

City of Minot

Resilient Homebuyer Program



Homebuyer Information Packet



**MINOT DISASTER RESILIENCE
PROGRAM**



In 2015, the people of Minot came together in over 70 community meetings, public surveys, and design charrettes to develop a bold community resilience plan for the National Disaster Resilience Competition (NDRC). Impacts of the historic 2011 flood and simultaneous economic shocks from the Bakken oil boom were still fresh in everyone's mind. Minot's efforts were rewarded, the U.S. Department of Housing and Urban Development awarded the city's NDRC application \$74.3 million dollars, one of only 13 grants awarded nationally.

Based on the community's input, the NDR Plan focused on three key initiatives:

- to reduce flood risks and address the needs of the community's most vulnerable residents;
- to increase the availability of quality affordable housing that helps to create sustainable neighborhoods and economic prosperity;
- and to foster a robust, diverse and healthy economy that enables the region to weather disruptions from physical as well as economic disasters.



RESILIENT HOMEBUYER PROGRAM

for Low and Moderate Income Minot Residents

The City of Minot, through the National Disaster Resilience grant, is offering a new program to help qualified low- and moderate-income households buy a home in Minot: the Resilient Homebuyer Program. If your residence is being acquired for the flood control project or if you lived in Minot during the flood and the housing you lived in (renter or owner) was substantially damaged or destroyed you may eligible for this exciting new program.

Qualified buyers may be eligible for up to \$60,000 to help them purchase a home. Sometimes there is a **GAP** between your down payment, the mortgage you qualify for, and the price of a home. This is where the Resilient Homebuyer Program can help. This program provides a zero-interest loan to qualified buyers that can be forgiven over 15-years. You can sell the home you purchase through this program before this loan is completely forgiven. Only the portion of the loan which has not been forgiven at the time of sale will be due. The Participating Lender you select will be able to give you more information about how this works.

The City of Minot is working with the North Dakota Housing Finance Agency (NDHFA) and NDHFA Participating Lenders to implement this program. Once you complete the Homebuyer Profile form you will have a better idea if you might qualify. Before you contact a NDHFA Participating Lender you must obtain a Flood Residence Certificate form from the City of Minot Disaster Recovery Office, call Jake Jones 701-837-5813 for information. You will select a NDHFA Participating Lender who will work with you to complete an application and collect information needed for the qualification process. A current list of NDHFA Lenders can be found on NDHFA's website at <http://www.ndhfa.org/Finance/Participatinglender.aspx> and at the end of this document.



City of Minot
NATIONAL DISASTER
RESILIENCE

Am I Eligible?

How can I find out if I qualify to participate in this program?

If you can answer “yes” to the following questions, you may be eligible for the Minot Resilient Homebuyer Program.

YES

NO

Is the residence you are living in now **being purchased for the city’s flood control project?**

Did you reside in a home or apartment during the 2011 flood in Minot (owner or renter) that was **substantially damaged or destroyed** as determined by FEMA?

YES

NO

Is your annual household income **equal to or less** than the maximum amount in the table below, based on the number of people in your household?

To determine maximum household income, you must include **all the wages and other sources of income** for each member of your household over the age of 18.

YES

NO

Can you **qualify for and secure** a NDHFA 30-year fixed mortgage through a Participating Lender (the Participating Lender you select will help you with this process)?

YES

NO

Will you occupy the property financed as your **principal residence?**



There are other requirements for participating in this program but this information is the first step in helping to determine if you may be eligible.

Current Low and Moderate Income Limits for Ward County, ND

Number of People Living in Your household	1	2	3	4	5	6	7	8
Maximum household Income	\$44,050	\$50,350	\$56,650	\$62,900	\$67,950	\$73,000	\$78,000	\$83,050

How Do I Apply for the Resilient Homebuyer Program?

The complete home buyer application process involves these 10 steps:

1 **Complete the homebuyer profile form** and provide information for the Flood Residence Certificate by contacting the City of Minot Disaster Recovery office at 701-837-5813 or emailing vogelgesangaj@cdmsmith.com, jonesja@cdmsmith.com, or smallt@cdmsmith.com. If you qualify for a certificate, **take the certificate to your first lender appointment.**

2 **Select a NDHFA participating lender** and **schedule an appointment** with the lender you select to meet with a loan officer.

3 **Attend a NDHFA approved Homebuyer Education Seminar** and, upon successful completion of the course, you will receive a certificate. **Provide a copy of your certificate** to your lender.

4 Work with your NDHFA participating lender to **complete the Resilient Homebuyer application**, provide required income documentation, and work through the qualification process. **Your lender can provide** information about **the maximum home price** you may qualify for

5 You may want to **work with a local real estate agent** to help you **find existing resale homes** that could qualify for this program. For more information refer to the listing on page 10.

6 Once you have found a home you want to purchase **your lender must provide the address of the home to the City's Disaster Recovery office** so a HUD Housing Quality Standards (HQS) inspection can be completed on the property. If the property does not meet HQS **it cannot be purchased** under this program unless **required repairs** are made.

7 If there is **evidence of lead-based paint or asbestos** in the home you want to purchase, **mitigation measures must be completed** in accordance with HUD requirements.

8 **Your lender will provide** all final eligibility and qualification documents to NDHFA.

9 **NDHFA will verify** program compliance and **provide final approval** of the Resilient Homebuyer Incentive amount.

10 **Your lender will** coordinate and schedule the closing date.

Why Consider a North Dakota Housing Finance Agency Mortgage?

**Low, Fixed
Interest
Rates**

**30-Year
Term
Loans**

**Down Payment
and Closing
Cost Assistance**

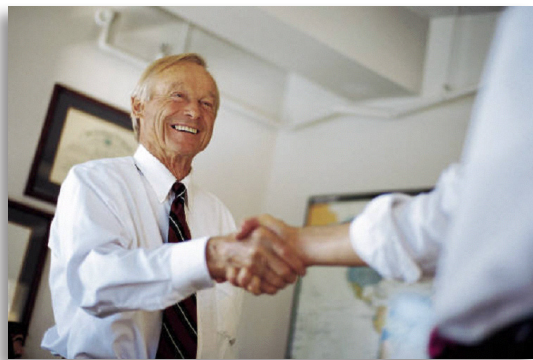


The North Dakota Housing Finance Agency (NDHFA) is a self-supporting state agency dedicated to making housing affordable for all North Dakotans. NDHFA offers affordable home financing to low- to moderate-income families, ensures the continued availability of suitable rental housing for households of modest means, and focuses on providing for the housing needs of the state's growing communities.

The NDHFA Homeownership Division works through a network of lending and real estate partners to make housing more affordable. They help North Dakotans become successful homeowners through their homebuyer education program, down payment and closing cost assistance, and affordable mortgage loans. NDHFA's affordable interest rates can result in lower monthly mortgage payments and the interest cost savings over the life of a loan helps low- and moderate-income households to save money.

Loans through NDHFA have no pre-payment penalties which means borrowers can pay off a loan sooner and reduce the amount of interest paid. NDHFA loans are serviced locally by a local NDHFA participating Lender and NDHFA offers fixed rate interest loans which means the principal and interest portion of your payment will not change for the life of the loan.

Participating NDHFA Local Lenders



The NDHFA Participating Local Lender that you select will help guide you through the application and qualification process. Participating Lenders must meet NDHFA's qualification policies including:

- ✓ **In good standing** with its applicable federal and/or state regulatory agency.
- ✓ **Successfully completed** NDHFA's Lender training program.
- ✓ **Maintain an origination office** within North Dakota.

You must select a NDHFA Participating Lender, if you don't see your bank, credit union, or mortgage company on the list, you may want to call them and ask if they would become an NDHFA Participating Lender. The Lender you select from the participating Lender list is up to you. Once you have selected one of the participating Lenders, you will need to contact that lender and let them know you are interested in purchasing a home using the Minot Resilient Homebuyer Program and would like to make an appointment with a loan officer to start the process.

What Kind of Home Can I Buy with the Minot Resilient Homebuyer Program?

You may choose to purchase an existing home or a qualified newly constructed home (qualifications for newly constructed homes will be released later in the spring).

If you are interested in purchasing a newly constructed home, please call the Disaster Recovery Office managed by CDM Smith at 701-837-5813 so they can send you additional information when it is available.

To qualify, the home must be located inside the City of Minot and outside of the new FEMA 100-year flood plain. If you have questions about where the FEMA 100-year flood plain is located, check the City of Minot website or ask the Lender or realtor® you select to make sure homes that you are considering are outside of the flood plain and inside the City of Minot.



**THE PURCHASE PRICE
OF THE HOME
CANNOT EXCEED
\$253,809**

Eligible homes are defined as real property containing a 1-unit single family dwelling. A 1-unit single family dwelling can include: new and existing single-family homes; condominiums; townhomes; or manufactured homes manufactured within the last 20 years that are permanently attached to residential property. If you are working with a realtor®, they can provide additional information to you about homes that meet all the qualification requirements.

To ensure that the homes purchased with the Resilient Homebuyer Program are safe and energy efficient, homes must:

- meet the Department of Housing and Urban Development (HUD) Housing Quality Standards (HQS),
- if the house was constructed prior to 1978 and there is lead-based paint in the home it must be remediated in accordance with HUD requirements before you can purchase the home,
- the home must meet Energy Star or HUD's energy check list requirements.



