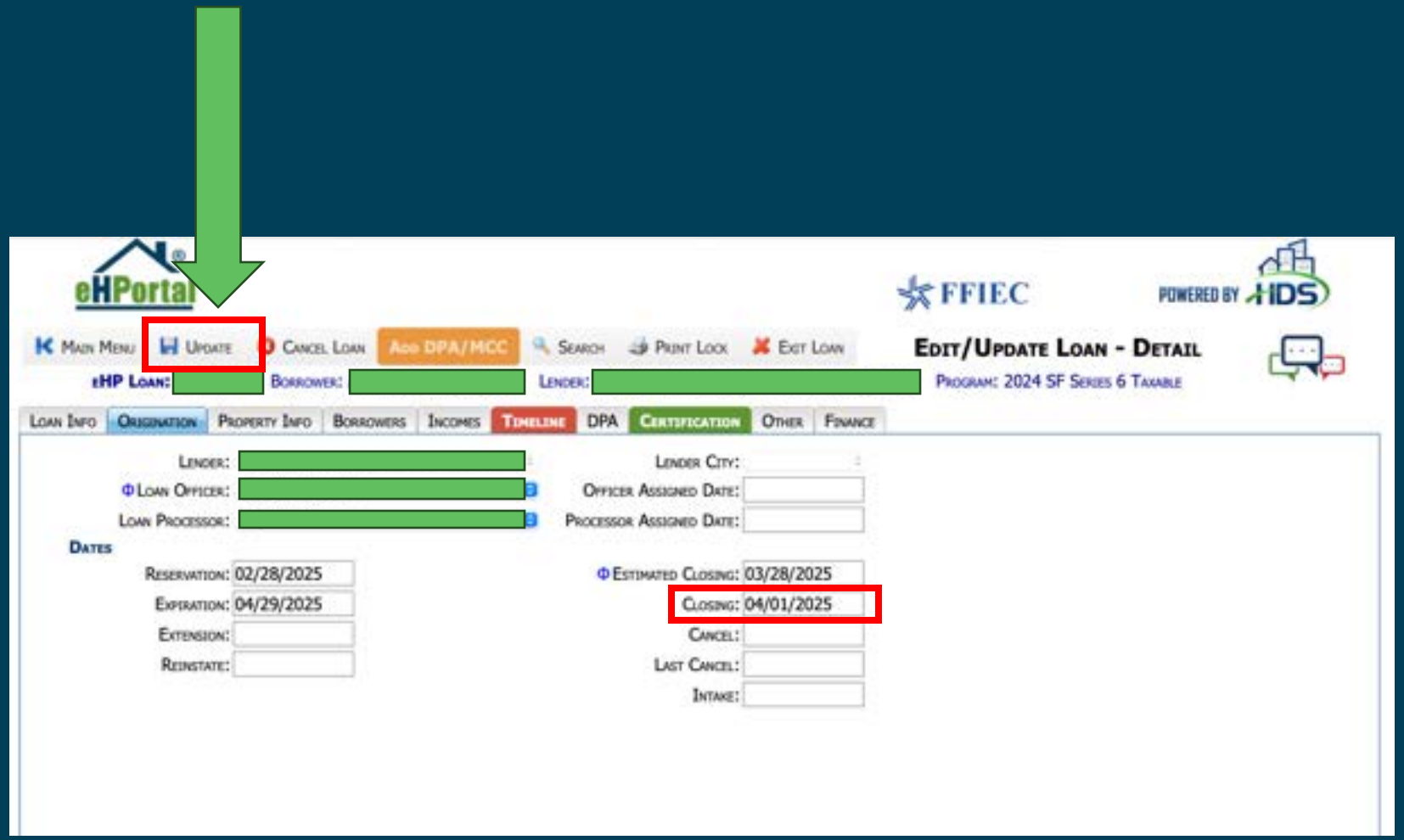
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Locate the CLOSING DATE field and change the closing date.



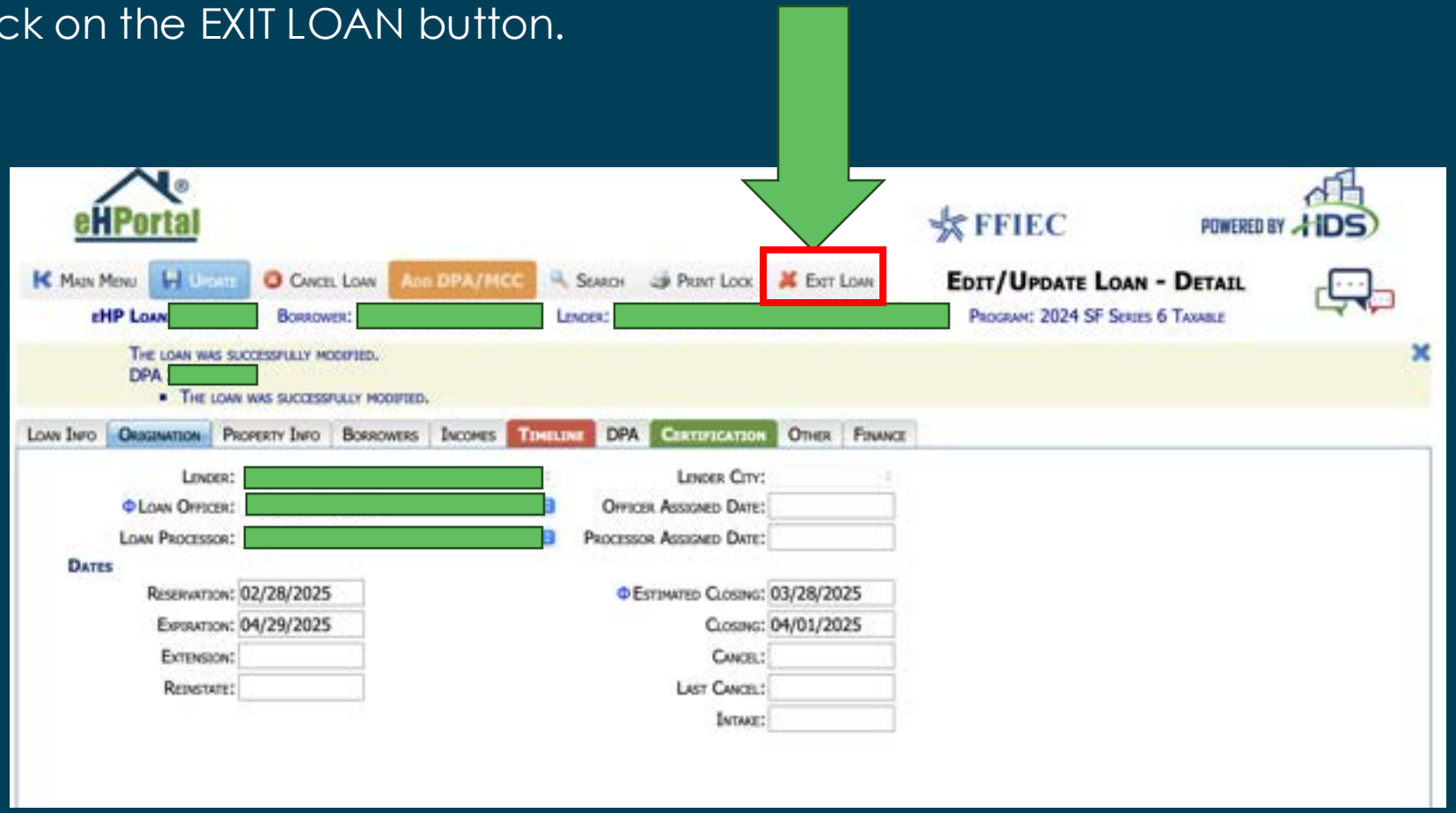
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When the closing date has bee updated, click on UPDATE.



