



**FIRST TIME HOMEBUYER / AFFORDABLE HOUSING PROGRAM  
(FTHB/AH Program)  
WAIT LIST APPLICATION**

**PLEASE READ THIS SECTION CAREFULLY. ANY OMISSION OF REQUESTED INFORMATION WILL BE CAUSE FOR REJECTION OF YOUR WAIT LIST APPLICATION.**

**DEADLINE DATE: SEPTEMBER 30, 2021\***

**\*WAIT LIST(S) WILL CLOSE ON SEPTEMBER 30, 2021 AT 5PM.**

**APPLICATIONS RECEIVED AFTER THE DEADLINE DATE WILL NOT BE ACCEPTED  
POSTMARKS AFTER THE DEADLINE DATE WILL NOT BE ACCEPTED  
INCOMPLETE, FAXED, OR EMAILED APPLICATIONS WILL NOT BE ACCEPTED**

Submittal and acceptance of this Waitlist Application may provide the applicant a place on the City of Brentwood's FTHB/AHP waitlist to purchase an affordable single-family unit as these units are made available. **ONLY ONE APPLICATION PER HOUSEHOLD WILL BE ACCEPTED**. Wait list applicants are chosen by lottery to purchase a unit in the City's FTHB/AH Program; no timelines can be given as to when an applicant will be selected. Submittal and acceptance of this Wait list Application does not represent any obligation or agreement on the part of the City to provide an affordable home for waitlist applicants to purchase.

1. You must qualify under the **VERY LOW, LOW or MODERATE** income and first time homebuyer guidelines, including but not limited to the following (other restrictions apply):
  - a. Fall within the income range for either VERY LOW, LOW or MODERATE income households based on household size (see attached income guidelines).
  - b. Be a first time homeowner or have not owned a home for the last three years.
2. Confirm your eligibility by completing the FTHB/AH Program survey Step 1 (Page 1). Should you have any questions about your eligibility, please contact the Housing Division at (925) 516-5405.
3. Complete the requested employment, income, and household size information on the application form Step 2 (Page 2).
4. Certify your eligibility by reading and signing the statements on Step 3 (Page 3).
5. Return your completed application in a sealed envelope to the address provided.

For more information on the City's housing programs, visit the City's website [www.brentwoodca.gov](http://www.brentwoodca.gov) or contact the Housing Division (925) 516-5405.

For City use only:

Date/time received -----

By (initials): \_\_\_\_\_



## FIRST TIME HOMEBUYER PROGRAM AFFORDABLE HOUSING PROGRAM WAIT LIST APPLICATION

Are you ready to own your own home in the City of Brentwood? The City's FTHB/AH Program may be able to assist you in making homeownership a reality.

**READ AND COMPLETE THE THREE STEPS BELOW AND RETURN NO LATER THAN SEPTEMBER 30, 2021\***:

First Time Homebuyer/Affordable Housing Program (FTHP/AHP)  
Community Development Department - Housing Division  
City of Brentwood  
150 City Park Way  
Brentwood, California 94513

If you have any questions, please contact the Housing Division – [selias@brentwoodca.gov](mailto:selias@brentwoodca.gov) or (925) 516-5405.

**\*DEADLINE DATE TO SUBMIT AN APPLICATION IS SEPTEMBER 30, 2021 AT 5PM. POSTMARKS AFTER SEPTEMBER 30, 2021 WILL NOT BE ACCEPTED. INCOMPLETE, FAXED, OR EMAILED APPLICATIONS WILL NOT BE ACCEPTED. APPLICATIONS AVAILABLE ON LINE AT [www.brentwoodca.gov](http://www.brentwoodca.gov). ONLY ONE APPLICATION PER HOUSEHOLD WILL BE ACCEPTED. SELECTION OF WAIT LIST APPLICANTS TO PURCHASE A PROGRAM UNIT IS BY LOTTERY; NO TIMELINES CAN BE GIVEN FOR SELECTION.**

