

AHP Pre-approval Request

Effective January 1, 2021

Homebuyer/Owner Name:		
Address of Subject Property:		
County/State for Address:		FFIEC for Address Enclosed: <input type="checkbox"/>
Member Name:		
Sponsor Name:		
Project Number:		

Refer to the AHP Pre-approval Manual for acceptable forms of required documentation.

Required Documents:	Enclosed	N/A
1. The Sponsor certifies they have completed disbursement training. Yes No		
2. Homebuyer/owner information (all documentation must be dated in the same year): a. Executed and dated intake form or loan application b. Documentation of AHP-assisted household size, if not stated on the intake form or loan application c. Third-party verification for all income sources for all household members		
3. Completed General Information and Income Calculation pages from the FHLB Income and Affordability workbook.		
4. Evidence that household meets the following commitments made in the approved AHP application; all documentation must be dated in the same year, if applicable: a. First-time homebuyer b. Homeless household meeting the FHLB's definition c. Elderly household meeting the FHLB's definition d. Household with special needs meeting the FHLB's definition		
5. Anticipated mortgage information for all hard debt: a. Loan principal(s) b. Loan term(s) c. Interest rate(s) d. Amounts for other predetermined housing costs (insurance, taxes, HOA fees, etc.)		
6. Property location information: a. Is the property located in a Qualified Census Tract? Yes No b. Is the property located in a census tract with an Average Income Factor as approved in the application? Yes No		



Authorized Signatures and Contact Information:

The individual signing this request certifies that they are authorized to make such requests and representations contained herein on behalf of the project Sponsor identified and have read and understand the requirements for the program mentioned in the AHP Pre-Approval Manual. The Sponsor further certifies they have taken the steps necessary to determine that the information provided is true and accurate, they are not requesting reimbursement for costs that FHLB deems ineligible, and they understand that the FHLB of Cincinnati has a duty to invoke sanctions pursuant to the Federal Housing Finance Agency’s Affordable Housing Program regulation in the event of non-compliance with the terms of the approved AHP application and any subsequent modifications as approved by the FHLB of Cincinnati. Any changes to the project that may affect scoring criteria or feasibility must be reported to and approved by the FHLB.

As the project Sponsor, I hereby certify that our organization meets the project sponsor qualifications criteria established by the FHLB and has not engaged in, and is not engaging in, fraud, embezzlement, theft, conversion, forgery, bribery, perjury, making false statements or claims, tax evasion, obstruction of justice, or any similar offense, in each case in connection with a mortgage, mortgage business, mortgage securities or other lending product.(FHFA’s Suspended Counterparty Program regulation 12 CFR part 1227).

SPONSOR CONTACT:

Printed Name:	Phone Number:
Title:	E-mail:
Signature:	Date: