

# How do I apply for a Habitat home?

- Complete your application and gather all required documentation (see attached checklist). Applications will not be processed unless all required documents are included.
- Visit <u>www.milledgevillehabitat.org</u> or call Jennifer Sellers at 478-453-9617 to schedule an appointment for either of the dates listed below to return your <u>completed</u> <u>application AND all required documents.</u> Please allow at least 30 minutes for your appointment.
- **♦** Appointment Times and Locations:

June 4th 9:00-4:00 at the Baldwin County Government Office

Address: 1601 N Columbia St Ste 210, Milledgeville, Ga 31061

June 11th 10:00-3:00 at the Mary Vinson Memorial Library

Address: 151 S Jefferson St SE, Milledgeville, GA 31061

◆ Bring the \$25.00 application fee with you to your appointment in the form of Money Order, Personal Check, or Cashiers Check. No Cash. Money Order and Checks should be made out to Habitat for Humanity Milledgeville/Baldwin County, GA.

Note: There will be a \$6.00 fee on returned checks.

Applications can be picked up at Baldwin County Senior Center, the Milledgeville Housing Authority Building, Mary Vinson Memorial Library, Lake Sinclair Library, OR download and print one from website, <a href="https://www.milledgevillehabitat.org">www.milledgevillehabitat.org</a>.

We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.



# **Habitat for Humanity Milledgeville/Baldwin**

## P.O. Box 605 Milledgeville, GA 31059

Telephone: 478-453-9617 www.milledgevillehabitat.org

Family Selection Criteria

#### What is Habitat for Humanity Milledgeville/Baldwin?

Habitat for Humanity Milledgeville/Baldwin is an ecumenical Christian nonprofit organization building affordable homes with people who qualify. Homeowners spend a minimum of 300 hours working with Habitat to complete the requirement of "sweat equity" and purchase their homes from Habitat with a low to interest-free mortgage. The estimated average monthly payment for a 3-bedroom house is between \$650-\$750 per month including and based on the individuals insurance and property tax annual premiums.

#### Do I Qualify to Buy a Habitat for Humanity Home?

You may be eligible if you meet Habitat's 3 basic guidelines (Need, Ability to Pay, & Willingness to Partner) and can answer "yes" to the following statements:

#### 1. I have a Need:

The housing I live in is at least one of the following:

- Overcrowded
- Poorly maintained (substandard)
- Public housing or Section 8
- Temporary (I will not be able to live here much longer)
- I spend more than 35% of my gross income on rent

#### AND

My income falls within the following guidelines:

### Habitat for Humanity Milledgeville/Baldwin Income Guidelines – 2024

# of people	25%	80%	
1	15,500	41,300	
2	20,440	47,150	
3	25,820	53,950	-
4	31,200	58,950	
5	36,580	63,650	
6	41,960	68,400	
7	45,700	73,100	
8	48,650	77,7850	

#### 2. I have the ability to pay:

I have not declared bankruptcy/foreclosure within the last 3 years and any existing bankruptcy has been satisfied or discharged.

- I pay my rent on time
- I have had a stable income for the past 3 years that meet the income guidelines

#### 3. I am willing to partner with Habitat:

- I am willing to be a partner with Habitat and put in at least 300 hours of "sweat equity" first working on other families' homes, and then building my own home. I will also attend homeowner education classes. I understand that, and I know that I will be held responsible for paying back a mortgage for 20 years.
- I have been living or working in Baldwin County for at least the last year.
- I understand that Habitat for Humanity Milledgeville/Baldwin focus neighborhoods are within the Milledgeville city limits and/or in Baldwin County. If approved, I am willing to move and live in either of those assigned area, which may vary depending on what is available at the time you apply.
- I understand that Habitat will build a home that is appropriate for my family and its size. Which includes that children of the same age and same sex will share a room.

## What will be required of me if I am approved?

- Work at least 300 hours of "Sweat Equity" first help build other families' homes, then help build your own home.
- Attend homeowner education classes
- Pay the closing cost of an estimated \$2000 before closing
- Debt MUST NOT INCREASE before closing on your home
- You remain in the income guidelines until you close on your home
- Pay a monthly mortgage for 20 years

## How do I apply for a Milledgeville/Baldwin Habitat House?

Please contact Habitat for Humanity Milledgeville/Baldwin at 478-453-9617, www.milledgevillehabitat.org or HomeFirst at (478) 219-3957 to learn more about homeownership programs in Milledgeville/Baldwin County.

