

**HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM**  
**SEMMCHRA STATEMENT OF FAMILY OBLIGATIONS**

**The Family Must:**

- Agree to use the home as their sole residence.
- Enter into this SEMMCHRA's Statement of Family Obligations, as well as HUD's Statement of Homeowner Obligations, and comply with the provisions of both documents.
- Meet HUD's first-time homebuyer definition.
- Meet all eligibility criteria as specified in SEMMCHRA's HCV administrative plan.
- Sign a release allowing SEMMCHRA, counselors, realtors, and participating lenders to exchange information on the borrower. This information may relate to initial home purchase, loan servicing, future sale or refinancing of a home.
- Secure financing for the home purchase, subject to SEMMCHRA review and approval of loan product(s) to be used.
- Comply with all SEMMCHRA, FHA, Fannie Mae AND lender requirements, as applicable.
- Be able to make the monthly payment of the family's portion of the mortgage in a timely manner.
- Be able to provide a cash down payment of at most 3% of the purchase price of the home, with at least 1% coming from the family's personal resources.
- Report progress in locating a home for purchase monthly to SEMMCHRA's Self Sufficiency and Homeownership Coordinator.
- Enter into a sales contract with a seller to purchase a home.
- Include the following contract conditions in the contract of sale:
  - that SEMMCHRA has a reasonable amount of time to perform the HQS inspection of the property
  - that any items found needing repair must be done so by the seller prior to property closing
  - that the buyer is not obligated to pay for any cost incurred to repair any needed items
  - that an independent inspection of major building systems and home quality must be performed on the property and a copy of that inspection must be provided to SEMMCHRA

- that the seller certifies that they are not debarred, suspended, or otherwise subject to limited denial of participation in federally assisted programs as set forth by HUD.
- **YOU MUST ADVISE YOUR REALTOR OR BUYER'S AGENT OF THESE REQUIREMENTS.**
- Secure an independent, qualified professional home inspector to inspect the home and report findings to SEMMCHRA.
- Agree to maintain the condition of the home to comply with HUD Housing Quality Standards (HQS).
- Return to SEMMCHRA for annual recertification. Failure to recertify may terminate your assistance.
- Disclose any changes in family income or composition immediately to SEMMCHRA.
- Document at annual reexamination that the family is current on mortgage, insurance, escrow accounts, repair reserve account, and utility payments.
- Acknowledge that the family may only deduct a percentage of the mortgage interest and real estate taxes that is equal to the percentage of the homeownership expenses covered by the family during the tax year for the purpose of filing the IRS long form (per the IRS Opinion Letter and HUD guidance).
- Continue to fulfill an employment requirement of an average minimum of 30 hours per week. In case of unemployment, an adult homeowner will re-secure employment within 30 days, unless a documented hardship exists. In the event of a documented hardship (i.e. layoff, company closure, death of a working adult, federal disaster, etc.), the head of household must provide on a monthly basis to the Self Sufficiency and Homeownership Coordinator, verification that they are attempting to pursue employment. The homeowner must show a plan to return to work in order to remain eligible for the program.
- SEMMCHRA requires the family to maintain a minimum reserve for maintenance and major repairs. The minimum reserve shall be equal to the monthly reserve amounts times the number of months assisted as a homeowner less any SEMMCHRA approved withdraws.
- Acknowledge that termination of assistance for failure to comply will follow the termination process as stated in HUD's HCV rental assistance regulations and SEMMCHRA's HCV Homeownership Program administrative plan.
- Acknowledge that the family becomes obligated for the whole mortgage payment in the event of termination of assistance.
- Agree that the family may not sell the home, refinance the home, or take out a home equity loan/line of credit unless SEMMCHRA has reviewed and approved such financing.

- Notify SEMMCHRA immediately of any late payments, delinquent notices, or default notices, and must agree to participate in foreclosure mitigation counseling with a designated agency to become current on the loan.
- Agree to, in the event of loan default of your mortgage obligation, cooperate with SEMMCHRA and the lender to minimize any loss to the lender, in order to maintain your eligibility to continue as a participant in the Section 8 housing choice voucher rental assistance program.
- Acknowledge that the family is prohibited from moving more than one time in a one (1) year period.
- Notify SEMMCHRA at least 30 days before the family moves out of the home.
- Agree that while receiving homeownership assistance, no family member may have any ownership interest in any other residential property.
- Agree to attend any identified financial, homeowner or post-purchase training during the time of assistance at the discretion of SEMMCHRA.

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Participant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Self Sufficiency and Homeownership Coordinator

\_\_\_\_\_  
Date