*STEP 1: See if you are eligible by answering the following survey questions (circle yes/no):*

- Yes/No Can you certify that you are a first-time homebuyer who has not owned a primary residence during the last three years?
- Yes/No Are you able to complete the City's two required first time homebuyer courses?
- Yes/No Do you plan to live in the home that you may be eligible to purchase in the City of Brentwood?
- Yes/No Are you currently employed full-time?
- Yes/No Are you able to contribute the required amount of \$4,000 (minimum) personal savings? (Must currently have minimum in savings account; must utilize City's preferred lender for mortgage loan. Standard loan process applies: Credit will be a determining factor.)
- Yes/No Do you meet the income guidelines based on family size? (See attached income guidelines)

**INCOME INFORMATION PROVIDED WILL BE SOLELY USED TO DETERMINE PROGRAM ELIGIBILITY AND WILL BE KEPT STRICTLY CONFIDENTIAL**

**STEP 2:** Complete the following information:

Part A: Residence/Employer. **Please provide your most current information. Restrictions for CO-Applicant apply. Contact Housing Division with questions.**

	Applicant	Co-Applicant (Person buying with applicant)
Name		
Home Address		
City/State/Zip		
Contact Phone		
Years/months at address		
Employer Name		
Occupation		
Employer Address		
City/State/Zip		
Work Phone		
Years/months at job		

Part B: Income Eligibility. *Participants must be within the income guidelines as described on the attached income guidelines sheet. The definition of what is and is not included in annual income is based on the current guidelines published by the California Housing Finance Agency. Please include the following: wages, salaries, business income, interest and dividend income, retirement and insurance income, unemployment and disability income, welfare assistance, alimony, child support, and Armed Forces income.*

**PLEASE CIRCLE THE INCOME CATEGORY YOU ARE APPLYING FOR (CIRCLE ONE INCOME CATEGORY ONLY)\*\*:**

**VERY LOW INCOME**

**LOW INCOME**

**MODERATE INCOME**

Total Annual Household Income (total of all adult household members): \$\_\_\_\_\_

Household Size (circle):    1    2    3    4    5    6    7    8 or more

**\*\*SEE ATTACHED INCOME GUIDELINES SHEET FOR ELIGIBILITY**

**STEP 3: CERTIFICATION OF APPLICANT(S)**

**I/WE UNDERSTAND THE FOLLOWING:**

- THAT ANY AND ALL INFORMATION PROVIDED WILL BE USED TO DETERMINE ELIGIBILITY FOR SUBSTANTIAL PUBLIC BENEFITS AND ANY AND ALL INFORMATION CONTAINED IN THE RECORDS KEPT BY THE CITY CAN AND WILL BE USED FOR MONITORING, AUDITING AND ESTABLISHING (MY/OUR) ELIGIBILITY FOR THE CITY OF BRENTWOOD'S FIRST TIME HOMEBUYER/AFFORDABLE HOUSING PROGRAM.
- THAT I/WE WILL BE REQUIRED TO PROVIDE VERIFIABLE DOCUMENTATION TO SUPPORT THE STATEMENTS MADE HEREIN PRIOR TO PURCHASING A HOME THROUGH THE CITY OF BRENTWOOD'S FIRST TIME HOMEBUYER/AFFORDABLE HOUSING PROGRAM.
- THAT IF THERE ARE ANY FALSE STATEMENTS OR MISREPRESENTATIONS ON THIS WAITLIST APPLICATION, I/WE WILL RELINQUISH ALL RIGHTS TO PARTICIPATE IN THE CITY OF BRENTWOOD'S FIRST TIME HOMEBUYER/AFFORDABLE HOUSING PROGRAM.
- I/WE UNDERSTAND THAT THE SELECTION OF WAIT LIST APPLICANTS TO PURCHASE A PROGRAM HOME IS BY LOTTERY; AND NO TIMELINES CAN BE GIVEN FOR THE SELECTION OF A WAIT LIST APPLICANT.

**I/WE CERTIFY THE FOLLOWING:**

- THE INFORMATION PROVIDED IN THIS WAITLIST APPLICATION TO THE CITY OF BRENTWOOD'S FIRST TIME HOMEBUYER/AFFORDABLE HOUSING PROGRAM IS TRUE AND CORRECT.
- MY/OUR COMBINED ANNUAL HOUSEHOLD INCOME IS WITHIN THE INCOME LIMITS FOR OUR HOUSEHOLD SIZE.
- I/WE CURRENTLY HAVE MORE THAN THE REQUIRED MINIMUM AMOUNT OF \$4,000 AVAILABLE FOR THE REQUIRED DOWNPAYMENT AMOUNT; OR
- I/WE CURRENTLY HAVE ONLY THE REQUIRED MINIMUM AMOUNT OF \$4,000 TO PARTICIPATE IN THE FIRST TIME HOMEBUYER/AFFORDABLE HOUSING PROGRAM.
- I/WE MUST OBTAIN A MORTGAGE LOAN THROUGH THE CITY'S PREFERRED LENDER.
- I/WE HAVE NOT OWNED A HOME OR HAVE BEEN ON TITLE OF A PROPERTY WITHIN THREE YEARS.
- I/WE WILL OCCUPY THE AFFORDABLE UNIT AS MY/OUR PRIMARY RESIDENCE.
- I/WE UNDERSTAND THAT THE RESALE VALUE OF A UNIT PURCHASED THROUGH THE CITY OF BRENTWOOD'S AFFORDABLE HOUSING PROGRAM IS RESTRICTED FOR 45 YEARS.

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Applicant Signature

Date

Co-Applicant Signature

Date

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Print Full Name

Print Full Name



## City of Brentwood Affordable Housing Information – July 1, 2021 to June 30, 2022

### Maximum Household Income Limits (minimum to maximum)

	----- Household Size -----							
	<u>1-Person</u>	<u>2-Person</u>	<u>3-Person</u>	<u>4- Person</u>	<u>5-Person</u>	<u>6-Person</u>	<u>7-Person</u>	<u>8-Person</u>
Very Low Income	\$28,801	\$32,901	\$37,001	\$41,101	\$44,401	\$47,701	\$51,001	\$54,301
	\$47,950	\$54,800	\$61,650	\$68,500	\$74,000	\$79,500	\$84,950	\$90,450
Low Income	\$47,951	\$54,801	\$61,651	\$68,501	\$74,001	\$79,501	\$80,951	\$90,451
	\$76,750	\$87,700	\$98,650	\$109,600	\$118,400	\$127,150	\$135,950	\$144,700
Moderate Income	\$76,751	\$87,701	\$98,651	\$109,601	\$118,401	\$127,151	\$135,951	\$144,701
	\$105,500	\$120,550	\$135,650	\$150,700	\$162,750	\$174,800	\$186,850	\$198,900

### Maximum Affordable Sales Price (Rounded to nearest \$1,000)<sup>1</sup>

	----- Dwelling Unit Size -----					
	<u>1 BDRM</u>	<u>2 BDRM</u>	<u>3 BDRM</u>	<u>4 BDRM</u>	<u>5 BDRM</u>	<u>6 BDRM</u>
Very Low Income Dwelling Unit	\$130,000	\$148,000	\$164,000	\$176,000	\$187,000	\$201,000
Low Income Dwelling Unit	\$215,000	\$244,000	\$271,000	\$291,000	\$310,000	\$333,000
Moderate Income Dwelling Unit	\$464,000	\$523,000	\$581,000	\$626,000	\$670,000	\$718,000

<sup>1</sup> These are MAXIMUM prices for new construction. Resale and refinance housing prices are based in accordance with approved Administrative Manual for the First Time Homebuyer Program, Attachment B-1.

Source: State Department of Housing and Community Development (HCD) and US Dept. of Housing and Urban Development (HUD) June 2010 and Affordable Housing Model prepared by City of Brentwood's Housing Division June 2021.