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Modification success notification will appear.
Click on the EXIT LOAN button.



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WHAT WE DO

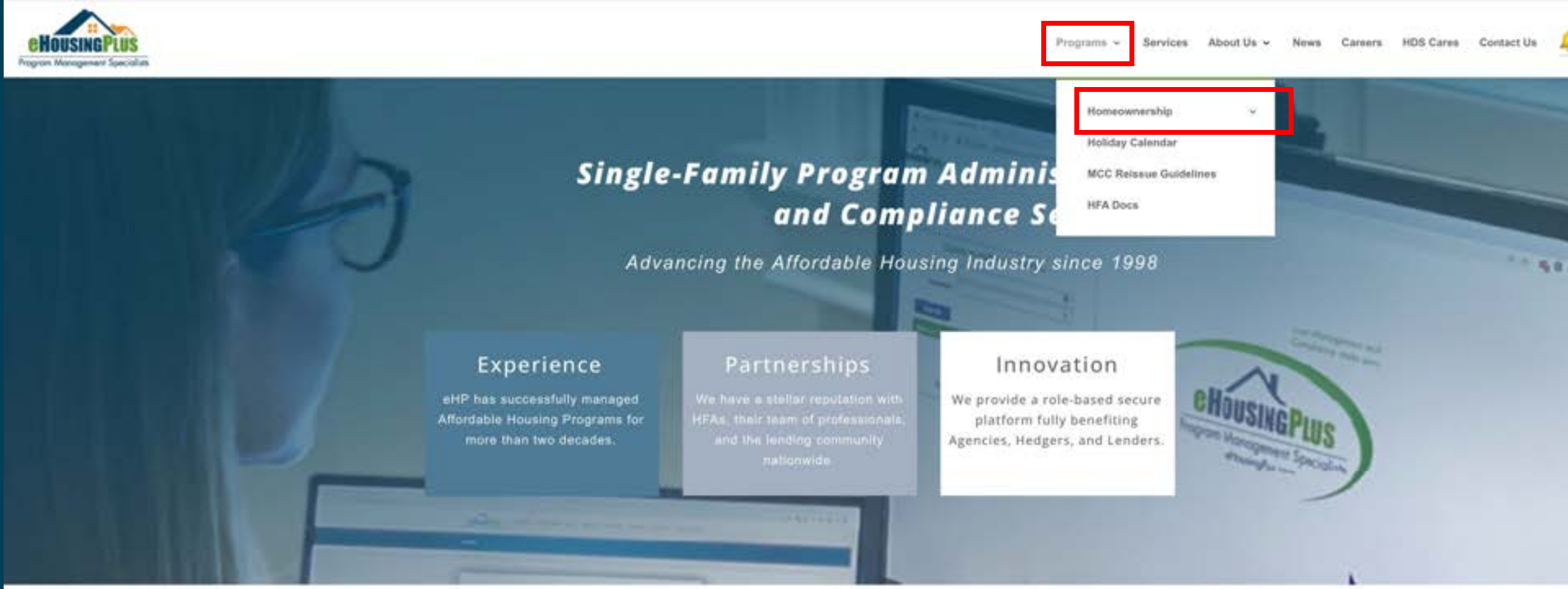
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HOUSING FINANCE AGENCIES

At eHousingPlus, the success of our HFA partners is our top priority. We specialize in Homeownership Initiatives and Compliant Programs that help build communities

PARTNERS

The team at eHousingPlus apply their expertise and work closely with Housing Finance Agencies throughout the U.S. to integrate best practices, innovation, and efficiencies –



WHAT WE DO

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HOUSING FINANCE AGENCIES

At eHousingPlus, the success of our HFA partners is our top priority. We specialize in Homeownership Initiatives and Compliant Programs that help build communities through ownership.

PARTNERS

The team at eHousingPlus apply their expertise and work closely with Housing Finance Agencies throughout the U.S. to integrate best practices, innovation, and efficiencies –delivering viable and collaborative platforms for our Business Partners that help create long-term value for entire communities.

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eHousingPlus
Program Management Specialists

Programs | Services | About Us | News | Careers | HDS Cares

Homeownership Programs

Click State to Select a Program



Lender Toolkit

eHP ONBOARDING

eHousingPlus UNIVERSITY

Lunch and Learn

FFIEC Look-up

Reinstate
Clear Flags
Change
Request

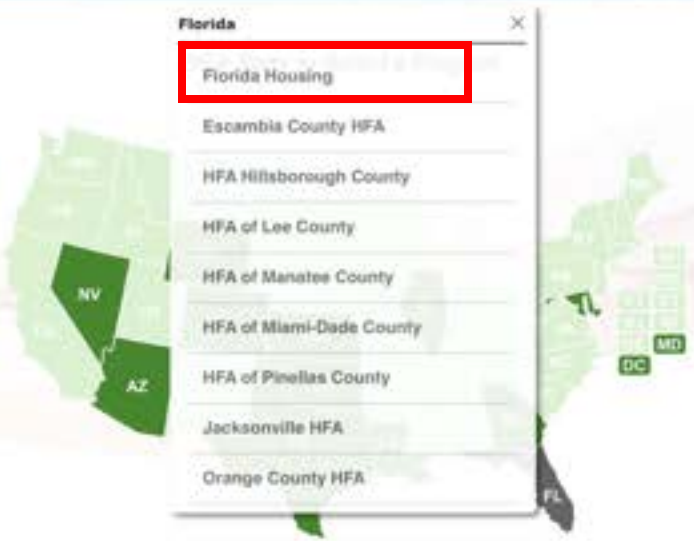
eHPay

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eHousingPlus
Program Management Specialists

Programs | Services | About Us | News | Careers | HDS Cares

Homeownership Programs



Lender Toolkit



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To Reserve/Rate Lock Funds, Complete an underwriter Certification and view the Program Pipeline, click on the eHPortal



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To print program forms, upload the compliance file, make eHP fee via eHPay, send message via Collaboration Station, click on eHP FrontPorch



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To view the Program guidelines, hover over Program Administration Guidelines.



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As a reminder, each guideline is different, make sure you are viewing the correct guideline for the program the loan is being originated.

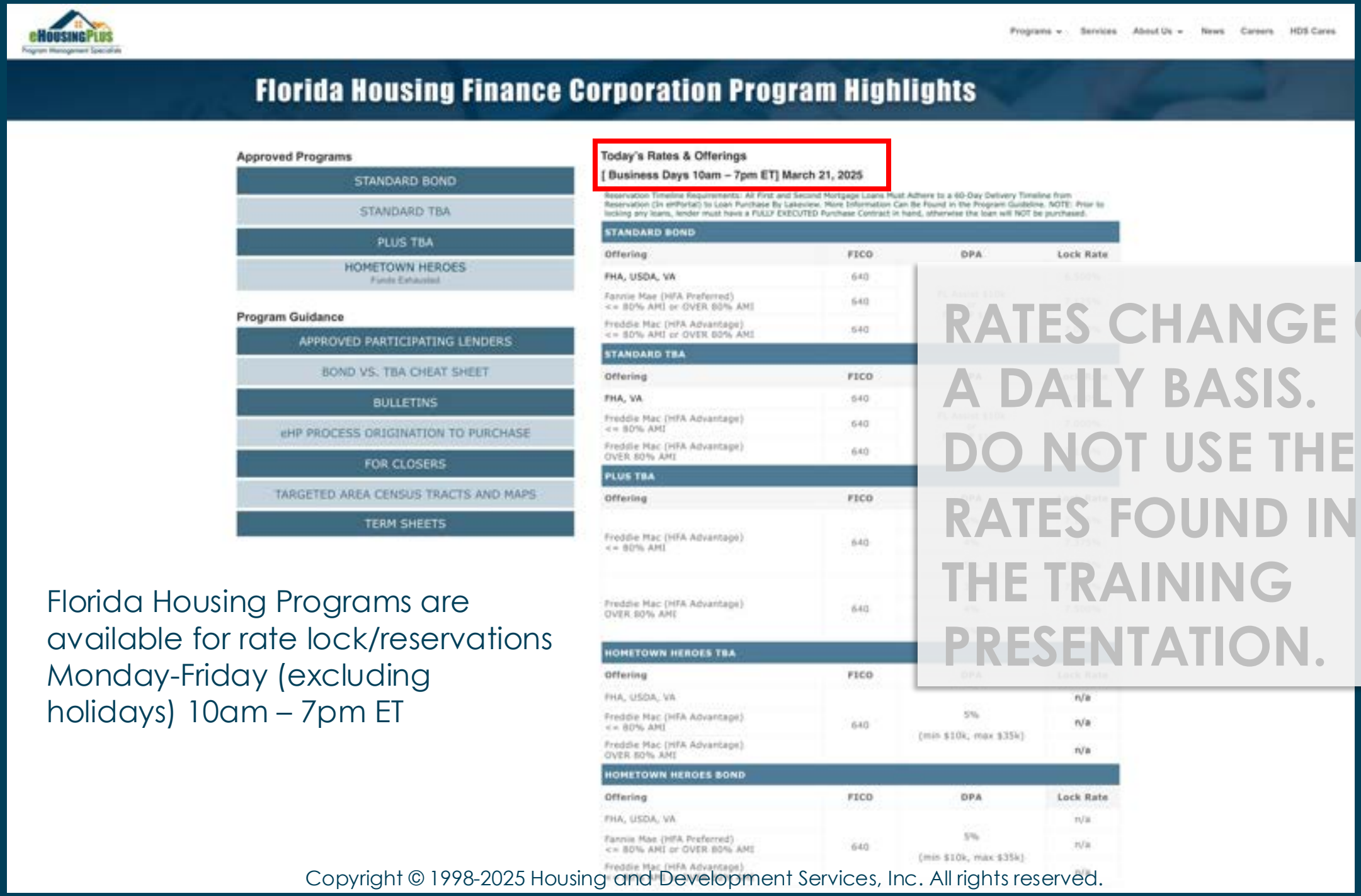


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To view the Program Rates/Offerings click on View Program Highlights



