CITY OF AMES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
HOMEBUYER ASSISTANCE PROGRAM
PRELIMINARY APPLICATION

The purpose of this Preliminary Application is to establish a waiting list of potential applicants who are interested in purchasing a home within the City Limits of Ames.

- **Program Guidelines:**
  Once a Homebuyer Assistance Program has been implemented, guidelines, along with a Homebuyer Education Seminar schedule, will be available at www.cityofames.org/housing. Click on the link in the “What’s New” box.

- **Income Limits:**
  Gross household income shall not exceed, at the initial application, 80% of the current Ames Metropolitan Statistical Area (MSA) income limits per household size established by HUD (see Attachment A).

- **Fill Out the Preliminary Application Form:**
  Please fill out the entire Preliminary Application Form and submit it to the City of Ames, Department of Planning and Housing as listed below. Incomplete preliminary applications will not be accepted.

- **Processing Your Preliminary Application:**
  Complete preliminary applications will be placed on a waiting list on a first-come, first-served basis, based on the date and time received. Once a Homebuyer Assistance Program has been implemented, applicants will be contacted off the waiting list to complete a formal application. Completing the preliminary application does not guarantee that you will be eligible for or that you will successfully purchase a home through this program.

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Preliminary Applications can be mailed, dropped off, or faxed to:
City of Ames – Department of Planning & Housing
PO Box 811 / 515 Clark Avenue, Room 214
Ames, IA 50010
515-239-5699 (fax)

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QUESTIONS?
PLEASE CONTACT VANESSA BAKER-LATIMER, HOUSING COORDINATOR
vbakerlatimer@city.ames.ia.us
or
515-239-5380

If you believe that you have been discriminated against, you may call the Fair Housing & Equal Opportunity National Toll-Free Hotline at 800-424-8590 or locally to the Ames Human Relations Commission at 515-239-5101.
CITY OF AMES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
HOMEBUYER ASSISTANCE PROGRAM
PRELIMINARY APPLICATION FORM

PART 1: HOUSEHOLD INFORMATION

Head of Household (HOH):

Last Name, First Name, Middle Initial (MI)

Current Physical Address    City, State, Zip    Home/Cell Phone #

Current Mailing Address   City, State, Zip    Work Phone #

DOB                      SSN                     Email

Sex          Currently Married? Separated or divorced in the last 3 years? Full-Time Student?
        ❏ F ❏ M        ❏ Yes ❏ No        ❏ Yes ❏ No        ❏ Yes ❏ No

Live in Ames? ❏ Yes ❏ No How long? ___________________________

Work in Story County? ❏ Yes ❏ No How long? ___________________________

Language Do you speak English as your primary language? ❏ Yes ❏ No

IF NO, what is your primary language? ___________________________

Do you read, write, speak, or understand English well? ❏ Yes ❏ No

Additional Household Member(s):

<table>
<thead>
<tr>
<th>Last Name, First Name, MI</th>
<th>Relationship to HOH</th>
<th>DOB</th>
<th>Sex</th>
<th>number of months during the year the household member lives with you</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>❏ F</td>
<td>❏ M</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>❏ F</td>
<td>❏ M</td>
</tr>
</tbody>
</table>

City of Ames Homebuyer Program, 2018  Preliminary Application Form Page 1 of 2
PART 2: ADDITIONAL BACKGROUND INFORMATION

1. Are you a first time homebuyer (see Attachment B)?  □ Yes □ No

2. Do you meet program income limits (see Attachment A)? □ Yes □ No

3. Do you have any assets? □ Yes □ No  If yes, please list how much:
   Checking $___________________  Savings $___________________  Other $___________________

4. Do you have a minimum credit score of 640? □ Yes □ No □ Unsure

5. Have you been pre-approved for a mortgage loan? □ Yes □ No
   If yes, name of lender: _____________________________  Amount of approval: $______________________

PART 3: CERTIFICATION

I certify the following:

• All the information contained and submitted in support of this preliminary application is true and complete to the best of my knowledge and belief.

• I am aware that any misrepresentation will result in the forfeiture of my right to participate in any of the City of Ames Community Development Block Grant Programs and may result in legal action against me.

• If I purchase a home with this program, I will occupy the home and agree to use the home as my primary and principal residence.

• I understand that completion of this preliminary application does not guarantee my eligibility for the program, and/or that I will successfully purchase a home through the City of Ames Homebuyer Assistance Program.

___________________________________________________________
Signature of Head of Household     Date

Equal Opportunity: In accordance with the provisions of the Equal Opportunity Act and the City of Ames Homebuyer Assistance Program's policies, there will be no discrimination against an applicant for these benefits on the basis of age, source of income, sex, race, marital status, sexual orientation, national origin, religion, or handicap. If you or a member of your household is an individual with a disability, you have the right to request reasonable accommodation for that disability. The City of Ames is committed to assuring that each individual has an equal opportunity to the use and enjoyment of the benefits of this program. For more information, please contact the City of Ames Planning & Housing Department. TDD service for those individuals with hearing and speech disabilities is available at (515) 239-5133.

Confidentiality: In order to process an application, the City of Ames may supply and receive information as detailed in the “Consent to Release” clause above. Information may also be released to comply with the auditing requirements of program funders. With these two exceptions, all personal and identifying information on an application remains fully confidential.
### PROGRAM INCOME LIMITS
(subject to change)

<table>
<thead>
<tr>
<th>Family Size</th>
<th>80% of Ames, Iowa MSA (Low Income)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$44,800</td>
</tr>
<tr>
<td>2</td>
<td>$51,200</td>
</tr>
<tr>
<td>3</td>
<td>$57,600</td>
</tr>
<tr>
<td>4</td>
<td>$64,000</td>
</tr>
<tr>
<td>5</td>
<td>$69,150</td>
</tr>
<tr>
<td>6</td>
<td>$74,250</td>
</tr>
<tr>
<td>7</td>
<td>$79,400</td>
</tr>
<tr>
<td>8</td>
<td>$84,500</td>
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</tbody>
</table>

Effective June 15, 2017

### PROGRAM DEFINITIONS

**ASSETS:** The value of equity in real property, savings, stocks, bonds, checking, and other forms of capital investment (the value of necessary items of personal property such as furniture and automobiles is NOT to be considered as an asset).

**FIRST-TIME HOMEBUYER:** Each Borrower who receives a Home Mortgage Loan under the Homebuyer Assistance Program must qualify as a First-Time Homebuyer. A first-time Homebuyer under this Program is an individual who meets any one of the following criteria:

1. An individual who has had no ownership in a principal residence during the three (3) year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers).
2. A single parent who has only owned a home with a former spouse while married.
3. An individual who is a displaced homemaker and has only owned a home with a spouse.
4. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations.
5. An individual who has only owned a property that was not in compliance with State, local, or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.

**LIQUID ASSETS:** For purposes of these Programs, liquid assets are those assets that can be readily converted into cash within 30 days or less, i.e.; money markets, corporate stocks, savings accounts, checking accounts, saving certificates of deposit, savings bonds, cash life insurance policies, etc. Determinations will be made on a case by case basis.

**NON-LIQUID ASSETS:** For the purposes of these programs, non-liquid assets are such items as retirement type accounts, mobile homes, real estate, etc. Please note that the $100,000 non-liquid asset limit requirement will not include certain non-contributory pension plans, in other words, plans that only your employer contributes to. Determinations will be made on a case by case basis. Determinations will be made on a case by case basis.