Working with a Real Estate Agent

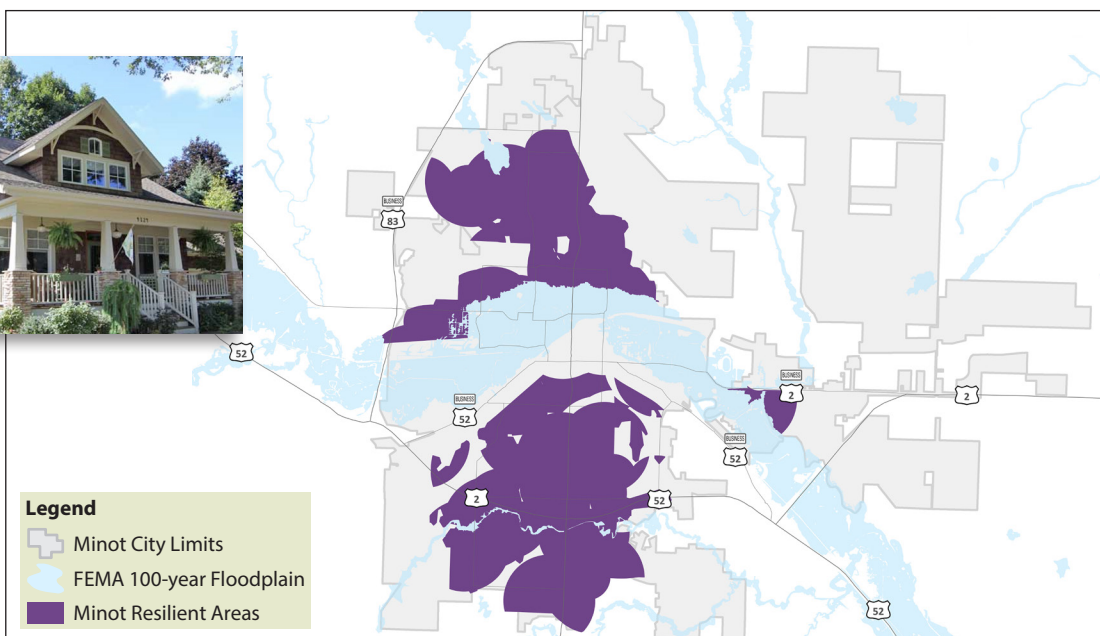
A real estate agent can help you find a house that best fits your needs and price range within the housing requirements of this program. Eligible homes must be located in qualified Resilient Neighborhoods shown on the map below. Realtors® can help you determine the exact location of the eligible resilient areas. Realtors® have access to extensive information about available residential properties in the city and they may also know about homes that are available but not actively being advertised. Realtors® are skilled negotiators working between buyers and sellers. They can convey concerns you may have about the property and be in a better position to negotiate a reduction in price with the owner that reflects your concerns about repairs and updates to the home that are needed for it to work for you and your family.



THERE ARE OVER
200
REAL ESTATE AGENTS
IN MINOT

Real estate agents must adhere to a strict code of ethics, their first obligation is to you, their client. Realtors® are familiar with local information, utilities, schools, neighborhoods, and they have access to objective information about each property they show you. Buying a home is a major event and a significant purchase, it can be very helpful to have a concerned, objective third party helping you to focus on the issues that are most important to you and providing you with valuable information about the properties you are considering.

If you choose to work with an agent you may want to ask family or friends for recommendations and you can interview agents before selecting and signing any working agreement. You will also want to verify that the real estate agent you select is licensed to do business in North Dakota and is a member of the Minot Board of Realtors. A list of real estate brokerage firms in Minot and their telephone number can be found on the back cover of this document.



Required Homebuyer Education Course

Homebuyers who want to use the Minot Resilient Homebuyer Program must successfully complete a homebuyer education course approved by North Dakota Housing Finance Agency. Even though you may have owned a home previously, anyone thinking of buying a home will benefit from taking a homebuyer education class and become a more informed buyer in the process.

The two NDHFA approved courses are:

- **eHome America's course**, which has a \$99 registration fee. However, if you use the coupon code **NDHFA49** when you register, the cost of this course is only \$50.00. Register online at <https://app.ehomeamerica.org/ndhfa>
- A second approved on-line homebuyer education course is available from **Framework**. The cost to register for this course is \$75.00. Register online at: <https://www.frameworkhomeownership.org/get-started/homebuyer-education>



THERE ARE TWO
NDHFA
ON-LINE APPROVED
HOMEBUYER EDUCATION
COURSES AVAILABLE

The course can be completed at your convenience once you register. The course provides important information about the home buying process – what you can afford, how to choose the right house, about mortgages, and financial assistance that might be available in addition to the Resilient Homebuyer Program. Once you register, pay the course fee, and successfully complete this class, you will receive a Certification of Completion to provide to your Lender.