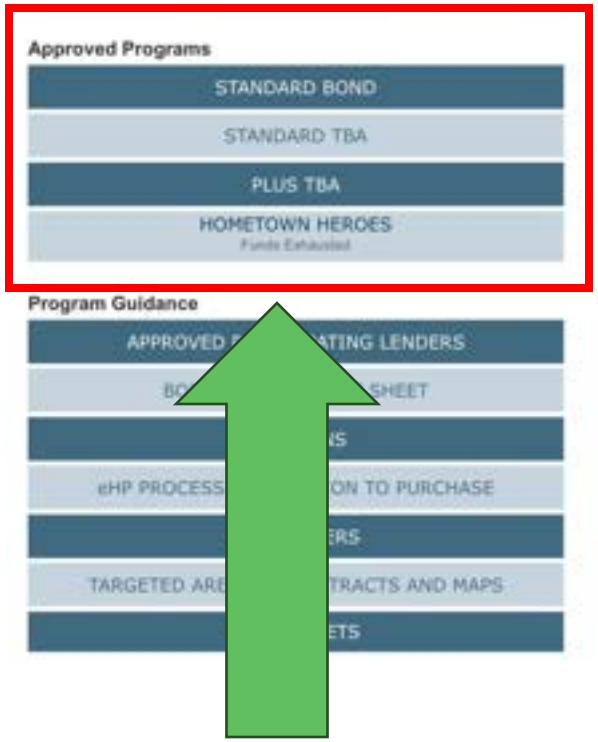
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Florida Housing Programs are available for rate lock/reservations Monday-Friday (excluding holidays) 10am – 7pm ET

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Florida Housing Finance Corporation Program Highlights



Second location to view Program guidelines.

Today's Rates & Offerings

[Business Days 10am – 7pm ET] March 21, 2025

Reservation Timeline Requirements: All First and Second Mortgage Loans Must Adhere to a 60-Day Delivery Timeline from Reservation (in ePortal) to Loan Purchase By Lakeview. More Information Can Be Found in the Program Guideline. NOTE: Prior to locking any loans, lender must have a FULLY EXECUTED Purchase Contract in hand, otherwise the loan will NOT be purchased.

STANDARD BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA	640		
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI	640		
Freddie Mac (HFA Advantage) <= 80% AMI or OVER 80% AMI	640		

STANDARD TBA

Offering	FICO	DPA	Lock Rate
FHA, VA	640		
Freddie Mac (HFA Advantage) <= 80% AMI	640		
Freddie Mac (HFA Advantage) OVER 80% AMI	640		

PLUS TBA

Offering	FICO	DPA	Lock Rate
Freddie Mac (HFA Advantage) <= 80% AMI	640		
Freddie Mac (HFA Advantage) OVER 80% AMI	640		

HOMETOWN HEROES TBA

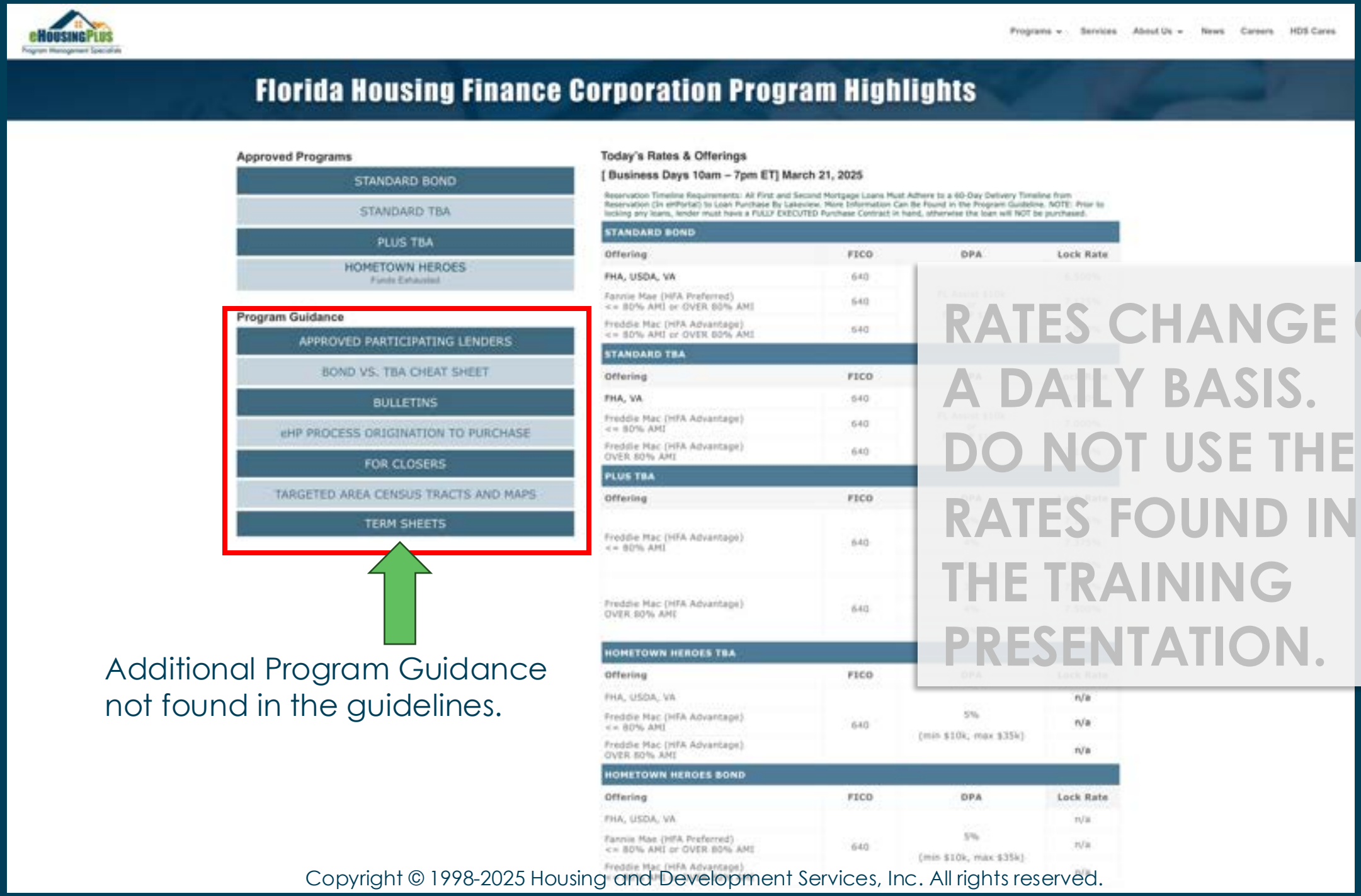
Offering	FICO	DPA	Lock Rate
FHA, USDA, VA			n/a
Freddie Mac (HFA Advantage) <= 80% AMI	640	5% (min $10k, max $35k)	n/a
Freddie Mac (HFA Advantage) OVER 80% AMI			n/a