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PO Box 605, Milledgeville, GA 31059

Dear Sir/Madam,

In order to complete the processing of your Habitat for Humanity application, please be advised the following documents and information are required.

Items to bring:
\$25.00 Money Order, Personal Check, or Cashier's check for Application Fee
Picture ID (Driver's license or State issued ID Card
Income Items Required:
Last two years' tax returns <b>and</b> W2's
One months of most recent pay stub from your current employer showing year-to-
date earnings and pay period
Verification and explanation of commissions, bonuses, overtime, child support
payments, and other income (SSI, Disability, Pension)
Bankruptcy petition, discharge, and written explanation of any bankruptcy
Final divorce or separation papers
Proof of legal guardianship of children living in home that you are not the parent
of
01
Condit Homes Described.
Credit Items Required:
Copy of Lease/Rental Agreement
Explanation letter for any slow pays, judgments, liens, defaults, foreclosures,
bankruptcies
Student Loan Agreement and/or Payment plan <b>(We must have documentation</b>
of amount of your monthly payments)
Other Items Required:
Most recent electric, gas, <b>and</b> water bills showing no delinquency
Most recent monthly bank statements
Wioot recent informing bank statements

Your application cannot be fully processed until the requested information is received. Delays in receipt of requested information may result in the expiration of your application. Other information may be requested during the processing of your application.

Please bring your **completed** application and **all** of the **supporting documents** with you to your Application Appointment.

Habitat for Humanity Milledgeville/Baldwin County P.O. BOX 605 Milledgeville, GA 31059 478-453-9617





# Application Habitat Homeownership Program

Number of years:

We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status or national origin.

Dear Applicant: Please complete this application for the Habitat for Humanity Milledgeville/Baldwin County homeownership program truthfully, completely and accurately. All information you include on this application will be maintained in accordance with our privacy policy. Type of credit ☐ I am applying for individual credit. ☐ I am applying for **joint credit**. Total number of borrowers: \_\_\_\_\_ ☐ Each borrower intends to apply for joint credit. Your initials: 1A. APPLICANT INFORMATION **Applicant** Co-applicant Applicant's name: Co-applicant's name: Alternative and former names: Alternative and former names: Social Security number \_\_\_\_\_ Social Security number \_\_\_\_\_ Home phone \_\_\_\_\_ Cell phone Cell phone Work phone \_\_\_ Work phone \_\_\_ Age\_\_\_\_\_ Date of birth \_\_\_\_\_ Age\_\_\_\_ Date of birth \_\_\_\_\_  $\square$  Married  $\square$  Separated  $\square$  Unmarried (single, divorced, widowed, civil union, ☐ Married ☐ Separated ☐ Unmarried (single, divorced, widowed, civil union, domestic partnership, registered reciprocal beneficiary relationship) (Fill out Section 14.) domestic partnership, registered reciprocal beneficiary relationship) (Fill out Section 14.) Dependents and others who will live with you: Dependents and others who will live with you (not listed by co-applicant): Name Male Female Name Age Male Female П Present address (street, city, state, ZIP code):  $\ \square$  Own  $\ \square$  Rent Present address (street, city, state, ZIP code): ☐ Own ☐ Rent

Number of years:

If you have lived at your present address for less than two years,	complete the following, for all addresses during the past two years:
Previous address(es) (street, city, state, ZIP code): ☐ Own ☐ Rent	Previous address(es) (street, city, state, ZIP code): ☐ Own ☐ Rent
Number of years:	Number of years:
FOR OFFICE USE ONLY — D	O NOT WRITE IN THIS SPACE
Date received:  Date of notice of incomplete application letter:  Date of adverse action letter:	Date of selection committee approval: Date of board approval: Date of partnership agreement:
<del> </del>	
1B. MILITAI	RY SERVICE
Did you (or your deceased spouse) serve, or are you currently serving, in the	United States Armed Forces?
(Army, Marine Corps, Navy, Air Force, Space Force, Coast Guard, Reserve of	or National Guard) 📋 Yes 🔲 No
If yes, check all that apply:	
□ Currently serving on active duty with projected expiration date of service □ Currently retired, discharged, or separated from service	:e/tour/ (mm/dd/yyyy)
☐ Only period of service was as a non-activated member of the Reserve	or National Guard
□ Surviving spouse	
Is anyone else in your household serving, or did they serve, in the United Sta	ites Armed Forces? ☐ Yes ☐ No
If yes, check all that apply:	
☐ Currently serving on active duty with projected expiration date of service	ce/tour/ (mm/dd/yyyy)
□ Currently retired, discharged, or separated from service	N. W 10 . 4
☐ Only period of service was as a non-activated member of the Reserve	or National Guard
2. WILLINGNES	S TO PARTNER
To be considered for the Habitat homeownership program, you and your household members must be willing to complete a certain number of "sweat equity" hours, which may include hours spent helping to build your	I AM WILLING TO COMPLETE THE REQUIRED SWEAT-EQUITY HOURS: Yes No
home and the homes of others, attending homeownership classes, and/or	Applicant □ □
other approved activities.	Co-applicant

3. PRESENT HOUSING CONDITIONS				
Currently, are you: ☐ Renting ☐ Rent-free ☐ Own Number of bedrooms (please circle): 1 2 3 4 5				
Other rooms in the place where you are currently living: ☐ Kitchen ☐ Bathroom ☐ Liv	ring room □ Dining Room Other (please describe):			
In the space below, describe the condition of the house or apartment where you live. Wh	y do you need a Habitat home?			
If you rent your current residence, please supply a copy of your lease and a copy of the most recent money order receipt, bank statement or canceled rent check to evidence rent payment.  Name, address and phone number of current landford:				
4. PROPERTY INFORMA	TION			
□ I do not own any real estate (move to Section 5).				
If you own your residence, what is your monthly mortgage payment (including taxes, insurance, etc.)?  \$/month Unpaid balance \$	Do you own land other than your residence?  ☐ No ☐ Yes Monthly payment (including taxes, insurance, etc.)  \$/month Unpaid balance \$			
Although this is not our usual practice, if you wish your property to be considered for build appraisal and information about any liens. <b>Note:</b> A separate approval process will apply unique and may not be suitable for building on through the Habitat program.				

5. EMPLOYMENT INFORMATION							
Applicant		Co-	applicant				
□ Does not apply.		□ Does not apply,					
Name and address of CURRENT employer:	Start date (mm/dd/yyyy):	Name and address of CURRENT employer:		· • [		Start date (mm/dd/yyyy):	
	Annual (gross) wages: \$			Annual (gross) wages: \$			
Type of business:	Business phone:	Type of business: Business		Business phone:			
If working at you	r current job less than on	e year, complete the following info	rmation.	_			
Name and address of <b>PREVIOUS</b> employer:	Years on this job:	Name and address of PREVIOUS employer: Years on this		Years on this job:			
	Monthly (gross) wages: \$			Monthly (gross) wages: \$			
Type of business:	Business phone:	Type of business: Business phone:		Business phone:			
☐ Check if you are the business owner or are self-employed. ☐ I have an ownership share of less than 25%. ☐ I have an ownership share of 25% or more,  Monthly Income (or loss) \$			applicants v provide add	OTE: Self-employed vill be required to ditional documents returns and financial			

6. MONTHLY INCOME						
Income source	Applicant	Co-applicant	Others in household	Total		
Salary/wages (gross)	\$	\$	\$	\$		
TANF	\$	\$	\$	\$		
Alimony	\$	\$	\$	\$		
Child support	\$	\$	\$	\$		
Social Security	\$	\$	\$	\$		
SSI	\$	\$	<b>\$</b>	\$		
Disability	\$	\$	\$	\$		
Housing voucher (e.g., Section 8)	\$	\$	\$	\$		
Unemployment benefits	\$	\$	\$	\$		
VA compensation	\$	\$	\$	\$		
Retirement (e.g., pension)	\$	\$	\$	\$		
Military entitlements	\$	\$	\$	\$		
Other:	\$	\$	\$	\$		
Total	\$	\$	\$	\$		

HOUSEHOLD MEMBERS WHOSE INCOME IS LISTED ABOVE						
Name	Income source	Monthly income	Date of birth			

7. SOURCE OF DOWN PAYMENT AND CLOSING COSTS			
Where will you get the money to make the down payment or pay for closing costs (for example, savings or gifts from family members or others; any grants for which you have or intend to apply)? If you borrow the money, whom will you borrow it from, and how will you pay it back?			
	9.44		

