



# THE NH HOMEOWNER ASSISTANCE FUND APPLICATION GUIDE & CHECKLIST

## ELIGIBILITY REQUIREMENTS

- You own and occupy, as your primary residence, the property for which you require assistance.
- You experienced a coronavirus pandemic-related reduction in income or increase in expenses.
- Your income is equal to or less than 125% of Area Median Income. (This will be reviewed with you during the application process.)
- You have past-due expenses associated with your primary residence, such as:
  - Mortgage payments
  - Property taxes
  - Homeowner insurance, flood insurance, mortgage insurance premiums
  - Homeowner association and condominium fees
  - Utility or internet payments

## NO REPAYMENT TERMS

- If you receive less than \$5,000 in assistance, these funds will be provided as a non-recourse grant with no repayment necessary.
- If you receive assistance equal to or greater than \$5,000, funds will be provided as a two-year, forgivable grant that requires a recorded Promise to Pay and Mortgage. Repayment in full will be required if the property is sold or refinanced within two years. The Promise to Pay and Mortgage will be automatically released by the NH Homeowner Assistance Fund two years from the date of assistance.

## LOSS MITIGATION

- If you apply for assistance with past-due mortgage payments, completing loss mitigation will be required. Loss mitigation is a request for mortgage assistance that includes information required by your servicer for evaluating the request. Exceptions can be requested when:
  - A servicer has not been timely/responsive with loss mitigation review; or
  - There is an urgent threat of foreclosure, making loss mitigation unlikely; or
  - There are circumstances that prevent the completion of loss mitigation.
- **Contact AHEAD for assistance with loss mitigation:  
800-974-1377 ext. 1014**

## NUMBER OF APPLICATIONS

- Apply for all delinquent housing-related expenses in your first application, as there is a 6-month waiting period before a new application can be submitted.
- New applications may include expenses incurred since the previous application.

## APPLICATION CHECKLIST

- Social Security card
- Contact information of the Authorized Representative helping with your application
- Most recent federal tax return
- Deed to property
- Mortgage information (if applicable)
- Proof of income for the most recent four weeks or from the timeframe of your hardship. Proof of Public Assistance may be used as proof of eligibility.

### **Proof of all needed assistance:**

- Copies of recent mortgage statement(s)
- Most recent property tax bill
- Most recent insurance bill
- Most recent homeowner or condominium association bill
- Most recent utility/internet bill
- A copy of the loss mitigation determination letter from your servicer (if available)



Apply at [HomeHelpNH.org](https://HomeHelpNH.org)