HOMETOWN HEROES BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA			n/a
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI	640	5% (min $10k, max $35k)	n/a
Freddie Mac (HFA Advantage)			

RATES CHANGE ON A DAILY BASIS. DO NOT USE THE RATES FOUND IN THE TRAINING PRESENTATION.

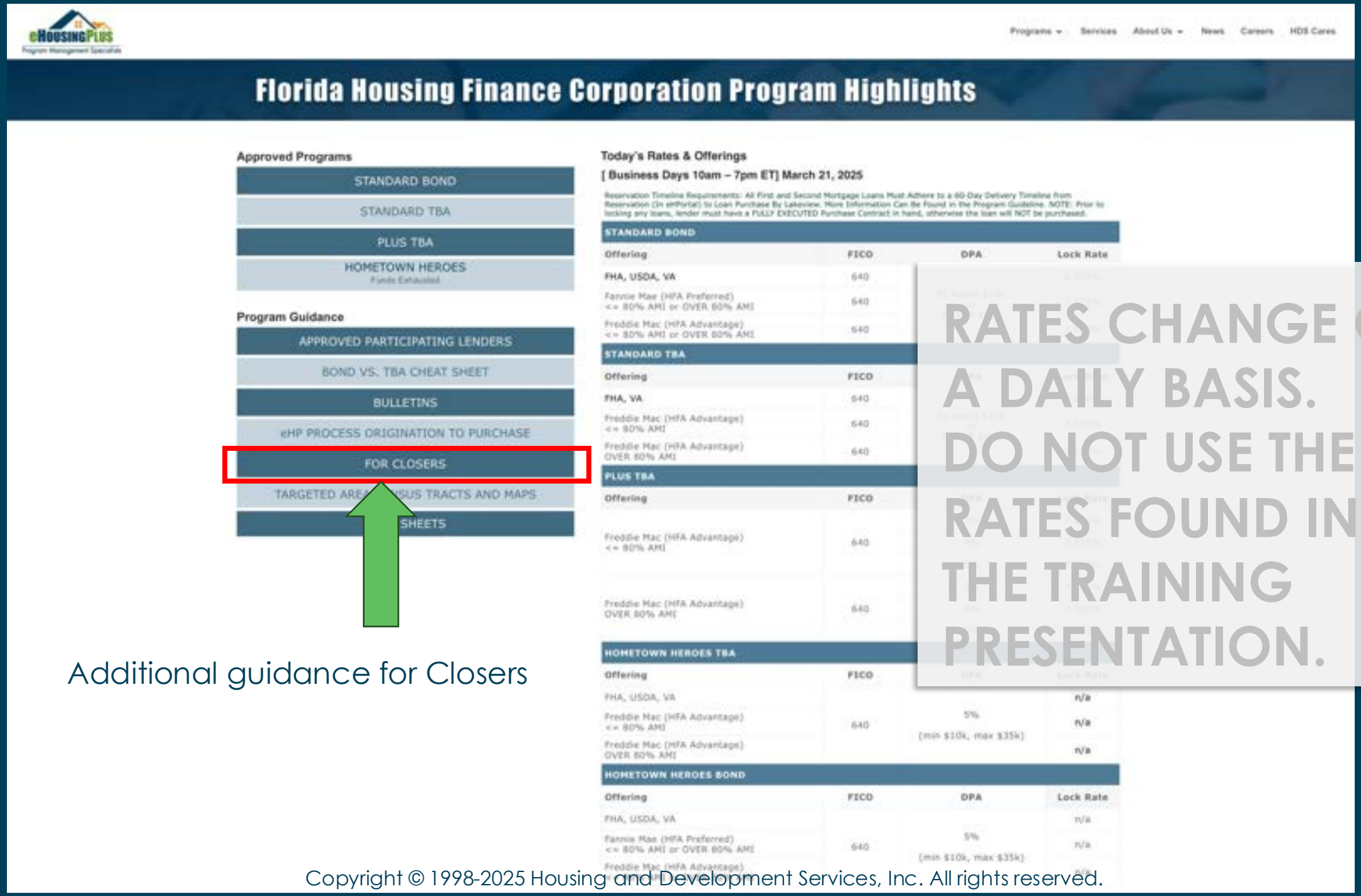
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RATES CHANGE ON A DAILY BASIS. DO NOT USE THE RATES FOUND IN THE TRAINING PRESENTATION.

Additional Program Guidance not found in the guidelines.

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RATES CHANGE ON A DAILY BASIS. DO NOT USE THE RATES FOUND IN THE TRAINING PRESENTATION.

Additional guidance for Closers

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Florida Housing Finance Corporation Program Highlights

Approved Programs

- STANDARD BOND
- STANDARD TBA
- PLUS TBA
- HOMETOWN HEROES
  Funds Exhausted

Program Guidance

- APPROVED PARTICIPATING LENDERS
- BOND VS. TBA CHEAT SHEET
- BULLETINS
- eHP PROCESS ORIGINATION TO PURCHASE

Bond Programs	Closing Cheat Sheet
Bond Program	Official Sample Closing Packet
TBA Programs	Closing Cheat Sheet
TBA Program	Official Sample Closing Packet

Today's Rates & Offerings

[Business Days 10am – 7pm ET] April 23, 2025

Reservation Timeline Requirements: All First and Second Mortgage Loans Must Adhere to a 60-Day Delivery Timeline from Reservation (In eHPortal) to Loan Purchase By Lakeview. More Information Can Be Found in the Program Guideline. NOTE: Prior to locking any loans, lender must have a FULLY EXECUTED Purchase Contract in hand, otherwise the loan will NOT be purchased.