		8. ASSETS		<del></del>	
Type of asset and name of bank, savings and loan, credit union, retirement account, etc. (Do not include land here.)	Address	City, state	ZIP	Account number	Current balance/ value/vest ed amount (if applicable)
					\$
					\$
					\$
					\$
					\$
					\$
					\$

9. LIABILITIES — CREDIT CARDS, OTHER DEBTS AND LEASES THAT YOU OWE							
TO WHOM DO YOU OWE MONEY?	Applicant Co-applic			Co-applicant			
Account	Monthly payment	Unpaid balance	Months left to pay	Monthly payment	Unpaid balance	Months left to pay	
Auto loan	\$	\$		\$	\$		
Installment (e.g., boat, personal loan)	\$	\$		\$	\$		
Lease (e.g., furniture, appliances — includes rent-to-own)	\$	\$		\$	\$		
Alimony/separate maintenance	\$	\$		\$	\$		
Child support	\$	\$		\$	\$		
Revolving (e.g., credit cards)	\$	\$		\$	\$		
Student loan debt	\$	\$		\$	\$		
Open 30 days (balance paid monthly, e.g., travel card)	\$	\$		\$	\$		
Medical debt	\$	\$		\$	\$		
Other	\$	\$		\$	\$		
Other	\$	\$		\$	\$		
Total	\$	\$		\$	\$		

MONTHLY EXPENSES					
Account	Applicant	Co-applicant	Total		
Rent	\$	\$	\$		
Utilities (electricity, water, gas)	\$	\$	\$		
Insurance (rental, car, health, etc.)	\$	\$	\$		
Child care	\$	\$	\$		
Internet service	\$	\$	\$		
Cell phone	\$	\$	\$		
Telephone Landline	\$	\$	\$		
Business expenses	\$	\$	\$		
Union dues	\$	\$	\$		
ransportation expense (gas, bus pass, vehicle upkeep, etc.)	\$	\$	\$		
Food and essential supplies	\$	\$	\$		
Entertainment	\$	\$	\$		
Other	\$	\$	\$		
Other	\$	\$	\$		
Total	\$	\$	\$		

10. DECLARATIONS						
Please check the box beside the word that best answers the following questions for you and the co-applicant.	Applicant	Co-applicant				
a. Are there any outstanding judgments because of a court decision against you?	☐ Yes ☐ No	☐ Yes ☐ No				
b. Have you declared bankruptcy within the past seven years?  If YES, identify the type(s) of bankruptcy: □ Chapter 7 □ Chapter 11 □ Chapter 12 □ Chapter 13	☐ Yes ☐ No	☐ Yes ☐ No				
c. Have you had property foreclosed, or completed a pre-foreclosure sale, or short sale, or deed in lieu of foreclosure in the past seven years?	☐ Yes ☐ No	☐ Yes ☐ No				
d. Are you party to a lawsuit in which you potentially have any personal financial flability?	☐ Yes ☐ No	☐ Yes ☐ No				
e. Have you directly or indirectly been obligated on any loan that resulted in foreclosure, transfer of title in lieu of foreclosure, or judgment?	☐ Yes ☐ No	☐ Yes ☐ No				
f. Are you currently delinquent or in default on any federal debt or any other loan, mortgage financial obligation or loan guarantee?	☐ Yes ☐ No	☐ Yes ☐ No				
g. Are you a co-signer or guarantor on any debt of loan that is not disclosed on this application?	☐ Yes ☐ No	☐ Yes ☐ No				
h. Are you a U.S. citizen or permanent resident?	☐ Yes ☐ No	☐ Yes ☐ No				
Note: If you answered "yes" to any question a through g, or "no" to Question h, please explain on a separate piece of pa	per.					

11	. A	U.	ſΗC	)RIZA	TION.	AGREEMENT	AND RELEAS	Æ
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I understand that by filing this application, I am authorizing Habitat for Humanity Milledgeville/Baldwin County to evaluate my actual need for the Habitat homeownership program, my ability to repay an affordable loan and other expenses of homeownership, and my willingness to be a partner through sweat equity and otherwise according to Habitat for Humanity Milledgeville/Baldwin County policy.