If you do not have access to a computer or are not comfortable with your computer skills, please contact Tammy Small at the City of Minot Disaster Recovery office managed by CDM Smith, at 701-837-5813, for assistance in completing this on-line course. At this time, there are no other approved homebuyer education courses available in Minot.

Professional Home Inspection



Buying a home can be stressful and it is often difficult to remain objective about the house that you really want to purchase. A professional home inspector provides accurate information about the condition of a house, so you'll know if there are problems or issues with a home that may require repairs or replacement of major systems such as the heating or electrical systems. This information will help you make a more informed decision about the house before you buy it. Once you have found the home you want to buy and it is under contract, you should contact the City's Office of Disaster Recovery at 701-837-5813 and request a private home inspection. One inspection will be provide to you at no charge and you will receive an inspection report.

Contact information for City of Minot Disaster Recovery office, managed by CDM Smith:

Jacob Jones, (701) 837-5813, jonesja@cdmsmith.com

Tammy Small, (701) 837-5813, smallt@cdmsmith.com

Amanda Vogelgesang, (701) 837-5813, vogelgesangaj@cdmsmith.com

NDHFA Participating Lenders Located in Minot



To find a North Dakota Housing Finance Agency Participating Lender in Minot, see the current list below. Please select a participating lender from this list or check the NDHFA website using the address at the bottom of this page. Your participating lender will assist you throughout the application and closing process.

Lender	Address	Phone	Website
Affinity First Federal Credit Union	811 S. Broadway, Suite A , Minot, ND	(701) 857-5541	www.affinityfcund.com
American Bank Center	2201 15th Street SW, Minot, ND	(701) 837-5050	www.weareamerican.com
Benchmark Mortgage	300 3rd Avenue SW, Suite E, Minot, ND	—	dakotas.benchmark.us
Bremer Bank	20 1st Street SW, Minot, ND	(701) 852-3361	www.bremer.com
Cornerstone Bank	1809 S. Broadway, Minot, ND	(701) 870-2661	www.cornerstonebanks.net
Dacotah Bank	1121 S. Broadway, P. O. Box 789, Minot, ND	(701) 852-1200	www.dacotahbank.com
First International Bank and Trust	1600 S. Broadway, P. O. Box 1967, Minot, ND	(701) 837-1600	www.firstintlbank.com
First Western Bank and Trust	900 S. Broadway, P. O. Box 1090, Minot, ND	(701) 852-3711	www.bankfirstwestern.com
Gate City Bank	309 2nd Avenue SW, P. O. Box 270, Minot, ND	(701) 857-8400	www.gatecitybank.com
Gate City Bank	924 31st Avenue SW, P. O. Box 280, Minot, ND	(701) 857-8444	www.gatecitybank.com
Gate City Bank	1017 S. Broadway, P. O. Box 310, Minot, ND	(701) 857-8400	www.gatecitybank.com
Guild Mortgage Company	315 3rd Avenue, Minot, ND	(701) 204-6415	—
Kirkwood Bank and Trust	1524 S. Broadway, Suite 6-B, Minot, ND	(701) 838-2293	www.kirkwoodbank.com
Town & Country Credit Union	615 S. Broadway, P. O. Box 2046, Minot, ND	(701) 852-2018	www.townandcountry.org
US Bank	17 1st Ave SW, Minot, ND	(701) 857-0338	www.usbank.com
Unity Mortgage	615 S. Broadway, Minot, ND	(701) 356-1840	www.unitymortgage.com
Wells Fargo Bank	3106 16th Street SW, Minot, ND	(701) 857-1771	www.wfwm.com/ndwestbranchnd

*This list was current when this information was printed. For the most current list of NDHFA Participating Lenders please go to:
<https://www.ndhfa.org/Finance/ParticipatingLender.aspx>*

Real Estate Brokerage Firms



Brokers "12" Real Estate	701-852-3757
Century 21-Action Realtors	701-839-0021
Coldwell Banker 1st Minot Realty	701-852-0136
Investors Management & Marketing	701-852-3648
NextHome Legendary Properties	701-852-8151
Signature Properties	701-839-1999
Signal, Realtors	701-852-3505
Watne, Realtors	701-852-1156
Alliance Real Estate-Minot	701-202-8795
Elite Real Estate	701-838-4040
Keller Williams Inspire	701-356-5000



For more information, call **701-837-5813**, Monday – Friday from 9:00 a.m. to 4:00 p.m. or email: jonesja@cdmsmith.com, smallt@cdmsmith.com, or vogelgesangaj@cdmsmith.com

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