STANDARD BOND

Offering	FICO	DPA	Lock Rate
FHA, USDA, VA			
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI			
Freddie Mac (HFA Advantage) <= 80% AMI or OVER 80% AMI			

STANDARD TBA

Offering	FICO	DPA	Lock Rate
FHA, VA			
Freddie Mac (HFA Advantage) <= 80% AMI			
Freddie Mac (HFA Advantage) OVER 80% AMI			

PLUS TBA

Offering	FICO	DPA	Lock Rate
Freddie Mac (HFA Advantage) <= 80% AMI			
Freddie Mac (HFA Advantage) OVER 80% AMI		5%	8.000%

RATES CHANGE ON A DAILY BASIS. DO NOT USE THE RATES FOUND IN THE TRAINING PRESENTATION.

BOND PROGRAM LOAN CLOSING CHEAT SHEET

Special Instructions to Closers	• Please instruct title companies that these closing documents should NOT be returned to Florida Housing. All Florida Housing closing and collateral documents should be returned to the originating Lender upon execution and recording. Many of these documents reflect Florida Housing as the mortgagee and title companies often return these documents to Florida Housing's corporate office which can result in loan purchase delays and additional late delivery fees to Lenders. • Confirm the Second mortgage docs reflect the correct Second mortgage option in your loan operating system (LOS). If not, contact eHousing to update **THEN** repull corrected documents. • Confirm the total loan amount on the First mortgage note equals the same total loan amount in the Reservation system. If not, contact eHousing to correct. • Be sure there's no cash back to borrower, not even from their EMD. See Lender Guide for Cash Back policy. • Determine which documents need to be executed by each party.
Doc Stamp & Intangible Tax	• First AND Second notes and mortgages are exempt. • Deeds are not exempt and can be paid by borrower or seller. • The below must reflect on all FL Housing First mortgage AND notes, which are provided and generated by Participating Lenders. ***"This note and the mortgage securing this note arise out of or are given to secure the repayment of a loan issued in connection with the financing of housing and are exempt from documentary stamp tax and intangible tax pursuant to section 420.513 (1), F.S."***
Power of Attorney (POA) applies to First and Second Mortgages	• Permitted but must satisfy Agency (FHA, USDA-RD, VA, FNMA, and FHLMC) requirements. • Active-duty military personnel may provide an "Alive and Well" letter. • Lenders should contact their title company/closing agents for information regarding POA requirements in the State of FL.
Tax Exempt Rider	Must be recorded behind the first Mortgage.
FIRST MORTGAGE PROGRAM FEES	
Tax Service Fee	• $85 payable to "Investor or Master Servicer", not "Lakeview".
Compliance Fee	• $275 payable to eHousingPlus at the time the compliance file is uploaded to eHP FrontPorch.
Funding Fee	• $400 payable to "Investor or Master Servicer", not "Lakeview".
Lender Fees	• Not to exceed $1,750. This includes Lender's application fee, processing fee, admin or similar origination fees.
Realtor Commission and Fees **Broker Fees**	• **Realtor Commission** is not permitted to be paid with FL Housing's DPA. The buyer may pay using their own funds. FL Housing funds are restricted to down payment and STANDARD closing costs. Realtor commission is not a standard buyer cost in the State of FL currently. • **Realtor Fees** may be paid by the borrower but cannot exceed $500. This includes but not limited to, transaction fees, processing or admin fees. • **Broker Fees** are not permitted. Participating Lenders are not permitted to charge any fees to borrower(s) or sellers that would be paid to their TPO. Any Broker Fees or costs would need to be paid for or determined by the Participating Lender.
FIRST MORTGAGE PROGRAM DOCUMENTS	
Required Program Docs	• Notice to Buyer (To be signed at closing if not prior to closing). • Recapture Tax Brochure • (Informational) Collected

BOND LOAN CLOSING CHEAT SHEET

FIRST MORTGAGE PROGRAM DOCUMENTS		
Required Program Docs	• Notice to Buyer (To be signed at closing if not collected at application) • Recapture Tax Brochure (Informational • Mortgagor Affidavit • Seller Affidavit • Tax Exempt Rider **Available through eHP FrontPorch.**	
SECOND MORTGAGE PROGRAM DOCUMENT AND FEES		
Second Mortgage Program	**Florida Assist Second Mortgage (FL Assist)**	**Florida Homeownership Loan Program Second Mortgage (FL HLP)**
Amount of Assistance	• $10,000	• $10,000
Rate	• 0%, non-amortizing	• 3%, fully-amortizing
Term	• 30-year deferred	• 15-years-180 months, carries a monthly payment
Disclosure Requirements	LE/CD is required. Lenders should be providing these disclosures from their own Loan Origination System (LOS). FL Housing and eHousingPlus do NOT provide TRID forms.	
Title Insurance	• Strictly prohibited on FL Housing's Second Mortgages.	
Second Mortgage Mortgagee Clause	• **Florida Housing Finance Corporation** **ISAOA/ATIMA** **227 N. Bronough St., Suite 5000** **Tallahassee, FL 32301** • Mortgagee Clause is required for all seconds for HOI as FL Housing would serve as a subordinate lien holder and is required to endorse any applicable claim checks paid to borrower(s). • Mortgagee Clause is NOT required for title policy. However, it *may* be included in title policy as a subordinate lien holder.	
Second Mortgage Fees	• Recording charges only	
DOWN PAYMENT PROGRAM DOCUMENTS		
Required Program Documents	• FL Assist Mortgage • FL Assist Note • FHA Gift and Obligation Letter (FHA Only)	• FL HLP Mortgage • FL HLP Note • FHA Gift and Obligation Letter (FHA Only)

Florida Housing Finance Corporation Program Highlights

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- STANDARD TBA
- PLUS TBA
- HOMETOWN HEROES
  Funds Exhausted

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- BULLETINS
- eHP PROCESS ORIGINATION TO PURCHASE

Bond Programs	Closing Cheat Sheet
Bond Program	Official Sample Closing Packet
TBA Programs	Closing Cheat Sheet
TBA Program	Official Sample Closing Packet

Today's Rates & Offerings

[Business Days 10am – 7pm ET] April 23, 2025

Reservation Timeline Requirements: All First and Second Mortgage Loans Must Adhere to a 60-Day Delivery Timeline from Reservation (In eHPortal) to Loan Purchase By Lakeview. More Information Can Be Found in the Program Guideline. NOTE: Prior to locking any loans, lender must have a FULLY EXECUTED Purchase Contract in hand, otherwise the loan will NOT be purchased.