I understand that the evaluation will include personal visits, a credit check and employment verification (if applicable). I have answered all the questions on this application truthfully and accurately, and if any of the information provided changes after I submit this application, I will supplement this application, as applicable. I understand that if I have not answered the questions truthfully, accurately or completely, or fail to supplement this application as necessary to maintain its accuracy and completeness, my application may be denied, and that even if I have already been selected to receive a Habitat home, I may be disqualified from the program and forfeit any rights or claims to a Habitat home. The original or a copy of this application will be retained by Habitat for HumanityMilledgeville/Baldwin County even if the application is not approved.

If this application is created as (or converted into) an "electronic application," I conse are defined in and governed by applicable federal and/or state electronic transaction electronic signature or (b) a written signature and agree that if a paper version of this be an electronic record, and the representation of my written signature on this applic	laws. I intend to sign and have signed this application either using my: (a) sapplication is converted into an electronic application, the application will
I also understand that Habitat for Humanity Milledgeville/Baldwin County screens all submitting myself to such an inquiry. I further understand that by completing this ap	
Applicant signature	Date
Co-applicant signature	Date
12. RIGHT TO RECEIVE CO	PY OF APPRAISAL
This is to notify you that if you qualify for the homeownership program and complete value of a home that you may be eligible to purchase, and we may charge you for the copy to you, even if the loan does not close.	the program requirements, we may order an appraisal to determine the

#### 13. DEMOGRAPHIC INFORMATION

#### PLEASE READ THIS STATEMENT BEFORE COMPLETING THE BOX BELOW:

The purpose of collecting this information is to help ensure that all applicants are treated fairly and that the housing needs of communities and neighborhoods are being fulfilled. For residential mortgage lending, Federal law requires that we ask applicants for their demographic information (ethnicity, sex and race) in order to monitor our compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to provide this information but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race." The law provides that we may not discriminate on the basis of this information or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, federal regulations require us to note your ethnicity, sex and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

Applicant	Co-applicant
Ethnicity (check one or more):	Ethnicity (check one or more):
☐ Hispanic or Latino	☐ Hispanic or Latino
☐ Mexican ☐ Puerto Rícan ☐ Cuban	☐ Mexican ☐ Puerto Rican ☐ Cuban
☐ Other Hispanic or Latino –  Origin:  For	☐ Other Hispanic or Latino –  Origin:  For
example: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.	example: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.
☐ Not Hispanic or Latino	☐ Not Hispanic or Latino
☐ I do not wish to provide this information	☐ I do not wish to provide this information
Sex:	Sex:
☐ Female ☐ Male ☐ I do not wish to provide this information	☐ Female ☐ Male ☐ I do not wish to provide this information
Race (check one or more):	Race (check one or more):
☐ American Indian or Alaska Native  Name of enrolled or principal tribe:	☐ American Indian or Alaska Native  Name of enrolled or principal tribe:
☐ Asian	☐ Asian
☐ Asian Indían ☐ Chinese ☐ Filipino	☐ Asian Indian ☐ Chinese ☐ Filipino
☐ Japanese ☐ Korean ☐ Vietnamese	☐ Japanese ☐ Korean ☐ Vietnamese
Other Asian — race: For example: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.	☐ Other Asian — race: For example: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.
☐ Black or African American	☐ Black or African American
☐ Native Hawaiian or Other Pacífic Islander	☐ Native Hawaiian or Other Pacific Islander
☐ Native Hawaiian ☐ Guamanian or Chamorro ☐ Samoan ☐ Other Pacific Islander — race:  For example: Fijian, Tongan, and so on.	☐ Native Hawailan ☐ Guamanian or Chamorro ☐ Samoan ☐ Other Pacific Islander — race: For example: Fijian, Tongan, and so on.
☐ White	☐ White
☐ I do not wish to provide this information	☐ I do not wish to provide this information

## **Equal Credit Opportunity Act Notice**

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status or age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that monitors compliance with this law concerning this company is the Federal Trade Commission, with offices at Southeast Federal Trade Commission, Atlanta GA or Federal Trade Commission, Equal Credit Opportunity, Washington, DC 20580.

You need not disclose income from alimony, child support or separate maintenance payment if you choose not to do so. However, because we operate a Special Purpose Credit Program, we may request and require, in order to determine an applicant's eligibility for the program and the affordable mortgage amount, information regarding the applicant's marital status; alimony, child support and separate maintenance income; and the spouse's financial resources.

Accordingly, if you receive income from these sources and do not provide this information with your application, your application will be considered incomplete, and we will be unable to invite you to participate in the Habitat program.

Applicant(s):	
Print name:	Date:
Print name:	Date: