

# Disaster Reconstruction Program



Presented by Kristina Jordan

*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.*

# DRP Webinar Agenda

- ◆ Background
- ◆ Program Overview
- ◆ Reserving Funds
- ◆ Acquisition/New Construction Projects
- ◆ Rehabilitation Projects
- ◆ Program Forms
- ◆ Program Forms in Members Only

# Background

# FHLB System

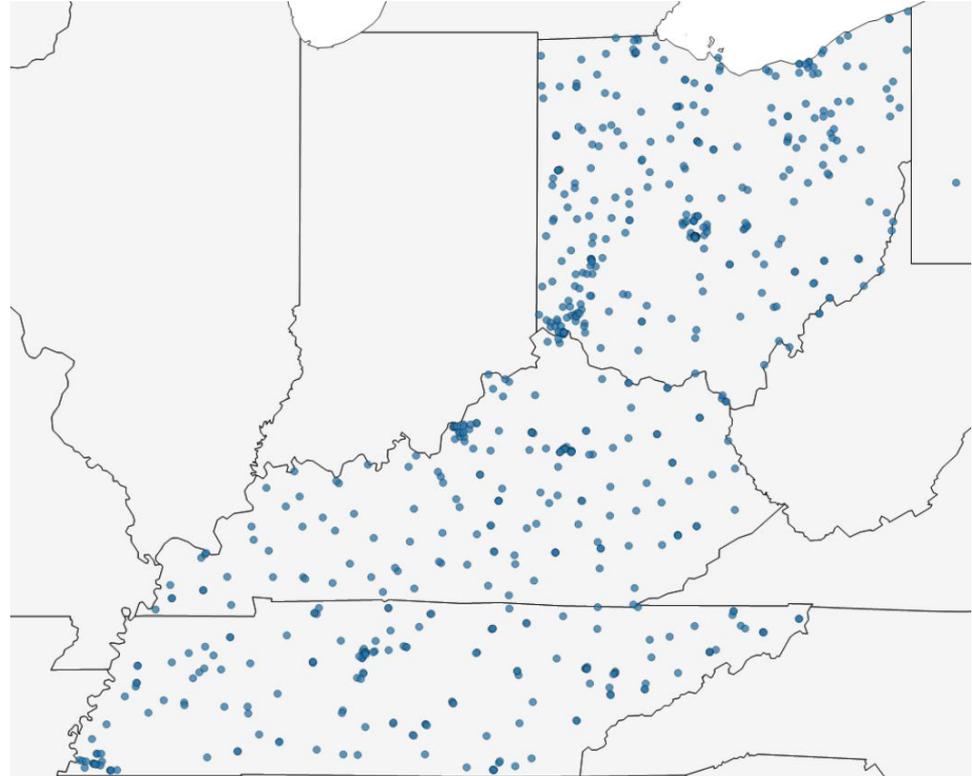
- ◆ The 11 FHLBs are government-sponsored enterprises (GSEs) organized as cooperatives under an act of Congress (Federal Home Loan Bank Act of 1932).
- ◆ FHLB serve the general public by providing readily available, low-cost funding to approximately 6,500 members, thereby increasing the availability 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	295
Kentucky	155
Tennessee	149
Total	599



*Presentation data is as of 12/31/2025.*

# 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
- ◆ Affordable Housing Program
- ◆ Community Investment



# Housing & Community Investment

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

# HCI Mission Statement

The primary mission of the Housing and Community Investment 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

# Program Overview

- ◆ The Federal Home Loan Bank of Cincinnati's (FHLB Cincinnati) Board of Directors established the \$5 million Disaster Reconstruction Program (DRP) on May 1, 2012, as a standing response to natural disasters that occur within the Fifth District states of Ohio, Kentucky, and Tennessee.
- ◆ Disaster must be Federally or State declared.
- ◆ Provides grants up to \$20,000 per household for the purpose of Acquisition, New Construction, or Rehabilitation.

# Funds Available

## ◆ Homeowners

- ◆ Purchase - Maximum of \$20,000, or 20 percent of the purchase price of an eligible property, whichever is less.
- ◆ New Construction – Maximum of \$20,000, or 20 percent of the construction cost of an eligible property, whichever is less.
- ◆ Rehabilitation - maximum of \$20,000 for the rehabilitation of an eligible property.

## ◆ Renters

- ◆ An applicant who was a renter at the time of the disaster may receive a maximum of \$10,000 toward acquisition or construction of an eligible property.

# Funds Available

- ◆ Funds are reserved for each household with a specific property.
- ◆ Funds will be reserved for members and households on a “first-come, first-served” basis.
- ◆ Reservations cannot be transferred to other homebuyers/homeowners or to other properties.
- ◆ Members are limited to a maximum of \$600,000 per year.

# Beneficiaries

- ◆ Homeowners with housing needs not already addressed by their insurance policy, any state or federal housing assistance or other funding source.
- ◆ Households that rented their primary residence and were displaced as a result of the disaster.

*It should be noted that a household is not required to have suffered a catastrophic loss (i.e. their residence is deemed unlivable) in order to receive DRP funds to purchase or construct a new single family home to be used as their primary residence. The FHLB Cincinnati recognizes that in some instances a home may not be condemned or totally destroyed, but it is in the household's best interest to move to a new residence.*

# Household Eligibility

- ◆ Household resided within a census tract, Metropolitan Statistical Area (MSA) or County that has been declared a federal or state disaster;
- ◆ Primary residence damaged or destroyed by the disaster;
- ◆ Household income  $\leq$  100 percent of the Mortgage Revenue Bond (MRB) limit for the county in which the property is located; and
- ◆ Household applies for DRP funds within 48 months of the date the disaster was declared.

# Disaster Declarations and Counties

https://www.fhlbcin.com/housing-programs/disaster-reconstruction-program/

FHLB CINCINNATI

Who We Are Our Members Housing Programs Careers Login

Disaster Reconstruction Program

HOME > HOUSING PROGRAMS > DISASTER RECONSTRUCTION PROGRAM

**HOUSING PROGRAMS**

- Affordable Housing Program
- Welcome Home Program
- > Disaster Reconstruction Program
- Carol M. Peterson Housing Fund
- Hundred Homes Initiative
- Rise Up Program
- Zero Interest Fund
- Community Investment Cash

This is only a brief overview of the Disaster Reconstruction Program. Complete program information can be found in the 2026 Program Guide.

View our current list of disaster declarations by county to see if your area is eligible.

**What is the Disaster Reconstruction Program?**

Households affected by natural disasters may qualify for help with purchasing, constructing, or repairing their primary residence through the Disaster Reconstruction Program (DRP). Grants of up to \$20,000 are available to homeowners in declared disaster areas, and renters can qualify for \$10,000 toward the purchase of a home.

The Disaster Reconstruction Program funds were made available for reservation beginning on May 1, 2012. The program will remain open until all funds have been exhausted or the FHLB elects to terminate or suspend the program.

**Who can use the DRP?**

FHLB Cincinnati established the Disaster Reconstruction Program as a standing response to disasters that

# Property Eligibility

- ◆ Located within Ohio, Kentucky, or Tennessee.
- ◆ Used as the household's primary residence.
- ◆ Single-family detached homes.
- ◆ The new first mortgage, or Deed of Trust, must be originated by a FHLB Cincinnati Member (*For Acquisition/New Construction Only*), if applicable.

# Property Eligibility

- ◆ Manufactured Homes
  - ◆ Single-family residential dwelling built in compliance with the Federal Manufactured Housing and Construction Standards, as amended, also known as the HUD Code, after June 15, 1976.
    - ◆ Energy Star certified
    - ◆ Installed on an FHA Title II permanent foundation system
    - ◆ Home and lot taxed together as real property
    - ◆ Appraisal must be provided with the Funding Request to verify eligibility.

# Retention

- ◆ Properties receiving \$10,001 or more in DRP funds are subject to a five-year retention mechanism (Retention Agreement), which may require the homebuyer to repay all, or a portion, of the subsidy, if the home is sold, transferred, assigned by title or deed such as to the Secretary of HUD, foreclosed, or refinanced during the 5-year Retention Period.

# Reserving Funds

# Reserving Funds

- ◆ To submit a Reservation Request for a specific household:
  - ◆ The Member must complete a Reservation Request via the DRP link through the FHLB Cincinnati's Members Only portal available at [www.fhlbcin.com](http://www.fhlbcin.com). For assistance in accessing the “Members Only” portal, please contact the “Members Only” Administrator at your institution or contact the FHLB Cincinnati’s Service Desk at 800-781-3090 (8:30–5:00 PM ET).

# Reserving Funds

- ◆ Provide evidence of the results of the insurance claim OR a written statement from the homeowner stating they did not have homeowner or rental insurance;
- ◆ Provide evidence the household resided within a census tract, Metropolitan Statistical Area (MSA), or County that has been declared a federal or state disaster area;
- ◆ Provide evidence the household's primary residence was damaged or destroyed by the disaster;
- ◆ Provide an executed Certification of Income Eligibility;

# Reserving Funds

- ◆ Provide a copy of the completed, signed, and dated Uniform Residential Loan Application. (Acquisition/New Construction);
- ◆ Provide a copy of the fully executed purchase contract, construction contract, or written estimate of cost to build. (Acquisition/New construction); or,
- ◆ Provide a pre-rehabilitation inspection. (Rehab)

# Reserving Funds

- ◆ Members should allow up to four weeks for the Reservation Request and supporting documentation to be reviewed.
  - ◆ A Direct Subsidy Agreement will be emailed to the Member upon receipt of the first Reservation Request. A copy of the fully executed document must be returned to the FHLB Cincinnati before any funds can be disbursed.
- ◆ If all documentation is complete and satisfactory, an approval letter will be emailed to the Member and Sponsor (if applicable).
- ◆ If the documentation is incomplete, we will send a request for additional information.

# Reserving Funds

- ◆ Submission of a Reservation Request does not constitute a reservation of funds. Funds are reserved only upon written notification from the FHLB Cincinnati.
- ◆ Once the Reservation Request has been reviewed and approved, the Member and/or Sponsor has **one year for new construction/acquisition projects and six months for rehabilitation projects** to complete the transaction and submit documentation to the FHLB Cincinnati.
- ◆ The exact expiration date will be displayed in the approval letter.

# Acquisition/New Construction Project

# Process Flow for Acquisition/New Construction



Household signs purchase contract or construction contract on eligible dwelling



Household contacts Member



Completes loan application and Member determines eligibility



Member submits online Reservation Request



FHLB Cincinnati reviews and issues approval letter



Member closes their permanent loan and fronts the grant funds



Member submits online Funding Request



FHLB Cincinnati reviews and deposits the funds to the Member's DDA



# Eligible Uses

- ◆ Reasonable down payment and closing costs.
- ◆ DRP funds may be used with other local, state, and federal funding sources and with the FHLB Cincinnati's Community Investment Program.
- ◆ DRP funds may not be used with the FHLB Cincinnati's Affordable Housing Program or Welcome Home Program.

# Ineligible Uses

- ◆ Pay off of consumer debt or judgments.
- ◆ Buy down the mortgage rate.
- ◆ Mortgage loans where co-borrowers or co-signers will not occupy the home as their primary residence and their incomes are included in determining eligibility. DRP funds are intended only for homebuyers who qualify for the first mortgage based on their own merit.
- ◆ Mortgage loans with collateral other than the subject property.
  - ◆ Blanket loans (*loans with cars, boats, CD's, or other property secured as additional collateral*) are not eligible.

# Eligible Mortgage Transactions

- ◆ If there is a new mortgage loan, it must be originated by the Member, Small Business Administration, Habitat, or state housing agency.
  - ◆ The loan may close in another lender's name; however, funds will only be disbursed to the Member. The first mortgage may also be sold or assigned.
- ◆ The stated interest rate for the first mortgage may not exceed the maximum stated in the current Disaster Reconstruction Program Guide, regardless of the mortgage product.
- ◆ Second mortgages provided by formal organizations, including financial institutions, Community Development Financial Institutions, housing finance agencies, non-profit organizations, etc. are acceptable.

# Eligible Mortgage Transactions

- ◆ The second mortgage rate cannot exceed the maximum stated in the current Disaster Reconstruction Program Guide.
- ◆ The sum of the household's monthly principal, interest, taxes and insurance payment cannot exceed 31.00 percent of their monthly income.
- ◆ DRP first mortgage loans must comply with applicable federal, state, and local anti-predatory lending laws, regulations and orders designed to prevent or regulate abusive and deceptive lending practices and loan terms (collectively, "Anti-Predatory Lending Laws").

# Ineligible Mortgage Transactions

- ◆ DRP funds may not be used in transactions involving a second mortgage provided by an individual seller.
- ◆ Any project including a loan that does not comply with all applicable Anti-Predatory Lending Laws will be ineligible for DRP assistance.
- ◆ DRP funds may not be used with construction loans or interest-only mortgages.

# Ineligible Mortgage Transactions

- ◆ The FHLB Cincinnati will not provide DRP assistance to a homebuyer with a permanent first mortgage that exceeds the annual percentage rate or points and fees thresholds of the Home Ownership and Equity Protection Act of 1994 and its implementing regulations (Federal Reserve Board Regulation Z) or any loan considered "high priced".
- ◆ A transaction utilizing DRP funds may not include single-premium credit life insurance. If the Closing Disclosure shows a charge for single-premium credit life insurance, no funds will be disbursed.

# Member's Responsibilities

- ◆ Originate the homebuyer's first mortgage, if there is to be a mortgage;
- ◆ Determine the household's income and complete the Certification of Income Eligibility;
- ◆ Obtain a copy of the fully executed purchase contract, construction contract, or estimate of cost to build;
- ◆ Collect proof the household resided in a census tract, Metropolitan Statistical Area (MSA), or County that has been declared a federal or state disaster;
- ◆ Collect proof the household's primary residence was damaged or destroyed by the disaster;

# Member's Responsibilities

- ◆ Collect insurance information from the household on insurance claims filed, as well as the results of those claims OR collect a written statement from the applicant if they did not have homeowner or rental insurance;
- ◆ Submit the Reservation Request and supporting documentation (as one file);
- ◆ Close the transaction and provide the grant funds at closing;
- ◆ Provide a copy of the Deed to show ownership of the property. It must contain the Disaster Reconstruction Program retention language if the request is \$10,001 or more; and,
- ◆ Submit the Funding Request and supporting documentation (as one file).

# Sponsor's Responsibilities

- ◆ Collect proof the household resided in a census tract, Metropolitan Statistical Area (MSA), or County that has been declared a federal or state disaster;
- ◆ Collect proof the household's primary residence was damaged or destroyed by the disaster;
- ◆ Collect insurance information from the household on insurance claims filed, as well as the results of those claims OR collect a written statement from the applicant if they did not have homeowner or rental insurance;

# Sponsor's Responsibilities

- ◆ Determine household income and complete the Certification of Income Eligibility form;
- ◆ Obtain a copy of the fully executed purchase contract, construction contract, or estimate of cost to build; and,
- ◆ Refer the household to an FHLB Cincinnati Member.

*Note: A Sponsor is not required for an Acquisition/New Construction project.*

# Disbursing Funds

- ◆ Submit the Direct Subsidy Agreement (DSA).
- ◆ DRP funds will only be disbursed after closing of the transaction. To request the disbursement of funds, the Member must complete a Funding Request via the Disaster Reconstruction Program link through the FHLB Cincinnati Members Only portal available at [www.fhlbcin.com](http://www.fhlbcin.com). For assistance in accessing the “Members Only” portal, please contact the “Members Only” Administrator at your institution or contact the FHLB Cincinnati’s Service Desk at 800-781-3090 (8:30–5:00 PM ET).

# Disbursing Funds

- ◆ The following documentation must be uploaded and attached to the Funding Request:
  - ◆ An executed Closing Disclosure showing the Disaster Reconstruction Program funds;
  - ◆ Inspection showing the house is complete (if new construction); and,
  - ◆ A copy of the Deed to show ownership of the property. It must contain the Disaster Reconstruction Program retention language if the request is \$10,001 or more.

*Note: All documents must be uploaded as **one** attachment.*

# Rehabilitation

# DRP Process Flow for Rehabilitation



Household contacts Sponsor



Sponsor determines eligibility and completes pre-rehab inspection



Sponsor partners with a Member to submit online Reservation Request



FHLB Cincinnati reviews and issues approval letter



Sponsor completes and pays for the repairs



Post-rehabilitation inspection is completed and all documentation is forwarded to the Member



Member submits online Funding Request



FHLB Cincinnati reviews and deposits the funds to the Member's DDA (Member then disburses the funds to the Sponsor)



# Eligible Uses

- ◆ Funds may only be used for reasonable repair costs not already paid for by insurance, federal or state emergency assistance or any other funding. The FHLB Cincinnati reserves the right to determine reasonableness.
- ◆ Sponsors may charge an administrative fee not to exceed 15 percent of the grant amount.
- ◆ DRP funds may be used in conjunction with other local, state, and federal funding sources and with the FHLB Cincinnati's Community Investment Program. DRP funds may not be used with the FHLB Cincinnati's Affordable Housing Program or Welcome Home Program.

# Ineligible Uses

- ◆ Pay off of consumer debt or judgments.
- ◆ Repairs that have already been funded through another funding source; and.
- ◆ Improvements or other purposes the FHLB Cincinnati considers unreasonable or excessive.

# Member's Responsibilities

- ◆ Submit the Reservation Request and supporting documentation (as one file);
- ◆ Submit the Funding Request and supporting documentation (as one file); and,
- ◆ Provide the grant funds to the Sponsor.

*Note: A Member does not have to partner with a Sponsor. The Member may manage the project themselves as long as they are able to provide the documentation listed under Sponsor's Responsibilities.*

# Sponsor's Responsibilities

- ◆ Collect proof the household resided in a census tract, Metropolitan Statistical Area (MSA), or County that has been declared a federal or state disaster;
- ◆ Collect insurance information from the household on insurance claims filed, as well as the results of those claims OR collect a written statement from the applicant if they did not have homeowner or rental insurance;
- ◆ Determine household income and complete the Certification of Income Eligibility form;

# Sponsor's Responsibilities

- ◆ Complete a pre-rehabilitation inspection form;
- ◆ Submit the required documentation to a FHLB Cincinnati Member;
- ◆ Coordinate the repairs to be done on the home;
- ◆ Manage the rehabilitation process, including payment of contractors;

# Sponsor's Responsibilities

- ◆ Complete the Sources and Uses form (Attachment A) and provide supporting invoices and receipts to the FHLB Cincinnati within six months of the reservation approval;
- ◆ Provide a post-rehabilitation inspection from a certified and/or licensed inspector, based on the work identified in the pre-rehabilitation inspection; and,
- ◆ Provide a copy of the Deed to show ownership of the property. It must contain the Disaster Reconstruction Program retention language if the request is \$10,001 or more.

# Disbursing Funds

- ◆ The Member completes and returns the DSA, which would have been sent out when the first Reservation Request was received.
- ◆ The Member submits a Funding Request via the Disaster Reconstruction Program link through the FHLB Cincinnati's Members Only portal available at [www.fhlbcin.com](http://www.fhlbcin.com). For assistance in accessing the “Members Only” portal, please contact the “Members Only” Administrator at your institution or contact the FHLB Cincinnati's Service Desk at 800-781-3090 (8:30–5:00 PM ET).

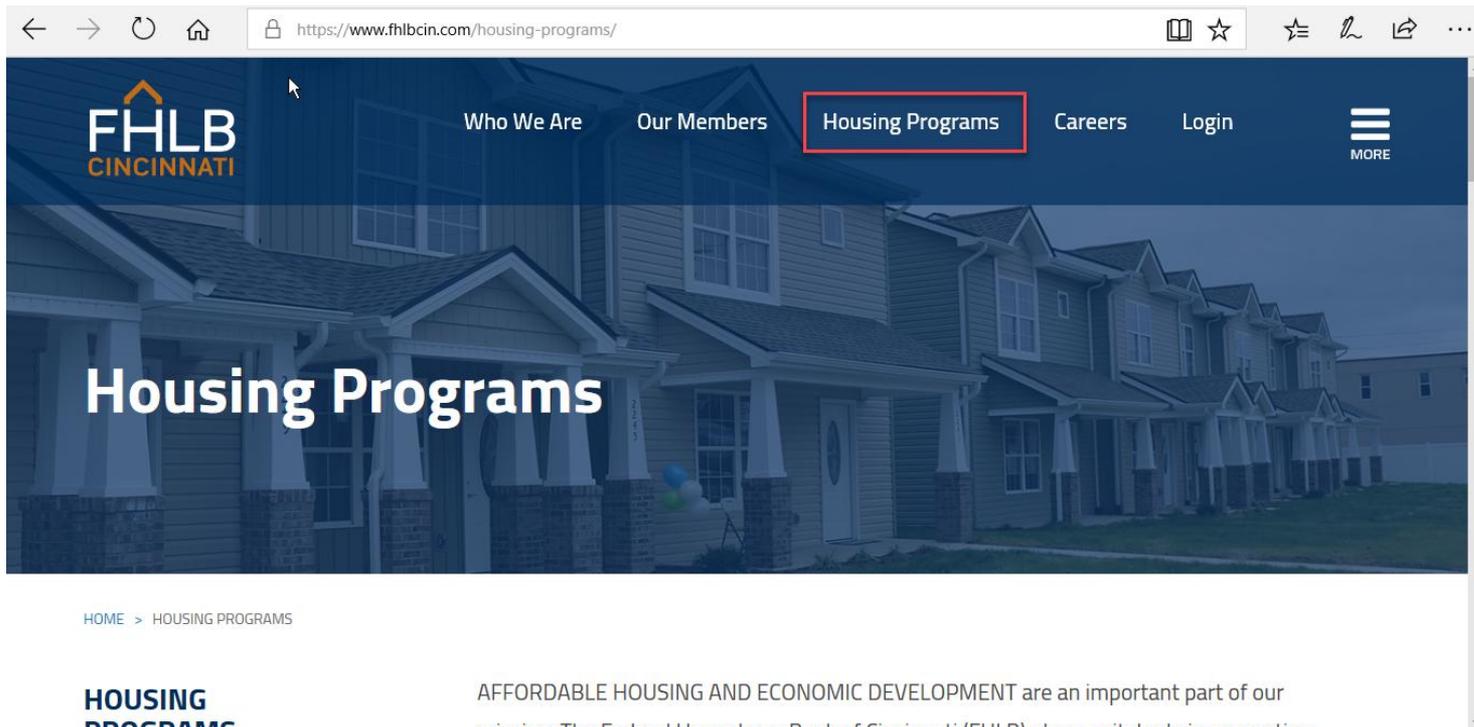
# Disbursing Funds

- ◆ The following documentation must be uploaded and attached (as one file) to the Funding Request:
  - ◆ A completed Sources and Uses (Attachment A) with supporting invoices and receipts;
  - ◆ A fully executed Post-Rehabilitation Inspection form confirming all work was satisfactorily completed; and,
  - ◆ A copy of the Deed to show ownership of the property. It must contain the Disaster Reconstruction Program retention language if the request is \$10,001 or more.

*Note: The DRP grant may be used to pay for the cost of the inspection.*

# Program Forms

Complete information can be found at [www.fhlbcin.com](https://www.fhlbcin.com)



# Choose Disaster Reconstruction Program

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HOME > HOUSING PROGRAMS > DISASTER RECONSTRUCTION PROGRAM

## HOUSING PROGRAMS

- Affordable Housing Program
- Welcome Home Program
- Disaster Reconstruction Program**
- Carol M. Peterson Housing Fund
- Hundred Homes Initiative
- Rise Up Program
- Zero Interest Fund
- Community Investment Cash Advances
- HCI Quick Links
- Targeted Community Lending Plan
- Sponsor Directory
- Recent Funding Awards
- First-Time Users Guide

This is only a brief overview of the Disaster Reconstruction Program. Complete program information can be found in the [2026 Program Guide](#).

View our [current list of disaster declarations by county](#) to see if your area is eligible.

### What is the Disaster Reconstruction Program?

Households affected by natural disasters may qualify for help with purchasing, constructing, or repairing their primary residence through the Disaster Reconstruction Program (DRP). Grants of up to \$20,000 are available to homeowners in declared disaster areas, and renters can qualify for \$10,000 toward the purchase of a home.

The Disaster Reconstruction Program funds were made available for reservation beginning on May 1, 2012. The program will remain open until all funds have been exhausted or the FHLB elects to terminate or suspend the program.

### Who can use the DRP?

FHLB Cincinnati established the Disaster Reconstruction Program as a standing response to disasters that occur within the Fifth District states of Kentucky, Ohio, and Tennessee. FHLB members can make a positive impact on their community by offering funds to assist customers in replacing or repairing homes that have been damaged due to a disaster.

### How do I apply?

Households must apply with one of our member institutions. [Click here](#) to search our Member Directory. All funds will be reserved for households on a "first-come, first-served" basis, but only to the extent that funds are available.

Members may reserve funds via the Disaster Reconstruction Program link through the FHLB's Members Only portal by submitting an online Reservation Request with supporting documentation. Instructions for accessing Members Only may be found [here](#).

### Additional Information and Technical Assistance

For more information or assistance, please contact the Housing & Community Investment Department at (888) 345-2246 or email us at [drp@fhlbcin.com](mailto:drp@fhlbcin.com).

For FHLB's Members Only assistance, please contact our Service Desk at (800) 781-3090.

## Disaster Reconstruction Program Resources

- Disaster Reconstruction Program Documents and Forms**
- Disaster Reconstruction Program Webinars and Presentations

### Additional Information and Technical Assistance

For more information or assistance, please contact the Housing & Community Investment Department at (888) 345-2246 or email us at [drp@fhlbcin.com](mailto:drp@fhlbcin.com).

For FHLB's Members Only assistance, please contact our Service Desk at (800) 781-3090.

## Disaster Reconstruction Program resources

### Disaster Reconstruction Program Documents and Forms

- [DRP Guide \[PDF\]](#)
- [Certification of Income Eligibility with Instructions \[PDF\]](#)
- [Comprehensive Sponsor Contact List](#)
- [Declaration of Restrictive Covenants \[PDF\]](#)
- [DRP Retention Language \[PDF\]](#)
- [Example Attachment A When Using A Contractor \[PDF\]](#)
- [Example Attachment A With Sponsor Labor \[PDF\]](#)
- [Instructions for Accessing Members Only](#)
- [List of Disaster Declarations and Counties](#)
- [Income Limits \[PDF\]](#)
- [Post-Rehabilitation Inspection \[PDF\]](#)
- [Pre-Rehabilitation Inspection \[PDF\]](#)
- [Sources & Uses \(Attachment A and Labor Breakdown\) \[EXCEL\]](#)
- [Sponsor Capacity Form \[PDF\]](#)
- [Steps for Accessing Disaster Funds for Acquisition or New Construction](#)
- [Steps for Accessing Disaster Funds for Rehabilitation](#)
- [Subsidy Recapture Procedures](#)
- [Subsidy Payoff Request \[PDF\]](#)
- [Information for Homebuyers and Homeowners \[PDF\]](#)

### Disaster Reconstruction Program Webinars and Presentations

# DRP Guide

- ◆ Resource for complete program information.
- ◆ Explains the process and how to complete the forms.



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# Retention Language

- ◆ Must be recorded with the deed if the grant amount is \$10,001 or higher.
- ◆ Only the current version will be accepted.

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## Disaster Reconstruction Program Retention Language



*The language below should be inserted into the Deed or as a Restrictive Covenants to the Deed. If it is attached to the Deed as an addendum or attachment, the Deed must reference the addendum or exhibit. If recorded as a Restrictive Covenants, the document must reference the Deed.*

Grantee(s), for and in consideration of receiving direct subsidy funds from the Federal Home Loan Bank of Cincinnati's (the FHLB Cincinnati) Disaster Reconstruction Program (DRP), must maintain ownership in this property and reside in this property as their primary residence for a period of five (5) years (Retention Period) from the date of the loan closing or certification of project completion.

- (i) The FHLB Cincinnati, whose mailing address is P.O. Box 598, Cincinnati, OH 45201-0598, is to be given written notice of any sale, transfer, assignment of title or deed such as to the Secretary of HUD, foreclosure, or refinancing of the unit by the household occurring during the DRP 5-year Retention Period.
- (ii) In the case of a sale, transfer, assignment of title or deed, or refinancing of the unit by the household during the Retention Period, the Bank shall be repaid the lesser of: (A) the DRP subsidy, reduced on a pro rata basis per month until the unit is sold, transferred, or its title or deed transferred, or is refinanced, during the DRP 5-year retention period; or (B) any net proceeds from the sale, transfer, or assignment of title or deed of the unit, or the refinancing, as applicable, minus the DRP-assisted household's investment, unless one of the following exceptions applies:
  1. The subsequent purchaser, transferee, or assignee is a very low- or low- or moderate-income household as defined in the applicable Federal Housing Finance Agency regulations (in which case the retention period ends with the conveyance to such purchaser);
  2. The amount of the DRP subsidy that would be required to be repaid is \$2,500 or less; or
  3. Following a refinancing, the unit continues to be subject to a deed restriction or other legally enforceable retention agreement or mechanism, incorporating the requirements of clauses (i), (ii), and (iii) contained herein.
- (iii) The obligation to repay Subsidy to the FHLB Cincinnati shall terminate after any event of foreclosure or conveyance by deed in lieu of foreclosure, as assignment of a Federal Housing Administration first mortgage to the Secretary of HUD, or death of the DRP-assisted homeowner.



# Sponsor Capacity Form

- ◆ Must be completed by new Sponsors in order to participate in the program. This form does not have to be updated every year.

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## Sponsor Capacity Form Disaster Reconstruction Program



(This form must be submitted before or with the first Disaster Reconstruction Program Reservation Request.)

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.

1. 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.
2. Identify the FHLB Member with which you will be partnering. Include the contact person's name and email address.

\_\_\_\_\_

3. Describe how you will identify and verify income eligible households.

\_\_\_\_\_

4. Describe what documentation you will collect to verify households have been adversely impacted by a disaster.

\_\_\_\_\_

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5. If your organization will be performing or managing the rehabilitation, briefly describe your relevant experience. Include details about the number of jobs you have completed in the last three years and how you were funded.

\_\_\_\_\_

6. What counties do you serve?

\_\_\_\_\_

I certify that I am a duly authorized officer or representative of the Sponsor listed above and the information provided herein is true, accurate, and complete.

Signature of Executive Director or Board Chair

Date





# Pre-Rehabilitation Inspection form

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## Pre-Rehabilitation Inspection Form Disaster Reconstruction Program January 1, 2026



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: \_\_\_\_\_

### Estimated Rehabilitation

List below the estimated construction costs for the work that will be completed on the Homeowner's residence. Provide as much detail as possible.

**Doors**

Description	Specifications	Unit Costs	Quantity	Cost of Work
Front Entrance				
Rear Entrance				
Interior				
Hardware				
Widen Exterior				
Widen Interior				
Other				

**Heating, Ventilation, and Air Conditioning**

Description	Specifications	Unit Costs	Quantity	Cost of Work
Furnace and Air Conditioner				
Air Conditioner only				
Condensor only				
Furnace only				
Ductwork				
Registers				
Thermostat				
Other				

Description	Specifications	Unit Costs	Quantity	Cost of Work
Insulation				
Attic				
Wall				
Crawl Space				
Duct				
Pipe				
Other				

**Electrical**

Description	Specifications	Unit Costs	Quantity	Cost of Work
GFCI Receptacles				
Smoke Alarms				
Service Upgrade				
Carbon Monoxide Detector				
Other				

**Floor Coverings**

Description	Specifications	Unit Costs	Quantity	Cost of Work
Vinyl				
Tile				
Laminate				
Hardwood				
Carpet and Pad				
Other				

**Kitchen**

Description	Specifications	Unit Costs	Quantity	Cost of Work
Subfloor				
Cabinets				
Countertops				
Sink				
Faucet				
Other				

**Bathroom**

Description	Specifications	Unit Costs	Quantity	Cost of Work
Subfloor				
Cabinets				
Countertops				
Sink				
Faucet				
Toilet				
Bathtub/Shower Pan/odol				
Other				



# Pre-Rehabilitation Inspection form

Exterior				
Description	Specifications	Unit Costs	Quantity	Cost of Work
Roof Covering				
Roof Sheathing				
Soffit				
Fascia				
Gutters and Downspouts				
Siding				
Walls				
Trim				
Windows				
Handicap Ramp				
Sidewalk				
Driveway				
Steps				
Other				
Other Rehabilitation				
Description	Specifications	Unit Costs	Quantity	Cost of Work
Inspection Fee(s)				
Soft Costs (Total soft costs may not exceed 10% of the grant amount.)				
Description	Specifications	Unit Costs	Quantity	Cost of Work
Admin Fee				
Other				
<b>Total Cost of Rehabilitation</b>				
Briefly explain how the above listed items address accessibility and/or emergency repair needs.				

**Homeowner(s) Disclosure**

By signing below, I certify to the Member and the FHLB Cincinnati the following:

- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
1. The address identified in this Pre-Rehabilitation Inspection report is my/our primary residence.
  2. I've have reviewed the proposed work contained in this inspection report and request that it be completed, and
  3. I've have not received and will not receive funding from another source for the same rehabilitation for which I've have requested funding under this program.

Homeowner(s): \_\_\_\_\_

Signature(s)

**Inspector Certification**

By signing below, I certify to the Member and the FHLB Cincinnati the following. The Inspector is to initial each item.

- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
1. I have inspected the home based on the scope of work proposed in this Pre-Rehabilitation Inspection.
  2. No rehabilitation work has begun that is associated with the scope identified in this Pre-Rehabilitation Inspection.
  3. The work that has been proposed is appropriate and needed based on the current condition of the items that are proposed to be repaired/replaced, and
  4. The costs that are estimated in this document are reasonable based on my professional experience and opinion.

Inspector: \_\_\_\_\_

Signature

Name (printed or typed)

Company Name

Street

City

State

Zip Code

**Sponsor Certification**

By signing below, I certify to the Member and the FHLB Cincinnati the following. The Sponsor is to initial each item.

- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
- Initials: \_\_\_\_\_
1. The rehabilitation will be completed and done in a workmanlike manner;
  2. The rehabilitation will be completed to correct a defect or deficiency;
  3. The rehabilitation work will meet all applicable building codes, including accessibility codes; and
  4. The rehabilitation work has not been completed prior to submission of funds reservation for this home.

Sponsor: \_\_\_\_\_

Signature





# Post-Rehabilitation Inspection form

- ◆ Must be signed by homeowner, the inspector, and the Sponsor.
- ◆ Required for all rehab projects.
- ◆ A description of the work completed must be provided.

Housing and Community Investment

Post-Rehabilitation Inspection  
Disaster Reconstruction Program

FHLB  
CINCINNATI

Member Name: \_\_\_\_\_ Project Number: \_\_\_\_\_

Homeowner Name(s): \_\_\_\_\_

Property Address: \_\_\_\_\_  
Street City State Zip Code

Sponsor Name: \_\_\_\_\_

Sponsor Primary Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Inspector's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Homeowner, Sponsor, and Inspector to sign and date certifying that the specified work has been completed in a satisfactory and workmanlike manner. Homeowner, Sponsor, and Inspector further acknowledge that the work, as described in the Pre-Rehabilitation Inspection, (including written changes), was authorized by the Homeowner and has been completed.

Homeowner(s): \_\_\_\_\_  
Signature(s) Date

Sponsor: \_\_\_\_\_  
Signature Date

Inspector: \_\_\_\_\_  
Signature Date

Description of Work Completed:

\_\_\_\_\_

Post-Rehabilitation Inspection  
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Page 1  
Revised 1/11/2026

# Request for Additional Information

- ◆ If sufficient information was not received, we will email the Member contact a “Request for Additional Information”.

Disaster Reconstruction Program  
Request for Additional Information

FHLB  
CINCINNATI

Applicant:

Project #:

One or more of the following items is needed to continue review of the DRP request for the above household. Please email all items at one time to the person indicated below or to [drp@fhlbcin.com](mailto:drp@fhlbcin.com).

- Signed and dated Certification of Household Income Eligibility.
- Fully executed Closing Disclosure.
- Fully executed Pre-Rehabilitation Inspection form.
- Completed Attachment A (Sources and Uses).
- Completed Labor Breakdown that corresponds to the Attachment A.
- Copies of all receipts and invoices to support the totals on the Attachment A.
- Confirmation/clarification of number of people residing in the household.
- Fully executed Post-Rehabilitation Inspection Form.
- Submit proof the household filed and settled a claim with their homeowner's insurance agency.
- Submit a copy of the deed containing the retention language.
- Submit a copy of the deed to show ownership of the property.
- Submit a Direct Subsidy Agreement.
- 
- 
- 
- 
- 

Completed by:  Date:

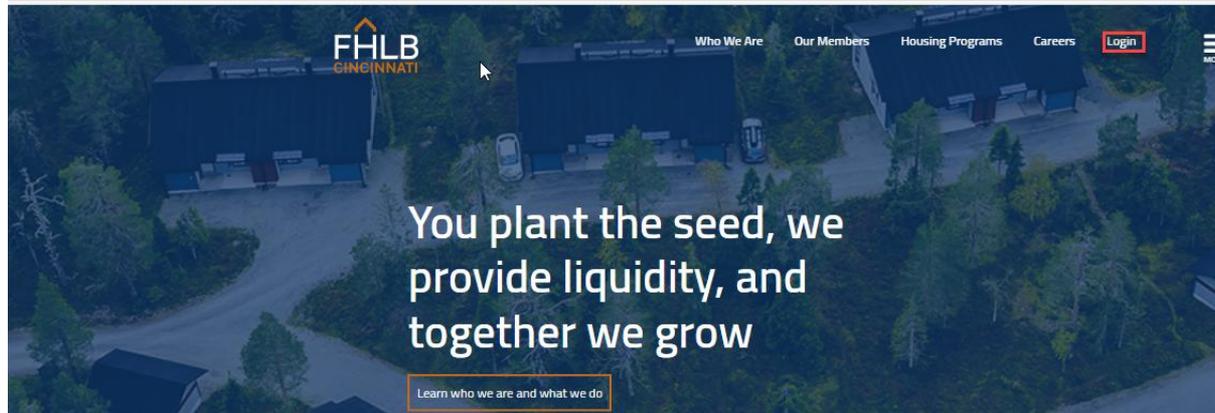
Email address:

# Program Forms in Members Only

# Log into Members Only

- ◆ Go to [www.fhlbcin.com](http://www.fhlbcin.com) and click on Login.
- ◆ Enter Username and Password.
- ◆ Contact the Service Desk at 800-781-3090 if do not have log in credentials or cannot remember them.

<https://www.fhlbcin.com>



# Select the Housing Section

- ◆ Select Housing at the top of the page.

The screenshot displays the FHLB Cincinnati member portal interface. At the top, a dark blue navigation bar contains the FHLB logo, "Members Only", and a search bar. A secondary navigation bar below it lists various services: Borrow, Deposits, Safekeeping, Funds Transfer, Your Stock, **Housing** (highlighted with a red box), and MPP/LAS. The main content area is divided into several sections: a help prompt, Balances (Advances, Letters of Credit, Safekeeping, Capital Stock), Deposits (Demand, Overnight), Rates (CMA Variable at 4.51%, Balloon BPA at 4.85%, Regular Fixed Rate at 4.38%), Borrowing Capacity, Reports, and My Events. The "Housing" section is the focus of the instruction.

# Choose a Program

- ◆ Choose Disaster Reconstruction Program from the list of housing programs open for application.

The screenshot displays the FHLB Cincinnati website's 'Housing and Community Investment' page. The page features a search bar at the top with the text 'What can my team help with today?' and an 'Email' button. Below the search bar, the 'Housing and Community Investment' section is visible. On the left side of this section, there is a sidebar with a 'Link to online applications' button and a 'Suspension and Debarment' link. The main content area lists several programs with their respective URLs and application statuses:

- Affordable Housing Program Online Application System (OASYS):** <https://oasys.fhbcin.com/Account/SSO>  
Closed for new applications.
- Affordable Housing Program Ownership Disbursements:** <https://hsqforms.fhbcin.com/ahp>  
Available year round.
- Welcome Home Program:** <https://hsqforms.fhbcin.com/welcome-home>  
Closed.
- Carol M. Peterson Housing Fund:** <https://hsqforms.fhbcin.com/cmehf>  
Closed.
- Disaster Reconstruction Program:** <https://hsqforms.fhbcin.com/drp>  
Available year round.
- Community Investment Program:** <https://hsqforms.fhbcin.com/cip>  
Available year round.
- Economic Development Program:** <https://hsqforms.fhbcin.com/edp>  
Currently open.
- Zero Interest Fund:** <https://hsqforms.fhbcin.com/zif>  
Available year round.

Information, including forms and documents, on all Housing and Community Investment programs are available [here on our public website](#).

The footer of the page includes the copyright notice '© 2025 FHLB Cincinnati. All Rights Reserved.' and a row of social media icons (Facebook, X, LinkedIn, Instagram) and a footer menu with links for 'Contact Us', 'Help', 'LAS', 'OASYS', 'Terms of Use', 'Privacy Policy', and 'Security Policy'.

# Main Menu

- ◆ Choose Reservation Request.
- ◆ A list of all Reservation Requests and Funding Requests previously submitted can be viewed from this Main Menu page.

FHLB CINCINNATI Housing Program Forms

Change Institution Offerings Logout

## Disaster Reconstruction Program

### 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 Disaster Reconstruction process and for complete program guidelines, reference the [Disaster Reconstruction Program Guide](#).

The following requests have been submitted for: [redacted]

#### Reservation Requests

Applicant	Submission Date	User	Status
No applications found			

#### Requests For Payment of Reserved Funding

Applicant	Submission Date	User	Status
No applications found			



# DRP Funding Request

- ◆ Can only be completed after a Reservation Request has been approved for a household.
- ◆ Complete and submit the Funding Request form.
- ◆ Allow up to four weeks for it to be reviewed.

Funding Request

Main Menu Reservation Request

To be completed in its entirety and submitted after clicking to draw reserved funds.

**Member Information:**

Member:  
Year:

**Sponsor Information:**

Sponsor Name:  
Account/Plan Combination - No Member Available

Sponsor Contact:  
Name

**Applicant Information:**

Applicant:  
Address:  
City: State: ZIP: County:

**Financing:**

**1<sup>st</sup> Mortgage:**  
Lender: Loan Amount:  
Rate: APR: Term: Amount: Monthly Pmt:  
months months

**2<sup>nd</sup> Mortgage:**  
Lender: Loan Amount: Replicable (y/n for Y):  
Rate: APR: Term: Amount: Monthly Pmt:  
months months

The first mortgage type is:  
 Standard  Adjustable Rate  Reverse  Other

The first mortgage loan product is:  
 Conventional  FHA  VA  BARR  Other

Is the Member providing the first mortgage financing?  
 Yes  No

Was the subject property a foreclosure sale or disposition of foreclosure?  
 Yes  No

Grant requested: (Must not exceed the amount reserved)

**Contact Information:**

Name: Phone #:

I have read and understand the statements above, and I am familiar with the requirements of the DRP Disaster Reinvestment Program.  
 I agree

**Upload Documentation:**

The following items must be uploaded and provided to this form:  
<https://www.fhlb.com/submit>

- Copy of the fully executed Closing Disclosure.
- Final inspection for new construction only.
- If the subject property is a manufactured home, proof it is affixed to a permanent foundation and used as an estate and.
- Copy of the deed, note it must include the five-year retention mechanism if the grant requested is \$50,000 or higher.

Please note that:

- Files will need to be re-uploaded if there are errors for page.
- Replicable (y/n) must be "y".
- File size limit: 20 MB.
- All documents must be legible and readable and the attachment name cannot contain any illegal characters, such as \, /, &, @, #, or \*.
- Max number of files allowed: 5.

Select files...

# How to Withdraw a Request

- ◆ If the Member or Sponsor determines the grant funds are no longer needed, send an email to [drp@fhlbcin.com](mailto:drp@fhlbcin.com) with the applicant's name and request it be withdrawn.
- ◆ Please notify us promptly when a request should be withdrawn so the funds can be made available to other applicants.

# Status Report



## Disaster Reconstruction Program Status by Project

As of 1/12/2023

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
202216-0020	Example Bank	Cincinnati, OH	1/12/2022	Doe, John	\$5,000.00	1/13/2022	2/16/2022		2/17/2022	\$5,000.00		
<b>Total for Project # 202216-0020 (1 requests)</b>					<u>\$5,000.00</u>					<u>\$5,000.00</u>		
Maximum Funds Available					\$500,000.00			Net Funds Requested		\$5,000.00		
Funds Requested				\$5,000.00			Less Disbursements			(\$5,000.00)		
Less Requests Denied				\$0.00			Remaining Funds Available			<u>\$0.00</u>		
Less Requests Withdrawn				\$0.00								
Less De-obligations				\$0.00								
Net Funds Requested					<u>(\$5,000.00)</u>							
Unrequested Funds					<u>\$495,000.00</u>							

1/12/2023 11:46 AM

Housing & Community Investment

Page 1 of 1



# Retention Requirement

- ◆ DRP requests of \$10,001 or higher require the five-year retention mechanism be recorded with the Deed.
- ◆ FHLB Cincinnati is to be given written notice of any sale, transfer, assignment of title or deed such as to the Secretary of HUD, foreclosure, or refinancing of the unit by the household occurring during the DRP 5-year Retention Period.
- ◆ In some instances, homeowners may be required to pay back a pro rata amount of the DRP grant.
- ◆ Complete Subsidy Recapture Procedures are available at [www.fhlbcin.com](http://www.fhlbcin.com).

# Frequently Asked Questions

- ◆ Can I use funds to purchase a used manufactured home?
- ◆ When will the program run out of funds?
- ◆ Can funds be used for trees/landscaping?
- ◆ Can homeowners apply for funds if they received money from an insurance claim?
- ◆ What documents can be used to prove the household's residence was damaged in the disaster?
- ◆ Can earnest money be returned to the borrower?

# Contact Information

# DRP Program Contacts

## Staff Name and Title

## Phone Number

## Email Address

Jodi Pendleton  
Senior Voluntary Programs Analyst

513-852-7602

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Housing Financial Analyst II

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Kristina Jordan  
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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

## **Federal Home Loan Bank of Cincinnati**

221 East Fourth Street, Suite 600

P.O. Box 598

Cincinnati, OH 45201-0598

Toll free: (888) 345-2246

Email: [DRP@fhlbcin.com](mailto:DRP@fhlbcin.com)

Website: [www.fhlbcin.com](http://www.fhlbcin.com)

# Connect with us!

Get the latest news, events, and updates at FHLB Cincinnati by connecting with us on social media.



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federal-home-loan-bank-of-cincinnati](http://www.linkedin.com/company/federal-home-loan-bank-of-cincinnati)



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[www.intsagram.com/fhlbcin](http://www.intsagram.com/fhlbcin)

# 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](mailto:publicaffairs@fhlbcin.com).



Thank You