STANDARD BOND

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FHA, USDA, VA			
Fannie Mae (HFA Preferred) <= 80% AMI or OVER 80% AMI			
Freddie Mac (HFA Advantage) <= 80% AMI or OVER 80% AMI			

STANDARD TBA

Offering	FICO	DPA	Lock Rate
FHA, VA			
Freddie Mac (HFA Advantage) <= 80% AMI			
Freddie Mac (HFA Advantage) OVER 80% AMI			

PLUS TBA

Offering	FICO	DPA	Lock Rate
Freddie Mac (HFA Advantage) <= 80% AMI			
Freddie Mac (HFA Advantage) OVER 80% AMI		5%	8.000%

RATES CHANGE ON A DAILY BASIS. DO NOT USE THE RATES FOUND IN THE TRAINING PRESENTATION.

we make housing affordable™

Florida Housing
Finance Corporation

BOND First Mortgage Program

Sample Closing Package
with **FL Assist, FL Homeownership Loan Program (HLP)**
and **Hometown Heroes BOND** Second Mortgage Documents

Sections highlighted in blue are meant to be completed if applicable.

Sections highlighted in yellow are intended to be completed manually. Electronic signatures are acceptable, with the exception of the mortgage and promissory notes. Remote Online Notarizations (RONs) are not permitted by Lakeview. Co-Signors cannot sign Mortgage or appear on Deed (unless an NPS). First and Second notes and mortgages are exempt from Documentary Stamp & Intangible tax.

Sections highlighted in orange are auto-populated by the eHousing's Front Porch when the documents are printed. Lenders are responsible for entering this information into the system. If the information is incorrect or inconsistent, it must be updated in the eHP reservation system.

Verbiage highlighted in green is intended to draw your attention to information regarding a Non-Purchasing Spouse.

Notice: The documents in this sample closing package may not appear exactly as those generated directly from the system, as edits have been made within the sample for reference purposes. However, please be advised that all documents printed directly from the system are accurate and reflect the final versions.

Florida Housing Finance Corporation
Homeowner Mortgage Revenue Bond Program

There are important legal consequences to this Affidavit. Read carefully before signing.
AFFIDAVITS/CERTIFICATION
MORTGAGOR AFFIDAVIT

STATE OF FLORIDA
COUNTY OF ABCCounty

Servicer Loan Number: 3333XXX

The undersigned, as part of my(our) application for a Florida Housing bond program loan, and, if applicable, a Florida Housing second mortgage, from a participating lender of my (our) choice for a single-family residence that will become my(our) permanent, primary residence, being first duly sworn state the following information to be true and correct:

HOUSEHOLD

Household Income includes the anticipated gross income from all sources of all persons in the household 18 years of age or older.

Applicant Name	Applicant Type	FICO	Income Type	Amount
John Sample Buyer	Borrower	780	Non-Federal Wage	$85,490.16
			Total Household Income=	$85,490.16

Total Persons in Household 5 Number of Income Recipients 1 Number of Minors 3

PROPERTY

1234 NE Sample Street, Sample City, FL 12345	Existing	Non Target
Address Being Purchased	Category	Area

The Total Acquisition Cost: $315,000.00

TOTAL ACQUISITION COST of the property includes all amounts paid previously or in the future, in cash or in kind by the Mortgagor(s) or any other person(s) to or for the benefit of the seller(s); points paid by the seller(s) excluding "usual and reasonable settlement and financing costs," additional amounts paid for fixtures under state law (i.e, light fixtures, window treatments, floor carpeting; capitalized value using discount rate established by the Issuer of ground rent, (leasehold estate); additional amounts to be paid if dwelling is incomplete or unfinished for which a written estimate of completion cost is attached; additional amounts for land purchased separately and not owned by the mortgagor(s) for at least two (2) years prior to the commencement of construction of the residence; and other amounts including any agreements, whether oral or written, property taxes in excess of the mortgagor(s) pro-rata share and settlement and financing costs in excess of the usual and reasonable costs, hook-up, tap-in, site improvements, architectural and builder fees, permits, subcontracted items, construction loan interest and commissions. Apart from any normal real estate agents' commissions, no money is being paid, no promissory note is being delivered, nor is anything else of value (including, without limitation, personal property) being exchanged for or transferred to the seller of the residence or any other persons by me, or to my knowledge, by any other person in connection with the residence except as itemized with the amount of their purchase price that does not exceed their fair market value and attached hereto and incorporated into this Affidavit.

AND THAT (a) the residence will be occupied as my (our) principal residence within a reasonable time not to exceed 60 days of loan closing, will not be used as investment property, vacation, or recreational home, or in conjunction with business activities (as evidenced by the use of more than fifteen percent [15%] of the total floor space in a trade or business) except for the rental of one to three of the units respectively in a two-to-four family residence; and I(we) will immediately notify the Servicer in writing if the residence ceases to be my(our) principal, permanent residence; (b) this is not a refinancing of an existing, previously occupied residence for which this

TAX EXEMPT FINANCING RIDER TO SECURITY INSTRUMENT

THIS TAX-EXEMPT FINANCING RIDER is made this _____ day of _____, _____, and is incorporated into and shall be deemed to amend and supplement the Mortgage or Security Deed ("Security Instrument") of the same date given by the undersigned ("Mortgagor") to secure Mortgagor's Note ("Note") to Sample Mortgage Bank ("Lender") of the same date and covering the property described in the Security Instrument and located at : 1234 NE Sample St, Sample City, FL 12345 (Property Address)

In addition to the covenants and agreements made in the Security Instrument, Mortgagor and Lender further covenant and agree as follows:

Lender, or such of its successors or assigns as may by separate instrument assume responsibility for assuring compliance by the Mortgagor [illegible] require immediate payment in full of all sums secured by thi[illegible]

Please note the Tax Exempt Rider should be recorded after the first mortgage, not the Second mortgage.

a. all or part of the prope[illegible]er or other transferee:

   i. who cannot reasc[illegible]dence within a reasonable time after the sale or transfer, all as provided in Sections 143 (c) and (i) (2) of the Internal Revenue Code; or

   ii. who has had a present ownership interest in a principal residence during any part of the three-year period ending on the date of the sale or transfer, all as provided in Sections 143 (d) and (i) (2) of the Internal Revenue Code (except that "100 percent" shall be substituted for "95 percent or more" where the latter appears in Section 143(d) (1); or

   iii. at an acquisition cost which is greater than 90 percent of the average area purchase price (greater than 110 percent for targeted area residences), all as provided in Section 143(e) and (i) (2) of the Internal Revenue Code; or

   iv. who has a gross family income in excess of the applicable percentage of applicable median family income, as provided in Section 143 (f) and (i) (2) of the Internal Revenue Code; or

b. Mortgagor fails to occupy the property described in the mortgage without the prior written consent of the Mortgagee or its successors or assigns described at the beginning of this addendum ;or

c. Mortgagor omits or misrepresents a fact which is material with respect to the provisions of Section 143 of the Internal Revenue Code of 1986 in an application for this mortgage.

References are to the Internal Revenue Code as amended and in effect on the date of issuance of the Bonds, the proceeds of which will be used to finance the purchase of the Security Instrument and are deemed to include the implementing regulations.

Applicant Name	Applicant Type	Signature	Date
John Sample Buyer	Borrower	_____	__/__/____
Jane Sample Buyer	Non-Purchasing Spouse	_____	__/__/____

PROMISSORY NOTE
Florida Housing Finance Corporation
Florida Assist Program

Date: __/__/____ Loan Number: xxxxxxx Loan Amount: $10,000.00 (Principal)

1234 NE Sample St	Sample City	FL	12345
Property Street Address	City	State	Zip Code

1. **BORROWER'S PROMISE TO PAY**
In return for a loan that I (the "Borrower") have received, I promise to pay U.S. () (this amount is called "Principal") to the order of the FLORIDA HOUSING FINANCE CORPORATION, whose address is 227 North Bronough Street, Suite 5000, Tallahassee, Florida 32301-1329 (the "Lender"), or to any other legal holder of the Note. The Lender or anyone who takes this Note by transfer and who is entitled to receive payments under this Note will be called the "Note Holder."

2. **INTEREST**
As long as I am not in default, the interest on this Note shall be zero percent (0%) per annum; however, if I fail to pay this Note as required, interest shall be due on the unpaid Principal balance at the rate of twelve percent (12%) per annum from the date when payment of this Note was due until I pay it in full.

3. **PAYMENT**
(A) I understand that repayment of the Principal under this Note shall be deferred for the term of the First Mortgage loan (as that term is defined in the Mortgage) or until _____, 20__ [illegible]on the First Mortgage loan (that date is the "Maturity Date" of t[illegible]l amount of this Note in full on the Maturity Date. I will make my [illegible]ted in Section 1 above, or at a different place if required by the Note Holder.

← Same date as the First Mortgage Note maturity date!

(B) I also understand that if at any time before the Maturity Date: (a) I sell, transfer or dispose of the Property or Home, either voluntarily or involuntarily; (b) I fail or cease to occupy the Home as my primary residence; (c) I die, or, if I am married, my surviving spouse dies; or (d) I refinance or satisfy the First Mortgage loan, then, upon the occurrence of any such event, the Principal amount of this Note shall become immediately due and payable in full without notice or demand.

4. **BORROWER'S PAYMENT BEFORE PAYMENT IS DUE**
I have the right to make payment, in full, of the Principal at any time before it is due. This payment is known as a "full prepayment." No partial prepayment of the Principal is permitted. When I make a full prepayment, I will tell the Note Holder in a letter that I am doing so.

5. **BORROWER'S FAILURE TO PAY AS REQUIRED**
(A) **Default** – If I do not pay the Principal in full as required in Section 3 above, I will be in default. If I am in default, the Note Holder may enforce this Note by any lawful means and require me to pay the Note Holder's costs and expenses as described in (D) below.
(B) **Notice of Default** – If I am in default, the Note Holder may, but is not required to, send me a written notice.
(C) **No Waiver By Note Holder** – Even if, at a time when I am in default, the Note Holder does not take action to enforce this Note, the Note Holder will still have the right to do so at a later time if I am in default.
(D) **Payment of Note Holder's Costs and Expense** – If the Note Holder takes actions to enforce this Note, the Note Holder will have the right to be paid back for all of its costs and expenses, including but not limited to reasonable attorney's fees, whether incurred by the Note Holder before filing suit, at trial or an appeal.

THIS NOTE AND THE MORTGAGE SECURING THIS NOTE ARISE OUT OF OR ARE GIVEN TO SECURE THE REPAYMENT OF A LOAN ISSUED IN CONNECTION WITH THE FINANCING OF HOUSING AND ARE EXEMPT FROM DOCUMENTARY STAMP TAX AND INTANGIBLE TAX PURSUANT TO SECTION 420.513(1), FLORIDA STATUTES

FL ASSIST 2nd Mtg DOC

we make housing affordable™

Florida Housing

Finance Corporation

LUNCH & LEARN
Questions?

Thank you for attending!

eHOUSINGPLUS

Program Management Specialists

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