The Carol M. Peterson Housing Fund (CMPHF)



Presented by Jasmine Grant

This presentation may contain forward-looking statements that are subject to risks and uncertainties including, but not limited to, the effects of economic market conditions on demand for the FHLB's products, legislative or regulatory developments concerning the FHLB System, competitive forces and other risks detailed from time to time in the FHLB's filings with the Securities and Exchange Commission. The forward-looking statements speak as of the date made and are not guarantees of future performance. Actual results or developments may differ materially from the expectations expressed or implied in the forward-looking statements, and the FHLB undertakes no obligation to update any such statements.



Determining Income Agenda

- ◆ Background
- ◆ Program Overview
- ◆ Reserving Funds
- ◆ Disbursing Funds
- **♦** Online Forms
- ◆ Other Program Documents and Forms
- **♦** Contact Information



Background



FHLB System

- ◆ The 11 FHLBs are governmentsponsored enterprises (GSEs) organized as cooperatives under an act of Congress (Federal Home Loan Bank Act of 1932).
- ◆ FHLB serve the general public by providing readily available, low-cost funding to approximately 6,500 members, thereby increasing the availability of credit for residential mortgage lending and investment in housing and community development.
- ◆ FHLBs fund their operations principally through the sale of debt securities through the Office of Finance.

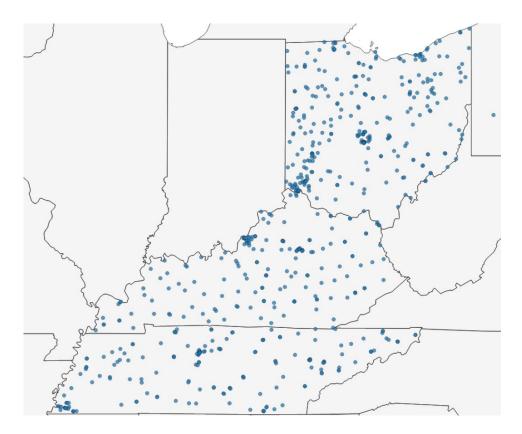




Fifth District at a Glance

FHLB members by state:

Ohio	299
Kentucky	157
Tennessee	154
Total	610





FHLB Cincinnati Mission

Provide our member-stockholders with financial services and a competitive return on their capital investment to help them facilitate and expand housing finance and community investment and achieve their objectives for liquidity and asset liability management through:

- ◆ Advances/Letters of Credit
- ◆ Mortgage Purchase Program
- ♦ Housing and Community Investment





Housing & Community Investment

The Housing & Community Investment (HCI) department administers the FHLB's housing and economic development programs.



HCI Mission

The primary mission of the Housing and Community Investment (HCI) Department is to support our Members' community investment efforts through the responsible investment of available funds in sustainable affordable housing and economic development activities benefiting low- and moderate-income households across the Fifth District.



Program Overview



CMPHF Overview

Provides grants between \$5,000 and \$20,000 to fund home repairs for low-income special needs and aged 60+ homeowners in Kentucky, Ohio, and Tennessee.



Funds Available

- ◆ Minimum \$5,000 per household.
- ◆ Maximum \$20,000 per household.
- ◆ \$750,000 per project.
- ◆ Members are limited \$1,000,000 in total funding.



Program Schedule

- ◆ Opens February 3 at 10:00AM EST.
- ◆ First-come, first-served.
- ◆ Closes December 15 at 5:00PM EST.



Effective for the 2025 CMPHF

Eligible repairs have been expanded to include <u>any</u> work items that may impact/impair the overall habitability of the home and not just emergency or accessibility repairs.

- ◆ This expansion of repairs is specific to the dwelling unit only unless otherwise approved.
- ◆ Allows for work such as tree trimming/removal, mold/lead based paint remediation and/or pest control.



Effective for the 2025 CMPHF

Eligible two-family units are allowed.

- ◆ A two-family unit that is housed under a single roof and where the second unit is either unoccupied or non-income producing is eligible for participation.
- ◆ The repairs are limited to the building exterior and/or the owner-occupied unit.



Effective for the 2025 CMPHF

Permissible Administrative fee increased to 15 percent of the total material and labor cost.

◆ This increase covers Sponsor costs such as job evaluation, technical assistance, project oversight, site preparation, travel time, mileage, inspection fees, etc., that are not allowable under labor costs.



CMPHF Program Reminders...

- ◆ If repairs are being completed to correct code violations, the citation must be submitted with the Reservation Request.
- ◆ The five-year retention mechanism is no longer required. However, the warranty deed must be submitted to show ownership of the property.
- ◆ The Reservation Request form requires the Sponsor to be selected from a dropdown list. New Sponsors must submit a Sponsor Capacity Form by 5pm EST on Wednesday, January 29th in order to be approved to participate in the program.



Member Eligibility

- ◆ All Members are eligible for participation in the program.
- May partner with more than one Sponsor.



Sponsor Eligibility

- ◆ Must have a CMPHF Sponsor Capacity Form on record.
- ◆ May only partner with one Member per program year.
- ◆ Must be a non-profit organization with a current 501 (c)(3) or (c)(4) designation from the IRS.
- ◆ Must have experience with analyzing income, determining special needs and/or aged 60+ status.
- Must have experience with rehab projects and improving habitability.



Sponsor Eligibility Continued

- ◆ Must show satisfactory performance with other FHLB programs.
- ◆ Must make appropriate determinations and maintain appropriate documentation.



Homeowner Eligibility

- ◆ Special needs or aged 60+ (60 years of age or older);
- ◆ Household income at or below 60 percent of the area median income based on the Mortgage Revenue Bond income limits; and,
- ◆ The applicant or a household occupant must have ownership interest in the property to be repaired.



Property Eligibility

- Primary residence;
- ◆ Located in Kentucky, Ohio, or Tennessee; and,
- ♦ Must be a single-family detached home, eligible two-family unit, or an qualified manufactured home.



Member's Role

- ◆ The Member is responsible for the following:
 - Submitting a Reservation Request;
 - ◆ Executing a Direct Subsidy Agreement;
 - Submitting a Funding Request; and,
 - ◆ Disbursing the funds to the Sponsor.

Note: In the event the funds are misused and repayment is required, the FHLB will seek repayment directly from the Sponsor, not the Member.

Sponsor's Role

- ◆ Completing the Sponsor Capacity Form (if required);
- ◆ Determining and documenting the household income;
- ◆ Determining and documenting the household meets the special needs or aged 60+ requirement;
- ◆ Determining repairs to be made and completing repairs;
- ◆ Completing the Pre-Rehabilitation and Post-Rehabilitation Inspection forms;



Sponsor's Role Continued

- ◆ Completing an Attachment A (Sources and Uses) that shows all projects costs and funding sources, not just the CMPHF costs;
- Maintaining and submitting invoices/receipts that correspond to charges listed on the Attachment A for the home repairs; and,
- Requesting the funds from the FHLB Member institution.



Eligible Uses...

CMPHF funds may still be used for Accessibility, Emergency and some Weatherization repairs such as...

- Adding grab bars and handrails
- Widening doors
- Altering cabinets
- Replacing fixtures, etc.
- Building ramps
- Repairing/replacing roofs, electrical systems, plumbing systems, septic systems, heating and air systems
- Structural repairs to floors or walls.
- Repairs to correct code violations if a copy of the citation is submitted

Ineligible Uses

- Paying for repairs already completed or materials purchased by the homeowner.
- Purchase of appliances, furniture, or tools.
- Landscaping and outdoor beautification of the property.



The Process



CMPHF Process



Homeowner contacts a Sponsor organization.



Sponsor determines eligibility and completes a Pre-Rehab inspection.



Sponsor sends documentation to a FHLB Member who then submits an online Reservation Request.



FHLB reviews the request and issues an approval letter. This process may take as long as two weeks.





Sponsor completes the rehab work and a Post-Rehab Inspection is signed.



Member disburses the funds to the Sponsor.



FHLB reviews the request and disburses the funds to the Member. This process may take as long as two weeks.



Sponsor sends documentation to a FHLB Member who then submits an online Funding Request.



Reserving Funds



- ◆ Funds will be reserved for specific homeowners with specific address information and reservations cannot be transferred to other homeowners or other properties.
- ◆ Members may reserve funds via the Carol M. Peterson Housing Fund link through the FHLB's Members Only portal available at www.fhlbcin.com.
- ◆ For assistance in accessing the "Members Only" portal, please contact the "Members Only" Administrator at your institution or contact the FHLB's Service Desk at 800-781-3090 (8:30AM-5:00 PM EST).



The following documentation must be uploaded as ONE attachment to the Reservation Request:

- Certification of Household Income Eligibility;
- ◆ Certification of Special Needs and/or Aged 60+;
- Citation for code violations (if applicable); and,
- Pre-Rehabilitation Inspection form.

Note: The requested amount should be a whole number with no cents between \$5,000 and \$20,000. If the repair estimates/costs include change, please round the final total for the CMPHF grant up.



- ◆ The FHLB will perform a preliminary review of the Reservation Request and the documentation submitted to determine eligibility of the homebuyer, availability of funds in the program, and availability of funds for the Member.
- ◆ If any of the information is insufficient, a Request for Additional Information form will be emailed to the Member contact. The requested information and/or documentation must be submitted within five business days or the request will be denied.



- ◆ FHLB approval letter will be emailed to Member and Sponsor contacts.
- ◆ Submission of the Reservation Request does not constitute a reservation of funds. Funds are only reserved upon written notification from the FHLB. The rehab work should not be completed prior to receiving a reservation approval or funds will not be disbursed.



Withdrawing a Request

- ◆ If a Reservation Request has been submitted and the funds are no longer required, the Member or Sponsor should send an email to cmphf@fhlbcin.com with the homeowner's name and ask that it be withdrawn.
- ◆ A withdrawal letter will be generated and emailed to both the Member and the Sponsor.
- ◆ The next status report will reflect this action.



Disbursing Funds



Disbursing Funds

- ◆ Funds cannot be disbursed until the Member executes and submits the Direct Subsidy Agreement (DSA). It will be sent to the Member contact when the first Reservation Request is received.
- ◆ A DSA signed by Members authorized to draw down fund from FHLB is required. A copy and/or electronic signatures are acceptable.
- ◆ Funds will be disbursed to the Member who will then provide the funds to the Sponsor.



Disbursing Funds

- ◆ Under no circumstances can the CMPHF grant be disbursed directly to the homeowner.
- ◆ To request the disbursement of funds, Members must complete a Funding Request via the Carol M. Peterson Housing Fund link through the FHLB's Members Only portal available at www.fhlbcin.com.
- ◆ For assistance in accessing the "Members Only" website, please contact the "Members Only" Administrator at your institution or contact the FHLB's Service Desk at 800-781-3090 (8:30–5:00 PM ET).



Disbursing Funds

The following documentation must be uploaded as ONE attachment to the Funding Request:

- Post-Rehabilitation Inspection form;
- ◆ Sources and Uses Statement (Attachment A); Note: The Funding Request total is based on the actual costs of the completed repairs and does not need to be a whole number.
- ◆ Invoices and/or receipts for all materials

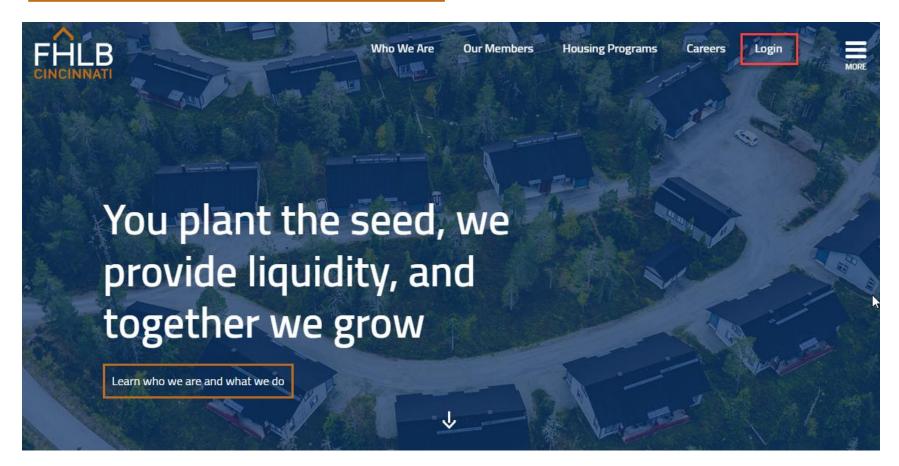
 Note: Invoices/receipts must identify the actual costs for repairs
 completed. Any discrepancies will be questioned, may require the
 submission of additional information/explanation and may not be
 funded.
- Warranty Deed for the subject property.



Online Forms

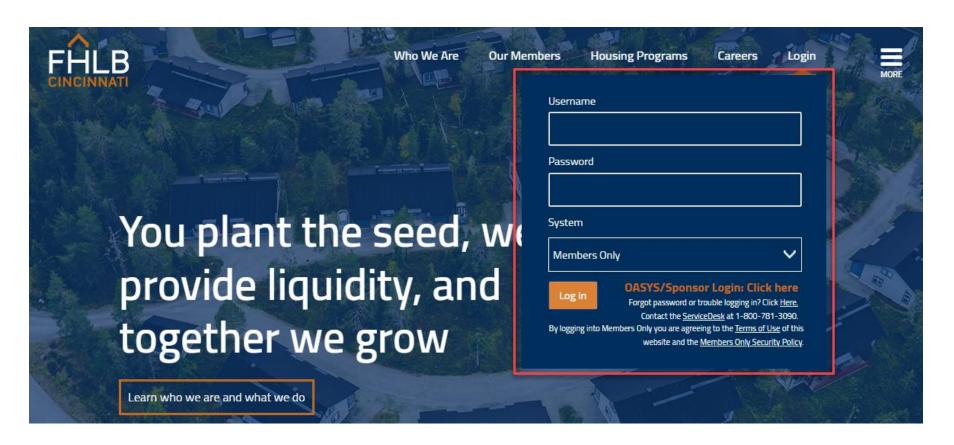


www.fhlbcin.com



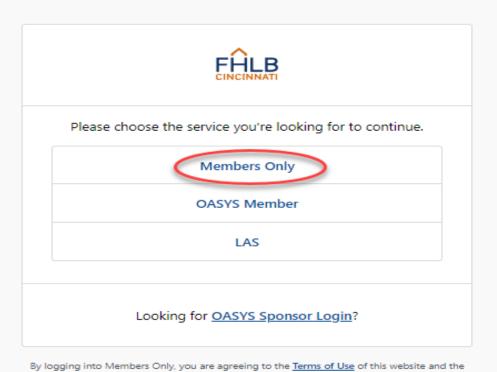


Members Only Login





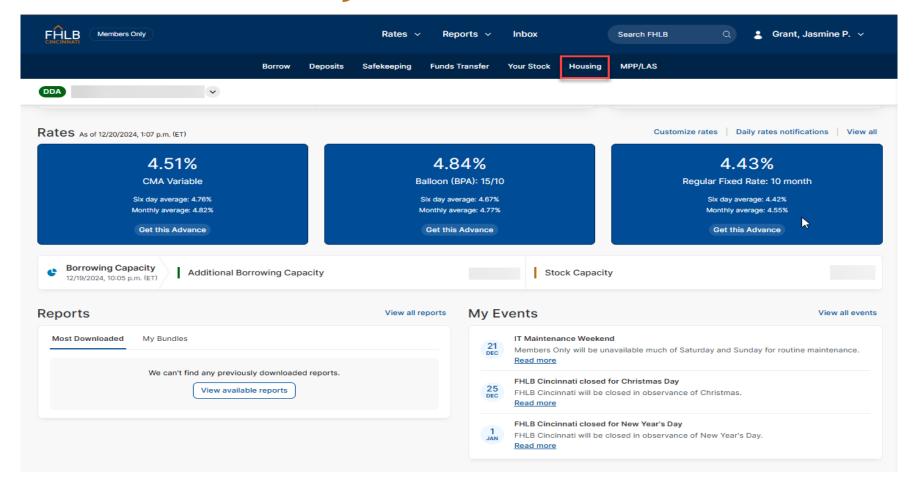
Members Only Login



Members Only Security Policy.

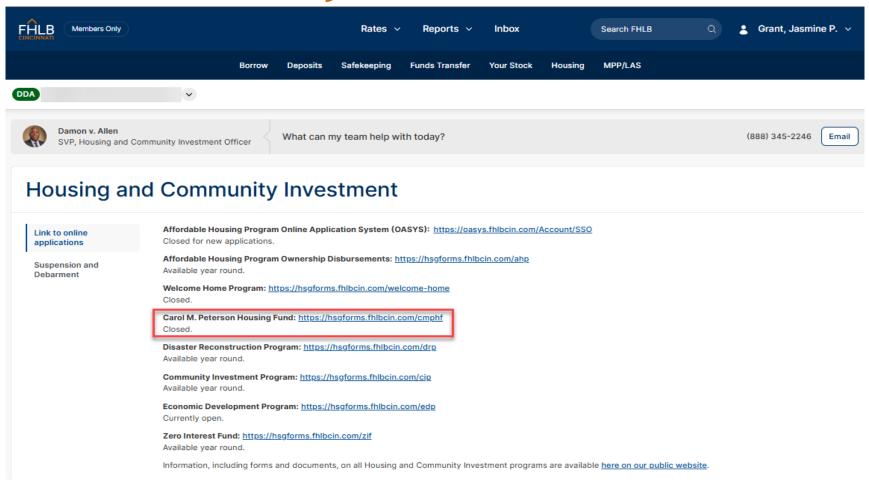


Members Only





Members Only





Identify your Institution



 ◆ Select your institution name from the list, if applicable.







MEMBERS ONLY CHANGE INSTITUTION HOUSING LINKS V



Main Menu

Reservation Request

Funding Request

Please select the type of request you wish to submit from the selections above.

Note: Please allow up to 24 hours for processing

Comments

A status of Submitted means your request has been completed online but has not been received in our database. It may take up to 24 hours to be received by the FHLB.

A status of Received means your request has been completed online and received in our database. This status does not constitute an approval of funds.

To learn about the Carol M. Peterson Housing Fund process and for complete program guidelines, reference the CMPHF Guide.

The following requests have been submitted for Bank in 2025:









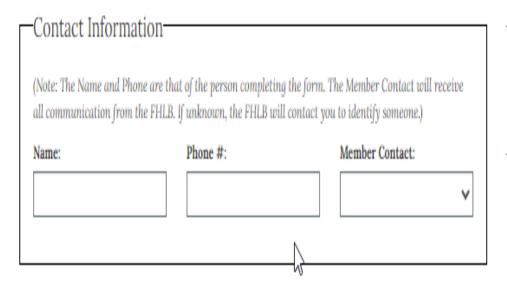
- Provide complete applicant names.
- ◆ Enter the household size, which must match the size indicated on the income certification.
- ◆ Enter the annual household income, which must match the amount shown on the income certification.
- ◆ Complete the property information section.





- ◆ The Sponsor must be selected from the dropdown list. This will autofill the Sponsor Information.
- Sponsors that have not completed a Sponsor Capacity
 Form will not be on the list and cannot submit.
- ◆ Enter the amount of grant being requested.





I have read and understand the statements above, and I am familiar with the requirements of the Carol M. Peterson Housing Fund.

□ Lagree

- Enter the name and phone number of the person actually completing the form.
- Choose the Member contact from the dropdown list. Choose Unknown if there is no list or you do not recognize the names.
- ◆ Check the box confirming you understand the statements above and that you are familiar with the program requirements.



-Required Documentation-

The following items must be uploaded and attached to this form:

- Certification of Household Income Eligibility;
- · Certification of Special Needs and/or Aged 60+; and
- · Pre-Rehabilitation Inspection form.

Please note: How-to

- * File will need to be re-selected if there are errors on the page.
- * Allowable file extensions: .pdf, .doc, .docx, .tif
- * Max file size: 20 MB
- * All documents must be included in one attachment and the attachment name cannot contain any illegal characters, such as & \$,\$,\$,\$,0, or!
- * Max number of files allowed: 1

Select files...

Submit

- ◆ All supporting documentation must be uploaded as one attachment.
- ◆ The form will not allow you to submit if there is no attachment.
- ◆ You will receive a red error message if all fields are not complete or the data entered is incorrect.
- ◆ If you receive an error message, fix the field where the error message is displayed, and upload the documents again.
- Click the Submit button.







Reservation Request

Main Menu

Your Carol M. Peterson Housing Fund request has been successfully submitted.

Please do not use the Back button or refresh the page, as this may cause your request to be submitted again.

Should you have any questions, please contact the Carol M. Peterson Housing Fund staff at 1-888-345-2246.

- ◆ You will receive this message if the request was successfully submitted.
- This does not constitute an approval of funds.
- Within 24 hours an email will be sent to the Member and Sponsor contact stating the request has been received.





MEMBERS ONLY CHANGE INSTITUTION HOUSING LINKS V



Main Menu

Reservation Request

Funding Request

Please select the type of request you wish to submit from the selections above.

Note: Please allow up to 24 hours for processing

Comments

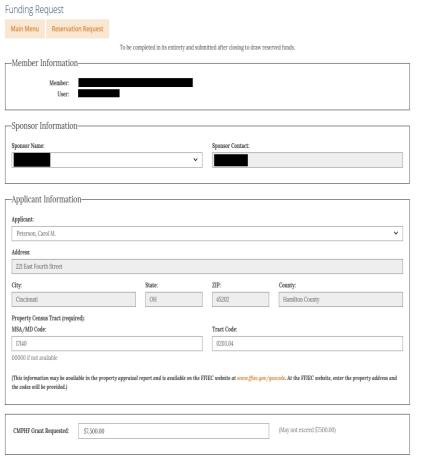
A status of Submitted means your request has been completed online but has not been received in our database. It may take up to 24 hours to be received by the FHLB.

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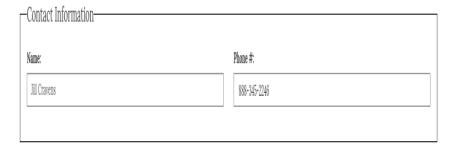




- Choose the Sponsor from the dropdown list.
- ◆ Choose the applicant from the dropdown list. (*If the reservation has not been approved, the name will not appear*).
- Complete the MSA and Tract Code fields.
- ◆ Enter the grant amount requested.(Cannot exceed the amount approved).



In order to receive a disbursement of funds, a Direct Subsidy Agreement signed by two persons authorized to borrow funds from the FHLB, is required. The FHLB forwarded this agreement at the time of approval of the first Reservation Request. This Agreement is required only once - prior to the initial draw down of funds.



I have read and understand the statements above, and I am familiar with the requirements of the Carol M. Peterson Housing Fund.
☑ lagree

- ◆ Enter the name and phone number of the person actually completing the form.
- ◆ Check the box that shows you understand the statements above and are familiar with the program requirements.





- All supporting documents must be uploaded as one attachment.
- ◆ The request cannot be submitted without an attachment.
- ◆ A copy of the deed is required but there is no longer a retention mechanism.
- ◆ If you receive an error message, fix the field where the error message is displayed, and upload the documents again.
- ♦ Click the Submit button





Housing Program Forms

2025 Carol M. Peterson Housing Fund Funding Request

Main Menu

Your Carol M. Peterson Housing Fund request has been successfully submitted.

Please do not use the Back button or refresh the page, as this may cause your request to be submitted again.

Should you have any questions, please contact the Carol M. Peterson Housing Fund staff at 1-888-345-2246.

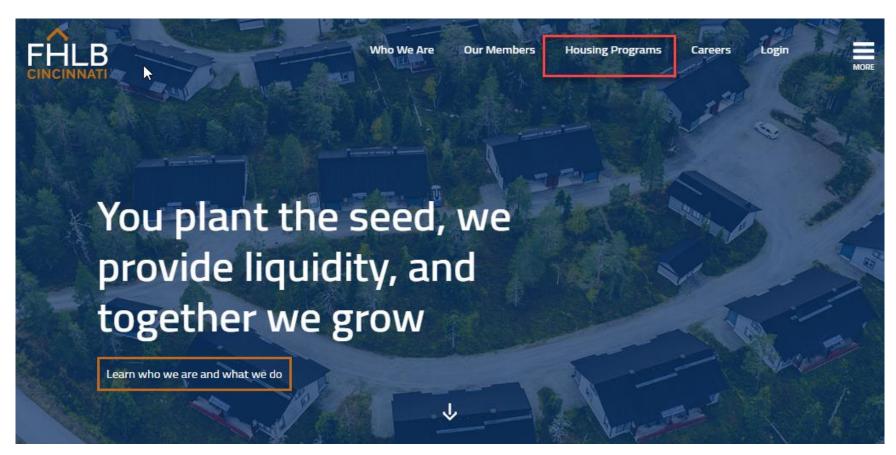
- ◆ You will receive this message if the request was successfully submitted.
- This does not constitute an approval of funds disbursement.
- Within 24 hours an email will be sent to the Member contact stating the request has been received.



Other Program Documents and Forms



www.fhlbcin.com





www.fhlbcin.com



Targeted Community Lending
Plan

Sponsor Directory

Recent Funding Awards

First-Time Users Guide

Affordable Housing Program

AHP is our largest initiative. Grants of up to \$1.5 million are awarded on a competitive basis and can fund both ownership and rental projects.



Disaster Reconstruction Program

Households affected by natural disasters can qualify for help with repairing, rebuilding or acquiring a new home through the DRP.



Zero Interest Fund

The ZIF provides zero-interest loans to promote housing and economic development, helping to fund upfront infrastructure costs.

Welcome Home Program

Welcome Home is our most widely used program, providing grants of up to \$25,000 for low- and moderate-income homebuyers.



Community Investment Cash Advances

The FHLB provides discounted Advances to support housing and economic development. These loans are available year round.

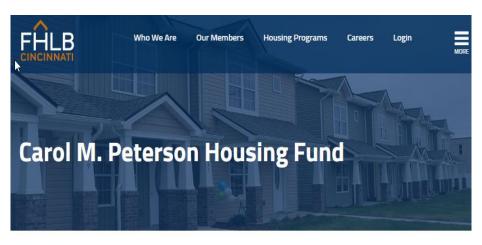


Carol M. Peterson Housing Fund

Special needs and elderly households in need of home repairs may receive up to \$20,000 through this fund.



Program Description



HOME > HOUSING PROGRAMS > CAROL M. PETERSON HOUSING FUND

HOUSING PROGRAMS

Affordable Housing Program

Welcome Home Program

Disaster Reconstruction Program

> Carol M. Peterson Housing Fund

Rise Up Program

Zero Interest Fund

This is only a brief overview of the Carol M. Peterson Housing Fund program. Complete details, limits, requirements, definitions and guidelines are contained in the 2025 CMPHF Guide.

What is the Carol M. Peterson Housing Fund?

Through the Carol M. Peterson Housing Fund (CMPHF), the FHLB provides grants from \$5,000 to \$20,000 per homeowner to fund rehabilitation and repairs for low-income special needs and elderly homeowners. The fund is named in honor of the former FHLB executive who spearheaded FHLB's affordable housing and community investment initiatives for more than two decades.

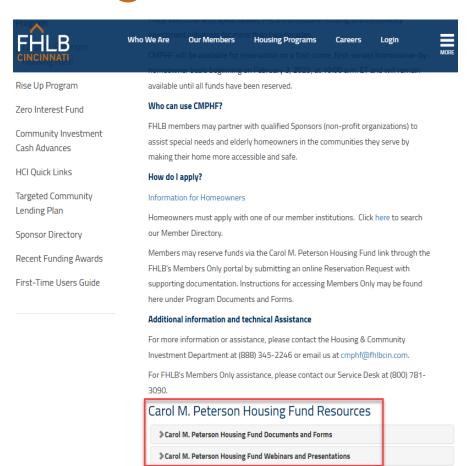
CMPHF will be available for reservation on a first-come, first-served homeowner-byhomeowner basis beginning on February 3, 2025, at 10:00 a.m. ET and will remain available until all funds have been reserved.

Who can use CMPHF?

- ◆ Abbreviated program description.
- Complete program
 information can be found
 in the CMPHF Program
 Guide.
- Scroll down to the bottom of the page to access the program documents and forms.



Program Documents and Forms



Carol M. Peterson Housing Fund Resources

▼Carol M. Peterson Housing Fund Documents and Forms

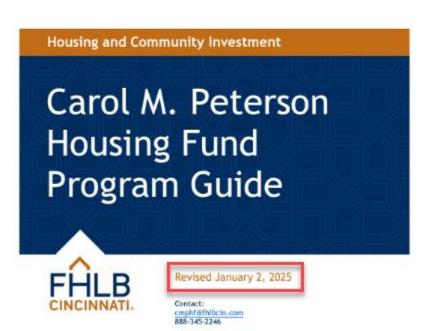
- CMPHF Program Guide [PDF]
- CMPHF Guide Summary of Changes [PDF]
- Certification of Income Eligibility with Instructions [PDF]
- Certification of Special Needs or 60+ [PDF]
- Example Sources and Uses when work is completed by a Contractor [PDF]
- Example Sources & Uses when work is completed by a Sponsor [PDF]
- Instructions for Accessing Members Only
- Income Limits [PDF]
- Pre-Rehabilitation Inspection Form [PDF]
- · Post-Rehabilitation Inspection Form [PDF]
- Subsidy Recapture Procedures
- Subsidy Payoff Request Form [PDF]
- Sample Release and Satisfaction [PDF]
- Sources & Uses (Attachment A and Labor Breakdown) [EXCEL]
- Sponsor Capacity Form [PDF]
- Information for Homeowners [PDF]

> Carol M. Peterson Housing Fund Webinars and Presentations



CMPHF Guide





- ◆ Complete resource for all program information.
- Provides

 instructions on how
 to complete the
 program forms.



CMPHF Guide Summary of Changes



Carol M. Peterson Housing Fund (CMPHF) Summary of Changes for 2025 Program Guide



The following lists changes for the 2025 Carol M. Peterson Housing Fund (CMPHF) Program Guide. The section and item(s) changed are emphasized in **bold** print. Please see a complete copy of the 2025 Carol M. Peterson Housing Fund Program Guide available on the FHLB website for all changes and detailed program requirements.

Schedule for the Carol M. Peterson Housing Fund

Funds will be available for reservation beginning at 10am EST on February 3, 2025.

Member Eligibility

- Within the availability of funds, all Members are eligible to receive up to \$1,000,000 of the available CMPHF funds.
- Each project (member/sponsor pairing) is limited to a maximum of \$750,000.

Property Eligibility

- Must be a single-family detached home, eligible two-family unit, or qualified manufactured home. This
 year for CMPHF an eligible two-family unit that is housed under a single roof and where the second
 unit is either unoccupied or non-income producing is eligible for participation for repairs to the
 building exterior and/or the owner-occupied unit.
- · For CMPHF eligibility purposes, a single section manufactured home must be Energy Star certified.

Eligible Uses of Funds

- CMPHF funds may be used to fund reasonable rehab repairs related to the maintenance and
 upkeep of the dwelling unit, not just emergency or accessibility repairs.
 Note: Identified repairs will be thoroughly screened to ensure that they are for repair items that may
 impact/impair the overall habitability of the home. Additionally, invoices and receipts will be thoroughly
 reviewed to ensure that they accurately reflect the cost of repairs/work completed.
- A portion of the funds awarded may be used to pay an administration fee to the Sponsor (not to exceed 15 percent of the total costs of work completed and documented).

Disbursing CMPHF Funds

Funding Requests must be submitted by 5pm EST on December 15, 2025 or the request will be denied.

ponsor Capacity Forn

The properly completed Sponsor Capacity Form must be submitted at least two business days (5pm EST on January 29, 2025) before the CMPHF opens to Reservation Requests.

Sources and Uses Statement (Attachment A & Labor Breakdown)

- . The administrative costs cannot exceed 15 percent of the total material and labor cost.
- Job evaluation, technical assistance, project oversight, site preparation, travel time, mileage inspection
 fees, etc., should not be included as they are not allowable labor costs.
 Note: Consideration for these costs has been included in the increased administration fee.

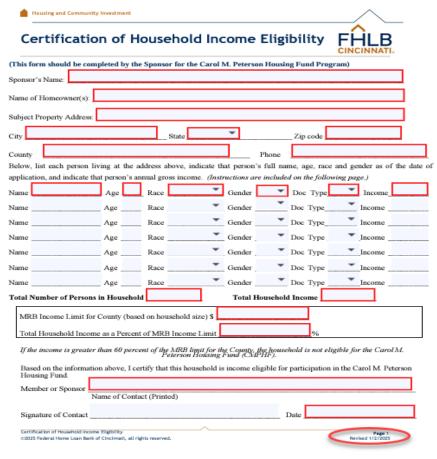
Pre-Rehabilitation Inspection Form & Post Rehabilitation Inspection Form

 The form must be completed by a certified/licensed inspector or someone approved by FHLB Cincinnati based on their experience and work history.

- One page snapshot
 of the changes made
 to the CMPHF
 Program Guide.
- Not intended as a replacement for the 2025 CMPHF Program Guide.



Certification of Household Income Eligibility



- ◆ Updated form is now a fillable PDF. Information is required for boxes outline in RED.
- This form should be completed and signed by the Sponsor.
- ◆ Do not send us the actual income documents used to complete this form.

Certification of Household Income Eligibility Instructions



Instructions for Determining Household Income

Defining the Household

All persons living in the house should be listed on the "Certification of Household Income Eligibility" (attach additional pages if necessary). Use the best applicable selections from the dropdown menu to enter the "Race" and "Gender" information.

Determining Income

All income for all individuals age 18 and over must be shown. Also include any benefit income received on behalf of a minor child (i.e., SS/SSI, Child Support, etc.) If an individual is <u>under</u> age 18 and/or if an individual receives no income, income shown as "0."

Use abbreviations in the dropdown menu to enter the "Doc Type." Documentation must be dated the current year. Section VII of the FHLB's Determining Income Eligibility provides guidance on calculating total household income using the following acceptable documents:

PAY- Two most recent consecutive pay stubs

VOE- Verification of Employment

SS/SSI/VA- Social Security, Supplemental Security Income or Veterans Administration benefits award letter or payment history from the Social Security Administration or other government/authorizing agency

TAX- Two years' most recent complete, signed federal tax returns

W2- Previous years' W-2s

ANNY/PEN- Annuity or pension award letter or two consecutive bank statements verifying payments received from annuities, pensions, insurance policies, assets, etc.

AL/CS- Alimony or child support agency printout, case documents, court order, divorce decree, or notarized statement from paver to pavee

RENT- Copy of appraisal or current lease for any rental property owned

UNEMP/COMP- Benefit notification letter from authorizing agency for unemployment compensation, worker's compensation, or disability income (other than SSI)

After all persons and incomes have been entered, add the incomes for all persons and show that amount as "Total Household Income."

Determining Household Income Eligibility

The MRB Income Limits for each county in KY, OH, and TN are posted on the FHLB Cincinnati's website. Separate income limits apply to households of "1-2 persons" versus households of "3+ persons."

Enter the appropriate "MRB Income Limit" based on the state and county of residence and household size.

Divide the "Total Household Income" by the "MRB Income Limit" to determine the percentage. If the percentage calculated is greater than 60.00 percent, the household is not eligible for the CMPHF program.

Total Household Income

MRB Income Limit = Percentage (if greater than 0.60, household is not eligible for CMPHF)

◆ The instructions explain all acceptable types of income verification.

 Consult Section VII of the Income Eligibility
 Guide if not sure how to calculate the income.



Certification of Household Income Eligibility
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Certification of Special Needs and/or Aged 60+





Carol M. Peterson Housing Fund Instructions for Certifying Special Needs and/or Aged 60+

This program is intended only for persons with special needs, as defined by the FHLB Cincinnati, or who are 60 years of age or older). No prior approval from the FHLB is required. While the FHLB is willing to discuss specific homeowners or other persons, or specific is sinations, it the FHLB's intentation to rely on the reasonable determinations made by the Sponsor. Below is the FHLB's definition of special needs and/or aged 60+. At least one member of the household must meet one of these definitions or the household will not be eligible.

- "Physically disabled" means any person: a) With a physical impairment which results in substantial functional
 limitations and who is receiving disability benefits from federal or state government; or b) Who is deemed
 physically disabled by a licensed physician who attests that by reason of this impairment is unable to perform
 life roles in at least one of the major domains of living, working, learning, or socializing.
- 2. "Mentally disabled" means any person: a) Who is diagnosed with a psychiatric disorder and who is receiving disability benefits from federal or state government; or b) Who is deemed to have a comparable long-term mentally disabling condition by a qualified professional, such as a licensed psychiatrist, psychologist, or clinical social worker, who attests that by reason of this impairment is unable to perform life roles in at least one of the major domains of living, working, learning, or socializing.
- 3. "Developmentally disabled" means any person: a) With a severe chronic developmental disability who has been diagnosed with mental retardation and who is receiving disability benefits from federal or state government; or b) Who is deemed developmentally disabled by a licensed physician who attests that by reason of this impairment is unable to perform life roles in at least one of the major domains of living, working, learning, or socializing.
- 4. "Co-occurring disabled" means any person: a) Diagnosed as having both a psychiatric disorder as well as a substance abuse/dependency (co-occurring) and who is receiving disability benefits from federal or state government; or b) Who is deemed to have a comparable long-term co-occurring condition by a licensed psychiatrist, psychologist, or clinical social worker, who attests that by reason of this impairment is unable to perform life roles in at least one of the major domains of living, working, learning, or socializing.
- "Physically or emotionally abused" means any person who is or will be residing in a place protecting such person from such physical or emotional abuse.
- "Chemically dependent" means any person with a history of substance abuse/dependency who is receiving treatment for the abuse/dependency from a licensed physician, psychiatrist, psychologist, or clinical social worker, or who is receiving treatment in a recognized therapeutic program.
- "Aging out of Foster Care" refers to any person within a state foster care system, orphanage, or other residential facility.
- For the purpose of the Carol M. Peterson Housing Fund, an individual is considered eligible if they are 60 years of age or older.

Certification of Special Heads and/or Aged80+ 62025 Federal Home Loan Bank of Cincinnati, all rights reserved

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Income Limits



2025 Income Limits

Use the 60% limits for the Carol M. Peterson Housing Fund Program

Kentucky

	100% limits			60% limits			
County	1-2	1-2 Persons		+ Persons	1-2 Persons	3 + Persons	
Adair	\$	80,800	\$	92,920	\$ 47,160	\$	54,234
Allen	\$	86,160	\$	100,520	\$ 51,696	\$	60,312
Anderson	\$	91,345	\$	105,047	\$ 54,807	\$	63,028
Ballard	\$	88,440	\$	103,180	\$ 53,064	\$	61,908
Barren	\$	80,800	\$	92,920	\$ 48,480	\$	55,752
Bath	\$	96,960	\$	113,120	\$ 58,176	\$	67,872
Bell	\$	96,960	\$	113,120	\$ 58,176	\$	67,872
Boone	\$	104,800	\$	120,520	\$ 62,880	\$	72,312
Bourbon	\$	95,200	\$	109,480	\$ 57,120	\$	65,688
Boyd	\$	85,560	\$	99,820	\$ 51,336	\$	59,892
Boyle	\$	88,800	\$	103,600	\$ 53,280	\$	62,160
Bracken	\$	104,800	\$	120,520	\$ 62,880	\$	72,312
Breathitt	\$	96,960	\$	113,120	\$ 58,176	\$	67,872
Breckinridge	\$	84,360	\$	98,420	\$ 50,616	\$	59,052
Bullitt	\$	96,400	\$	110,860	\$ 57,840	\$	66,516
Butler	\$	80,800	\$	93,940	\$ 48,480	\$	56,364
Caldwell	\$	80,800	\$	93,660	\$ 48,480	\$	56,196
Calloway	\$	90,720	\$	105,840	\$ 54,432	\$	63,504
Campbell	\$	104,800	\$	120,520	\$ 62,880	\$	72,312
Carlisle	\$	84,360	\$	98,420	\$ 50,616	\$	59,052

- ◆ The last two columns are the CMPHF limits.
- ◆ The income limits
 will not be changed
 even if the state
 housing finance
 agencies change their
 limits during the year.



Pre-Rehabilitation Inspection

Housing and Community Investment					
Pre-Rehabilitation Inspection Form January 2, 2025				FH	LB NNATI.
Member Name:					
Homeowner Name(s):					
Property Address:	Street	City	State	Zip Code	
County:					
Single-Family Dwelling?	Yes .		No _		
Manufactured Home?	Yes		No _		
Sponsor Name:					
Sponsor Primary Contact:				Phone:	
Email Address:					
possible. Doors					
Doors					
•	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance	Specific	ations	Unit Costs	Quantity	Cost of Work
Description Front Entrance Rear Entrance	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior	Specific	ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other		ations	Unit Costs	Quantity	Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Cond	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other			Unit Costs Unit Costs	Quantity	Cost of Work Cost of Work
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Condi	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Condi	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Conditioner Furnace and Air Conditioner Air Conditioner only	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Conditioner Furnace and Air Conditioner Air Conditioner only Condensor only	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Cond Description Furnace and Air Conditioner Air Conditioner only Condensor only Furnace only	itioning				
Doors Description Front Entrance Rear Entrance Interior Hardware Widen Exterior Widen Interior Other Heating, Ventilation, and Air Cond Description Furnace and Air Conditioner Air Conditioner only Condensor only Furnace only Ductwork	itioning				

- Page three asks for an explanation of how the rehab work meets the program guidelines.
- We prefer inspectors be licensed but it is not mandatory. An experienced contractor can do the inspections as long as they are not completing the work too.
- ◆ Be sure the homeowner, inspector, and Sponsor initial and sign this form.

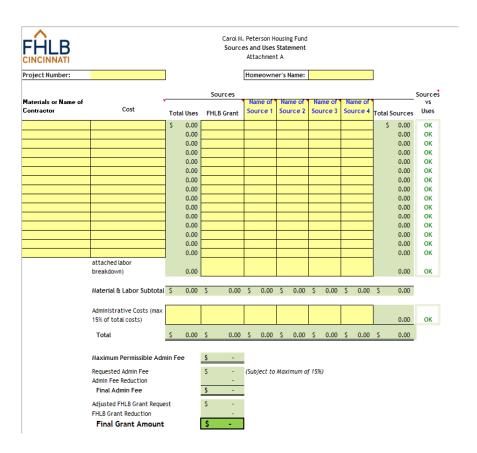
Post-Rehabilitation Inspection

Housing and Community Investment			
Post-Rehabilitation Inspe Carol M. Peterson Housing Fund			FHLB
Member Name:	Project N	Tumber:	
Homeowner Name(s):			
Property Address: Street	City	Stat	te Zip Code
Sponsor Name:	City	Stat	e Zip code
Sponsor Primary Contact:]	Phone Number:	
Email Address:			
Inspector's Name:	1	Phone Number:	
Company Name:			
satisfactory and workmanlike manner. Homeowner, S described in the Pre-Rehabilitation Inspection, (includant has been completed. Homeowner(s): Signature(s) Sponsor:			d by the Homeowner Date
Signature			Date
Inspector: Signature			Date
Description of Work Completed: Please briefly detail the following in the space below the Pre-Inspection report) in the scope of work complete.		completed; and, 2) Any changes (from

- ◆ In the Description of Work Completed section, you must describe the work actually completed, any changes to the original scope of work, and how the work completed meets the program guidelines.
- No funds will be disbursed unless this form is completed in its entirety.



Attachment A Sources and Uses of Funds



- Enter the sources and uses for the entire project.
- ◆ Do not complete the Labor Breakdown if all work was completed by a contractor.
- ◆ Do not submit receipts to support a contractor's invoice.
- ◆ If the last column shows "OK" all the way down, the sources and uses balance.
- ◆ This workbook must be converted to a pdf before uploading it with the Funding Request.

Sponsor Capacity Form

Housing and Community Investment
Carol M. Peterson Housing Fund Sponsor Capacity Form FHLB CINCINNATI.
(This form must be submitted at least two business days before the Carol M. Peterson Housing Fund opening date.)
Sponsor Organization Name:
Sponsor Contact Name: Title:
Mailing Address:
Phone number: Email Address:
Please provide the information requested below and include sufficient detail to demonstrate your qualifications and experience.
 Attach a copy of your organization's "IRS Documentation of Status" letter. The letter should refer to the organization identified as the Sponsor for this application and should not have expired.
Identify the FHLB Member with which you will be partnering. Include the contact person's name and email address.
Describe how you will identify and verify income eligible households.
Sponsor Capacity Form Sponsor Capacity Form Revised 1727/0023 Revised 1727/0023

- No longer required for previously approved Sponsors.
- Must be submitted by
 5pm EST on January 29,
 2025.



Information for Homeowners



Carol M. Peterson Housing Fund Information for Homeowners



The Federal Home Loan Bank of Cincinnati (FHLB) offers grants between \$5,000 - \$20,000 to fund rehabilitation repairs for low-income special needs and aged 60+ homeowners through the Carol M. Peterson Housing Fund.

Who are Eligible Homeowners?

A homeowner would be eligible if all of the following are met:

- At least one person in the household meets the FHLB Cincinnati's definitions of special needs or aged 60+ (60 years of age or older); and,
- The total household income for all occupants in the home is at or below 60 percent of the Mortgage Revenue Bond (MRB) limit for the county and state where the property is located.

What is an Eligible Property?

A property would be eligible if all of the following are met:

- At least one of the property owners of record is an applicant for the grant;
- The property is the owner's primary residence;
- The property is located in Kentucky, Ohio or Tennessee; and,
- The property is a single family detached home, eligible two-unit, or qualified manufactured home.
 (Manufactured homes may be eligible if they are taxed as real estate and affixed to a permanent foundation).

How Do I Apply?

For more information, homeowners should contact a FHLB Cincinnati Member financial institution or a Sponsor. A list of Members is available at https://www.hlbbcin.com/who-we-are/member-directory/ and a list of Sponsors is available at https://www.hlbcin.com/housing-programs/sponsor-directory/.

The Process



 This flyer explains the process for homeowners.

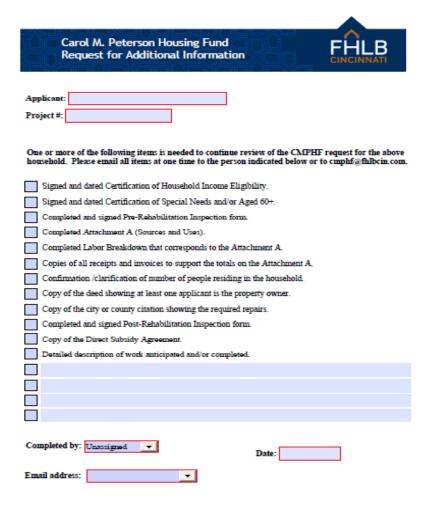
 It contains links for homeowners to search for Members or Sponsors in their area.







Request for Additional Information



- This form will be emailed to the Member and Sponsor contact.
- Do not fax documents to us.
- Must respond within five business days if items required pertain to the reservation request.

Reservation Approval Letter



221 East Fourth Street Suite 600 Cincinnati, OH 45202 T (513) 852-7500 F (513) 852-7600

February 03, 2025

Ms. Bea A. Baker The Best Bank 1111 East Easy Street Suite 007 Anytown, OH 45200

RE: Project No.: 202415-0000 - Johnson, Barbara 221 North Fourth Street, Cincinnati, OH 45202

Dear Ms. Baker,

The FHLB has approved your Carol M. Peterson Housing Fund Reservation Request for the above referenced homeowner in the amount of \$20,000.00.

Funds will be disbursed upon proof of work completion and documentation of all costs. This approval is not transferable to other properties or to other homeowners. If the funds have not been drawn by 12/15/2025, the reservation will be cancelled.

After all work is completed, a Funding Request must be submitted in order to draw funds. The Funding Request should indicate the total amount of Carol M. Peterson Housing Fund grant funds requested, which may include a ten percent administrative fee. A Post-Rehabilitation Inspection, Attachment A (Sources and Uses) with corresponding invoices and receipts, and a copy of the deed showing the applicant(s) owns the home must also be submitted.

Please review all of the Carol M. Peterson Housing Fund requirements in the 2025 Carol M. Peterson Housing Fund Guide posted at www.fhlbcin.com.

If you have any further questions, please contact me at 888-345-2246.

Regards,

Damon v. Allen Senior Vice President

JРG

- Once we have approved a request, the assigned contact(s) will receive this approval letter.
- ◆ The repairs can be completed as soon as this letter is received.



Status Report



Carol M. Peterson Housing Fund Status by Project As of 10/31/2025

Project # Member Name Member Location	Date Requested	Homebuyer	Amount Requested	Preliminary Appr Date	Fund Rqst Rec'd Date	Information Requested Date	Disbursement Date	Amount Disbursed	Denial Date	Withdrawal Date
202515-0000										
The Best Bank										
Anytown, OH										
	2/3/2025	Richards, Rita	\$17,500.00	2/6/2025				\$0.00		
	2/3/2025	McHenry, Ivy	\$20,000.00	2/3/2025	9/23/2025		9/23/2025	\$20,000.00		
	2/3/2025	Blake, Louise	\$10,500.00	2/6/2025	10/5/2025		10/11/2025	\$10,500.00		
	2/3/2025	Wooden, Edward	\$15,500.00	2/6/2025				\$0.00		8/29/2025
	2/3/2025	Stephenson, Fred & Stephenson, Kate	\$20,000.00	2/6/2025	10/24/2025		10/25/2025	\$20,000.00		
	2/3/2025	Mann, Annie	\$20,000.00					\$0.00		2/2/2025
	2/3/2025	Swaggard, Regie & Swaggard, Toni	\$ 8,000.00	2/8/2025	10/24/2025		10/25/2025	\$8,000.00		
	2/3/2025	Watts, Bonnie & Watts, Myrtle	\$20,000.00					\$0.00	2/7/2025	
	2/3/2025	King, Elen	\$20,000.00					\$0.00	2/7/2025	
	2/1/2025	Ghent, Oprah & Ghent, Damiel	\$20,000.00					\$0.00	2/7/2025	
otal for Project # 202515-0000 (10 requests)			\$171,500.00					\$58,500.00		
Maximum F	imds Available		\$200,000,00			Net Funds Requ	nected	\$76,000.00		
Funds Requested		\$171.500.00	\$200,000.00			Less Disbursen		(\$58,500.00)		
Less Requests Denied		(\$60,000.00)				Remaining Fun		\$17,500.00		
Less Requests Withdrawn (\$35,500.00)					- Comming - Com	as a transfer	\$17,500.00			
	bligations	(\$0.00)								
Net Funds R		(\$0.00)	(\$76,000.00)							
Unrequested Funds		\$124,000.00								

♦ This report is emailed to the Member contact on the last business day of the month but only until the project is complete and closed.

♦ Shows the amount requested, the status of all requests, and the amount disbursed.





Frequently Asked Questions (FAQs)



What is an eligible two-family property?

- Two units contained within the one building structure and under the same roof.
- Typically not a side-by-side or duplex.



Examples of eligible Two Family units









Examples of ineligible Two Family units









What are the reasons that my Request would not be funded?

- No legal proof that the homeowner or other household occupant has ownership interest in the subject property.
- Failure to complete the rehabilitation repairs prior to the official closing of the program at 5pm EST on December 15, 2025.
- Failure to submit the necessary Funding documents prior to the official closing of the program at 5pm EST on December 15, 2025.

Other FAQs

- ◆ How often are Sponsor organizations required to submit the Sponsor Capacity form?
- ◆ Can a qualified staff person conduct the Pre-Inspection?
- ◆ How do we prove that our staff person is a qualified inspector?
- ◆ Can the same inspector complete the Pre & Post rehab Inspection reports?
- ◆ Are emergency/accessibility repairs still acceptable for CMPHF?
- ◆ Does the person identified as the property owner (as evidenced by the deed) have to be the household member that is aged 60+ or special needs?



Answers to FAQs

- 1. All Sponsors new to the Program will have to submit a Sponsor Capacity form. Previous participants (within the last 5 years) are not required to submit a new capacity form, unless significant organizational details have changed.
- 2. Yes, if you have a licensed or qualified person on staff then they may conduct the pre-inspection.
- 3. You may submit the staff person's license or resume to prove that they are qualified.
- 4. Yes, if the inspector is a third-party that is unrelated to the Sponsor and/or Contractor completing the work.
- 5. Yes, repairs that meet an emergency or accessibility need are still eligible for CMPHF.
- 6. No, as long as the person owning the property is a household occupant, the person qualifying as either elderly or special needs only has to be an occupant also.

Contact Information



CMPHF Program Contacts

Staff Name and Title	Phone Number	Email Address					
Jodi Pendleton Housing Financial Analyst II	513-852-7602	pendletonjm@fhlbcin.com					
Jasmine Grant Housing Financial Analyst II	513-852-7617	grantjp@fhlbcin.com					
Kristina Jordan Housing Financial Analyst I	513-852-7609	jordankl@fhlbcin.com					
Shomar Holley Housing Financial Analyst I	513-852-5524	holleys@fhlbcin.com					
Jill Cravens HCI Officer	513-852-7550	cravensja@fhlbcin.com					
Dawn Grace Vice President	513-852-7613	gracede@fhlbcin.com					
Service Desk (for technical issues only)							
	800-781-3090						



Contact us

FHLB Cincinnati

P.O. Box 598 Cincinnati, OH 45201-0598

Toll free: (888) 345-2246

Email: cmphf@fhlbcin.com

www.fhlbcin.com



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www.linkedin.com/company/ federal-home-loan-bank-of-cincinnati



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Let's celebrate together!

We encourage all FHLB members and housing sponsors to notify us of plans to celebrate or recognize any FHLB funded housing or community investment project. The FHLB is often available to participate and to offer public relations assistance for community events such as ribbon cuttings, groundbreakings, and dedications. Please contact FHLB Public Affairs at publicaffairs@fhlbcin.com.









Thank You

