Buzzards Bay Area

Habitat for Humanity®

Applications available starting Nov. 15th for 3 Affordable Homes

Located at: 1256 and 1268 Pleasant Street, and 59 Merrimac Street, New Bedford

3-Bedroom Home Pricing: $250,000*

estimated monthly payment:* *$1,600 to $1,900/month***

includes escrow for taxes, homeowner insurance, and up to a 20% down payment

(Based on downpayment assistance programs available for qualified applicants.)

Home Buyer Information Sessions

*(Applicants are **strongly** encouraged to attend one of the below sessions.)*

Sunday, November 15, 5:00 p.m. (or) **Monday, November 16, 6:00 p.m.**

Waypoint Event Center at the Fairfield Marriott, 185 MacArthur Drive, New Bedford

Home applications may be obtained at the Information Sessions or by contacting Habitat at 508.758.4517 or BuzzardsBayAreaHabitat@yahoo.com.

****FULL APPLICATION DUE to the Habitat office by:**

Wednesday, January 20, 2027, 3:00 p.m.

Income Guidelines: (Families must fall between the guidelines below)

Household Size –	30% to 60% of median income –
Two-person household	$31,600 to $63,060
Three-person household	$35,550 to $71,040
Four-person household	$39,450 to $78,900
Five-person household	$42,650 to $85,260
Six-person household	$45,800 to $91,560

A Habitat Partnership may be the solution for your family, if:

- ✓ In critical need of adequate affordable housing
- ✓ Willing to partner and complete the required "sweat equity" *(min. 300 hours)*
- ✓ Making 30% to 60% of the city's median income based on household size
- ✓ Have good credit and the ability to pay the above specified housing payment
- ✓ Must be a first-time home buyer *(some exceptions apply)*
- ✓ Proof of U.S. Citizenship or Permanent Resident Status *(required)*

****Qualified applicants will be entered into a lottery.***

*****Translation services are available, if needed. Please contact the Habitat office to learn more about accessing help.***

Buzzards Bay Area Habitat for Humanity does not discriminate in the selection of applicants on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance recipients, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law. Buzzards Bay Area Habitat for Humanity (BBAHFH) is a not-for-profit organization, and we do business in accordance with Federal and Massachusetts Fair Lending Laws. BBAHFH is an Equal Housing Opportunity lender.

Buzzards Bay Area
Habitat for Humanity®

Dear Applicant,

Thank you for your interest in applying for one of three single-family Habitat for Humanity homes to be built at 1256 and 1268 Pleasant Street and 59 Merrimac Street in New Bedford, MA. The homes will be sold to **first-time homeowners** who are income eligible. A ***deed restriction*** will be attached to each property ensuring that the homes will remain affordable. The homes will have ***3-bedrooms and 1 ½ bathrooms*** and will be ***sold for an affordable price of $250,000.*** Habitat for Humanity is a 501(c)3 nonprofit financed through donations and the use of volunteer labor which allows the affiliate to build homes more affordably. Homes are built in partnership with families who have a ***critical need for decent, safe, affordable housing*** and do not have the financial means to purchase a home through conventional financing. (*Habitat does not discriminate in the selection of applicants.)*

BBAHFH will be holding **two public information sessions** to explain the application process, homebuyer lottery, and the details of down payment and closing cost assistant programs available for qualified applicants of the homes. A key component of the BBAHFH home purchase program is the applicants' willingness to commit to contributing a **minimum of 300 hours of sweat equity** to the construction process. Applicants must also have proof of U.S. Citizenship or Lawful Permanent Resident status to be eligible.

Applicants are ***strongly encouraged*** to attend one information session:

Sunday, November 15, 5:00 p.m.
or Monday, November 16, 6:00 p.m.

Both meetings will take place at the **Waypoint Event Center at the Fairfield Marriott**, 185 MacArthur Drive in New Bedford.

Applicants must have a household income that falls between 30 and 60 percent of the city's median income as follows: *Two-person household - $31,600 to $63,060; three-person household - $35,550 to $71,040; four-person household - $39,450 to $78,900; five-person household - $42,650 to $85,260; and six-person household - $45,800 to $91,560.*

Applicants must also live or work in BBAHFH's service area (Acushnet, Dartmouth, Fairhaven, Marion, Mattapoisett, New Bedford, Rochester, Wareham, and Westport) and have the ability to make a monthly housing payment for the home (mortgage, taxes, insurance) which is *estimated to be between $1,600 to $1,900.* Additional information about qualifying for a Habitat home is available on the website: *www.BuzzardsBayHabitat.org* under the homeownership tab.

Deadline: The completed application must be received by BBAHFH by 3:00 p.m. on Wednesday, January 20, 2027, to be considered. *(This is not a postmark deadline.)* Applications may be submitted at *any time prior to the deadline* and will be reviewed as they are submitted. *(Please do not wait to submit until the deadline.)* Please **mail applications** to **BBAHFH** at **P.O. Box 1584, Mattapoisett, MA 02739** or you may **drop it off at the office's secure mail drop box** located in front of the office door at **8 County Road, Suite 2, Mattapoisett.** (*Late applications WILL NOT be considered.)*(Applications *cannot* be faxed or emailed.) All applications will be kept confidential and will be reviewed promptly.

There are three steps to the approval process once your application has been completed:

- Applications are reviewed by the Committee and bank to determine if you are eligible for one of the homes. A successful candidate must have the ability to make a monthly ***mortgage payment estimated to be between $1,600 to $1,900*** (which includes escrow for taxes and homeowner insurance.)

- If you pass the above step, the Family Selection Committee will arrange to interview the family to help determine housing need and your "willingness to partner" with Habitat in the construction of the home. Future homeowners are required to contribute a **minimum of 300 "sweat equity" hours** working on the house alongside community volunteers or by serving the affiliate in other ways. The selected family is also required to complete a **first-time homebuyer class**. *(Classes are listed at MyMassHome.org.)*

- If both of the above steps receive positive evaluation, your family will be entered into a lottery to determine which families are chosen for the three homes. Names will be pulled during a BBAHFH Board meeting. ***(If your application is rejected at any step, you will be notified.)***

Please make sure you ***do not submit original documentation*** to Habitat; instead provide copies of documents. (We also strongly advise applicants to make a copy of their application materials before submitting them to Habitat, in case they are lost for any reason.) Habitat retains all application materials for 25 months after the application process is concluded and then will destroy them. ***We do not return submitted materials.*** *(Habitat does not have a copy machine available for use by the general public.)*

Please indicate on your application if you will be requesting wheelchair or other accessibility features to your home so we can accommodate such requests prior to the start of construction if your family is selected.

Because we cannot accurately project an occupancy date, we urge any successful applicant to maintain the best housing circumstances they can until their new house is ready. We do not maintain a waiting list, but applicants that are not selected in the lottery are welcome to reapply in the future.

The application review process will continue until ALL timely submitted applications have been reviewed. This will extend past the application deadline date. We appreciate the effort it takes on your part to go through the application process to benefit your family, and we appreciate your patience through this very important selection process.

Sincerely,

The Family Selection Committee

Enclosures to keep with your records that do not need to be returned to Habitat:

- Flyer and Applicant Letter
- Habitat Home Application Packet – Important Information
- Family Selection Criteria
- Indicators of Unacceptable Credit
- Citizenship Verification Criteria

Enclosures to be returned with your application:

- Home Application
- Sweat Equity Form
- Authorization to Release Info Form *(Please copy as needed.)*

EQUAL HOUSING OPPORTUNITY

Buzzards Bay Area
Habitat for Humanity®
P.O. Box 1584, 8 County Rd, Ste. 2, Mattapoisett, MA 02739
508-758-4517 BuzzardsBayHabitat.org

You May Be Eligible for a Habitat Home

Are you in critical need of affordable housing?

- ✓ Your current living situation is poorly built, damaged, unaffordable, unsafe or overcrowded.

Are you willing to partner with Habitat?

- ✓ You are willing to complete the required "sweat equity" on your home and other Habitat projects *(a minimum of 300 hours total for your family and friends). (A typical home build takes 10 to 15 months to complete.)*

Are you able to pay an affordable mortgage?

- ✓ Are you able to make monthly housing payments of approximately $1,600 to $1,900?
- ✓ Are you unable to qualify for conventional mortgage financing for a market rate home?
- ✓ Are you a first-time home buyer?
- ✓ Are you eligible based on the income and asset limits?

Are you a U.S. Citizen or Permanent Resident? *(Documentation needed.)*

2026 Income Eligibility

1. **Income:** (*Total current annual household gross income for all that will live in the home, this includes all wages, child support, social security, disability, and retirement payments. Gross income means before taxes and insurance.)*

   Enter your income here: _____

2. **Household Size:** *(total number of people that will live in the home)* _____

3. **Area Medium Income:** *(Compare household size and income range in the table below.)*

Household Size –	30% to 60% of median income –
Two-person household	$31,600 to $63,060
Three-person household	$35,550 to $71,040
Four-person household	$39,450 to $78,900
Five-person household	$42,650 to $85,260
Six-person household	$45,800 to $91,560

4. **Taxable Income**: *(Enter total income shown on your own and all other household members' most recent IRS 1040 Federal tax returns.)* _____

5. **Credit report:** *Habitat strongly encourages all applicants to request a free credit report from annualcreditreport.com. Input the date you acquired and read your credit report.* _____

EQUAL HOUSING OPPORTUNITY

Buzzards Bay Area
Habitat for Humanity®

Building a Home with Habitat for Humanity

Sweat Equity and Unique Habitat for Humanity Partnership Requirements:

- You will be building your own home alongside community volunteers.
- Construction typically takes 10-15 months from the date of wall raising.
- You will need to attend a pre-purchase first-time homebuyer education course. *(Classes are listed at MyMassHome.org.)*
- The sweat equity requirement is a minimum of 300 hours for your household.
- Friends and other family members of the home buyer(s) may contribute sweat equity hours.
- Your sweat equity requirement must be completed before you can purchase your home.

Affordability:

- To keep Habitat homes affordable, we rely on cash donations, grants, land donations, volunteerism, and gifts of materials and professional services.
- Purchasers will need to qualify for an affordable mortgage for their Habitat home.
- BayCoast Mortgage Company will be Habitat's partner lender, but applicants may choose to shop for a mortgage on their own as well. BayCoast Mortgage Company will also be offering $20,000 down payment assistance for qualified selected families.
- Habitat homes are **deed restricted** so they will continue as affordable homes in perpetuity.

Application Review Process:

- Your **complete application** will be evaluated for your financial eligibility. If it receives a preliminary approval, it moves to the family interview committee.
- You will then be contacted for an appointment with two Habitat volunteers who will visit with your family in your home or online. These volunteers will interview you and evaluate your family's housing need and willingness to partner with Habitat, including fulfilling requirements such as sweat equity.
- After your home visit meeting, there will be a final review of your application. If qualified, your application number is entered into a drawing / lottery. Successful applicants and other finalists will be notified after the drawing / lottery.
- If your application is rejected at any step in the above process, you will be notified by written letter.

More about Habitat for Humanity:

- BBAHFH is a 501(c)3 non-profit ecumenical housing program, with a mission to provide the opportunity of affordable home ownership for families in the nine communities we serve.
- Homes are built in partnership with families who have a need for decent, affordable housing and do not have the financial means to build or purchase a market rate home through conventional financing.

Family Selection Criteria

Need for Adequate Shelter – The first consideration for selecting a partner family is the lack of adequate shelter. With some affiliates, a family cannot qualify for a Habitat home unless its present dwelling lacks proper plumbing or wiring or has some severe structural problems. In other situations, overcrowding may be the reason the family is approved. Recognize that the need may also consist of factors beyond obvious structural inadequacies such as the family being cost-burdened (more than 30% of their income is spent on housing).

Ability to Pay (for the Habitat home) **–** The second criterion pertains to the household's financial status. The object in setting up income or ability to pay criterion is to help the committee select very low-income families who cannot obtain conventional financing but have sufficient income to afford the monthly payments and other costs associated with Habitat home ownership. Habitat affiliates use 30-60% of the area median income as their income guideline.

Willingness to Partner – The third criterion to consider in the family selection process is the family's willingness to partner with Habitat. Unlike "need" and "ability to pay" criterion, developing measures of "willingness to partner" that omit character evaluation is a difficult undertaking. HFH policy requires that the affiliate not use character as a basis for selecting the family.

Examples of criteria for assessing willingness to partner include:

- The completion and return of the application for housing in a timely fashion.
- Acceptance of the down payment and closing costs requirements – Closing costs of at least $2,500 (1% of sales price) is needed to a maximum of $10,000, and/or intend to obtain down payment and closing cost assistance for the remaining closing costs and up to 20% down payment through qualified programs. (Please note BayCoast has pledged to give qualified future NB Home Habitat families $20,000 down payment assistance.)(Please also see informational page from the City of New Bedford Office of Housing & Community Development regarding their "Neighborhoods First" Home Buyer Program – Down Payment, Closing Cost Assistance, and Gap Financing, which you may also qualify for.)
- Acceptance of the affiliate's sweat equity requirement.

Household Size Requirement – the home will be a 3-bedroom home, allowing for a minimum of a 3-person family and a maximum household size of a 6-person household.

The ***applicant pool first preference*** shall be given to households requiring the total number of bedrooms in the home based on the following criteria:

a. There is at least one occupant per bedroom.
b. A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.
c. A person described in the first sentence of (b) shall not be required to share a bedroom if a consequence of sharing would be a severe adverse impact on his or her mental or physical health, and the lottery agent receives reliable medical documentation as to such impact of sharing.

The ***applicant pool second preference*** shall be given to households requiring the number of bedrooms in the unit minus one, based on the above criteria. ***Third preference*** shall be given to households requiring the number of bedrooms in the unit minus two, based on the above criteria. A "household" shall mean two or more persons who will live regularly in the unit as their principal residence and who are related by blood, marriage, law or who have otherwise evidenced a stable inter-dependent relationship, or an individual. Lottery shall result in each applicant being given a ranking among other applicants with households receiving preference for units based on the above criteria. Household size shall not exceed State Sanitary Code requirements for occupancy of a unit.

EQUAL HOUSING OPPORTUNITY

Buzzards Bay Area
Habitat for Humanity®

Application for Home Ownership

1256 Pleasant Street, New Bedford, 1268 Pleasant Street, New Bedford, and
59 Merrimac Street in New Bedford, MA.

We are accepting applications from ***November 15, 2026, through January 20, 2027 @ 3:00 p.m.***

Dear Applicant,

Thank you for your interest in becoming a part of our Habitat "Partner" Families. Buzzards Bay Area Habitat for Humanity (BBAHFH) was formed as a local affiliate of Habitat International in 1996. Our first home was completed in 1999. Your completed application will be reviewed on multiple levels. The BBAHFH Family Selection Committee will work hard to verify families are qualified to become a first-time homebuyer(s) through our program.

Habitat is a community-spirited movement where volunteers and partner families work together to achieve the goal of home ownership. Being selected as a Habitat family is exciting! The process involves receiving the Habitat application, financial pre-qualification and application review, need analysis, initial interview, follow-up interview (if needed), and then qualified families will be entered into the housing lottery for one of the three homes that will be built in New Bedford. Once the lottery has taken place, the family will be notified. We anticipate that the selection process will be finalized by end of March. Please keep in mind that if you are not one of the families selected for these homes, there will be more homes built in the future, and you should try again by re-applying for a future build.

The signatures, on the next page, give the Buzzards Bay Area Habitat for Humanity, Inc. permission to contact current and past landlords to verify the information you provided in this application. Information obtained from these sources will assist Habitat in determining your eligibility for a Habitat home.

If you need help with translation or have questions about the application, we encourage you to call the Habitat office at (508) 758-4517.

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

Willingness to Partner –

To be considered for a Habitat home, you and your family must be willing to complete a minimum of 300 "sweat equity" hours. Your help in building your home (and the homes of others) is called "sweat equity," and may include clearing the lot, painting, helping with construction, working in the Habitat office, or other approved activities.

***I am willing to complete the required sweat equity hours*:**	Applicant:	Co-applicant:
(Please circle one)	Yes No	Yes No

AUTHORIZATION, RELEASE, AND COMMITMENT

I understand that by filing this application, I am authorizing Buzzards Bay Area Habitat for Humanity, Inc. to evaluate my actual need for a Habitat Home, my ability to repay the low-interest mortgage and other expenses of home ownership, and my willingness to fulfill the Habitat program partnership requirements, including sweat equity and taking a first-time homebuyer course to learn about financial planning, home ownership obligations, and home maintenance. I understand that the evaluation may include home visits.

I understand and agree that if selected to receive a Habitat home, that together with family and friends, I am required to provide a minimum of 300 hours of labor known as "sweat equity" as an investment in my home ownership and commitment to the Habitat partnership spirit.

I have and will answer all the questions on the application and in interviews truthfully. *I understand that if I have not answered truthfully, my application may be denied, and that even if I have already been selected to receive a Habitat home, I may be disqualified from the program.* The original or a copy of this application will be retained by BBAHFH even if not approved and all information provided by me or others will be held in confidence and used only to evaluate my eligibility.

I agree that no one in the household may be or has been involved in criminal activity and authorize BBAHFH to conduct a criminal background and Sex Offender Registry record check. Subject to all applicable laws, Habitat will undertake individualized assessments of any findings before using any such information as a factor in a decision regarding an individual's selection or deselection from the Habitat housing program.

I authorize Buzzards Bay Area Habitat for Humanity to conduct a check on my credit history and contact landlords and employment references.

Applicants, and other adults residing in the home, must sign below to show agreement with above paragraph. This is required for your application to be considered.

Applicant Signature: Date: Co-Applicant Signature: Date:

X_____ X _____

Other Adult in Home: (over 18) Date: Other Adult in Home: (over 18) Date:

X_____ X _____

Buzzards Bay Area
Habitat for Humanity®

P.O. Box 1584, 8 County Rd, Ste. 2, Mattapoisett, MA 02739
508-758-4517 BuzzardsBayHabitat.org

Applicant's Name: _____

Date of Birth: _____ ☐ Married ☐ Separated ☐ Unmarried (single, divorced, widowed)

Current Address: _____

Mailing Address (if different): _____

Cell Phone: _____ Home Phone: _____

Email: _____

Co-Applicant's Name: _____

Date of Birth: _____ ☐ Married ☐ Separated ☐ Unmarried (single, divorced, widowed)

Current Address: _____

Mailing Address (if different): _____

Cell Phone: _____ Home Phone: _____

Email: _____

Members of Household: List everyone who will live with you in the Habitat home (except applicants above.)

Name:	Age:	M/F:	Relationship:

Do the children listed above have a parent who lives elsewhere? *Yes* _____ *No* _____

**If yes, document the custody and child support agreement, including percentage of time the children live with you.*

Are you a U.S. Citizen or do you have U.S. Permanent Residency Status? *Yes* _____ *No* _____

**You must have documentation to be eligible for a Habitat home. (See attached list for required documentation).*

**Please include income from ALL household members, age 18 or older, who receive income. (Add another page, if needed.) If employed for less than three years at your primary job, add details of previous employment on a separate page to be scanned with your documents.*

Employment and Income:

INCOME	APPLICANT		CO-APPLICANT	
	JOB 1	JOB 2	JOB 1	JOB 2
Gross Monthly Wages				
Net Monthly Wages				
Hours worked weekly (regular and overtime)				
Gross Yearly Wages				
Occupation and Length of employment*				
Employer's Name and Address				
Employer's Name and Address (*previous employer if employed less than 2 years)				

Other Income: *I/We also receive income from (specify monthly amount):*

INCOME	APPLICANT	CO-APPLICANT	INCOME	APPLICANT	CO-APPLICANT
Workman's Comp	$	$	Social Security	$	$
Veteran's Benefits	$	$	Pension	$	$
Child Support	$	$	Investments	$	$
Alimony	$	$	Disability	$	$
Unemployment	$	$	Other (specify)	$	$

Public Assistance: *I/We also receive the following types of assistance each month:*

INCOME	APPLICANT	CO-APPLICANT	INCOME	APPLICANT	CO-APPLICANT
TANF	$	$	Food Stamps	$	$
Rental Subsidy	$	$	Fuel Assistance	$	$
Mass Health (circle one)	Yes / No	Yes / No	Free / Reduced Lunch	Yes / No	Yes / No

Financial Assets: *(List all checking, savings, IRA / 401k, and trust accounts as well as CD's, savings bonds, stocks,...)*

NAME OF BANK / CREDIT UNION	TYPE OF ACCOUNT	BALANCE
		$
		$
		$
		$

Other Assets: *(List cars and boats including make / year, other personal or real property (land or home)approx. value)*

ITEM	VALUE	ITEM	VALUE
	$		$
	$		$
	$		$
Total =	$	Total =	$

Expenses and Debt

Monthly Expenses: *(Total for household)*

ITEM	EXPENSE	ITEM	EXPENSE
Rent	$	Education (tuition)	$
Heat (Gas/Oil)	$	Transportation Expenses / Gas	$
Electricity	$	Recreation/Entertainment	$
Food/Groceries	$	Child Care	$
Telephone / Cell Phones	$	Life / Property / Renter's Insurance	$
Health Insurance	$	Alimony / Child Support (until date)	$
Medical Expenses	$	Clothing	$
Car Payment(s)	$	Cable TV / Internet	$
Car Insurance	$	Other (specify)	$

Current Debts: *(List each credit card with unpaid balance, student loans, taxes in arrears, car payments, medical debts.)*

CREDITOR / ACCOUNT TYPE	MONTHLY PAYMENT	UNPAID BALANCE
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$

Declarations		
	APPLICANT	CO-APPLICANT
1. Do you have any debt due to a court decision against you?	⊔ Yes ⊔ No	⊔ Yes ⊔ No
2. Have you declared bankruptcy within the past 7 years?	⊔ Yes ⊔ No	⊔ Yes ⊔ No
3. Have you had property foreclosed in the past 7 years?	⊔ Yes ⊔ No	⊔ Yes ⊔ No
If you answered "yes" to any of the questions 1-3, please explain in the space below. *(Answering "yes" does NOT automatically disqualify you.)*		

Present Housing	
Current Landlord Name:	Phone:
Mailing address:	Email:
Current Rent (per month):	How long have you lived at this address:

Rooms in your home:
What makes your current home inadequate?

If you have lived at your current address less than two years, previous landlord info:

Previous Landlord Name:	Phone:
Mailing address:	Email:
Current Rent (per month):	How long have you lived at this address:

Are utilities included in your rent? No / Yes *(circle one)* If yes: *(circle which ones)* Heat / Electric / Cable / Internet

 **Are you, or any member of your household a Veteran?** Yes ☐ No ☐

38 U.S.C. § 101(2): The term "veteran" means a person who served in the active military, naval, or air service, and who was discharged or released there from under conditions other than dishonorable.

Will you, or a member of your family, require disability access or modifications? Yes ☐ No ☐

If due to a severe medical condition, a couple will require separate bedrooms, a statement and medical documentation from your physician are required to be submitted with this application.

References: Please provide the names of three references (not relatives) who have known you for a year or more (minister, rabbi, job supervisor, etc.)

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Source of Closing Costs *and 20% Down payment:* *(Explain how you will save closing costs of at least $2,500 (1% of sales price) to a maximum of $10,000, and/or intend to obtain down payment and closing cost assistance for the remaining closing costs and up to 20% down payment through qualified programs.)(Please note BayCoast has pledged to give qualified future NB Home Habitat families $20,000 down payment assistance.)(Please also see next informational page from the City of New Bedford Office of Housing & Community Development regarding their "Neighborhoods First" Home Buyer Program – Down Payment, Closing Cost Assistance, and Gap Financing, which you may also qualify for.)*

City of New Bedford, Massachusetts
OFFICE OF HOUSING & COMMUNITY DEVELOPMENT
572 Pleasant St, New Bedford, Massachusetts 02740
Telephone: (508) 979-1500 Fax: (508) 979-1575

Joshua D. Amaral
Director

"NEIGHBORHOODS FIRST" HOME BUYER PROGRAM

ELIGIBLE PROPERTIES	1-3 family units located within the City of New Bedford
ELIGIBLE ACTIVITIES	▪ **Down Payment, Closing Cost Assistance and Gap Financing:** **Down payment and closing cost assistance** – Total amount of the loan for down payment and closing cost assistance is 5% of the purchase price up to a maximum of **$10,000**. Applicants will have to provide a minimum of 1% of the purchase price, from their own funds, for single and two-family properties, and applicants must provide 1% of the purchase price, from their own funds, for three family properties; specific mortgage programs may require larger down payments. **Gap Financing** - The OHCD can provide gap-financing loans based on need for the difference between the applicants approved mortgage amount and the home purchase price up to **$30,000** for all properties. ▪ **Rehabilitation Assistance:** **Rehabilitation assistance** - Up to $24,000 for a single family, $40,000 for a two unit, and $50,000 for a three unit property for eligible rehabilitation costs. The properties must adhere to minimum rehabilitation standards in accordance with building codes and Massachusetts & HUD Lead Paint Statutes, prior to occupancy. The Program can also provide a Grant of $2,500 per unit, for units that receive a Certificate of Compliance for de-leading, as part of the rehabilitation loan.
INTEREST RATES	Bank first mortgage financing rates vary according to market conditions. **Down payment, closing cost assistance and GAP financing up to a maximum of $40,000 -** 0% deferred payment loan recorded as a second mortgage, forgiven after 10 years or 15 years if total project cost exceeds $40,000.00. **Rehabilitation assistance**: A 0% deferred payment loan recorded as a second mortgage, forgiven after 10 years or 15 years if the total project cost exceeds $40,000.00.
UNDERWRITING CRITERIA	Applicants must be able to secure a first mortgage through a Participating Lender according to their underwriting standards. Participating Lenders or applicants will need to provide copies of all relevant loan application documents.

ELIGIBLE BORROWERS:
All applicants must complete an approved homebuyer-counseling seminar.

Applicant's gross annual household income cannot exceed 80% of the median family income for New Bedford as determined by HUD, as follows:

2026	1 PER.	2 PER.	3 PER.	4 PER.	5 PER.	6 PER.	7 PER.	8 PER
Household Income	$73,650	$84,200	$94,700	$105,200	$113,650	$122,050	$130,450	$138,900

Housing Need Statement

The included information in my application is a true representation of all household assets, debts, credit, and is fully complete, as requested.

Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Date Received: _____ ***Date of Home Visit:*** _____ ***Date Letter Sent:*** _____ | | ***Accepted*** | | ***Denied***

INFORMATION FOR GOVERNMENT MONITORING PURPOSES

The following information is requested by the Federal Government for certain types of loans related to a dwelling, in order to monitor the Lender's compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to furnish this information but are encouraged to do so. The law provides that a Lender may neither discriminate on the basis of this information, nor on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check more than one designation. If you do not furnish ethnicity, race, or sex, under Federal regulations, this lender is required to note the information on the basis of visual observation or surname. If you do not wish to furnish the information, please check the box below. Although disclosing minority status is optional, it is helpful.

Buzzards Bay Area Habitat for Humanity does not to discriminate in the selection of applicants on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance recipients, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law. Buzzards Bay Area Habitat for Humanity is a not-for-profit organization, and we do business in accordance with Federal and Massachusetts Fair Lending Laws. BBAHFH is an Equal Housing Opportunity lender.

Limited English Proficiency (LEP): Habitat encourages applicants with diverse backgrounds to apply. For those with Limited English Proficiency, New Bedford Housing Authority has free interpretation services which will provide translation services in a multitude of languages. If help is needed with translation, please contact them at NewBedfordHousingAuthority.org or call the Habitat office at 508-758-4517 to arrange for someone to help.

Applicant Name	**Co-Applicant Name**
☐ I do not wish to furnish this information	☐ I do not wish to furnish this information
ETHNICITY	
☐ Hispanic or Latino	☐ Hispanic or Latino
☐ Not Hispanic or Latino	☐ Not Hispanic or Latino
RACE/MULTI RACE AND NATIONAL ORIGIN	
☐ American Indian, Alaskan Native	☐ American Indian, Alaskan Native
☐ Asian	☐ Asian
☐ Black or African American	☐ Black or African American
☐ Native Hawaiian or other Pacific Islander	☐ Native Hawaiian or other Pacific Islander
☐ White	☐ White
☐ American Indian or Alaskan Native *and* White	☐ American Indian or Alaskan Native *and*
☐ White Asian *and* White	☐ Asian *and* White
☐ Black or African American *and* White	☐ Black or African American *and* White
☐ Other Multiple Races	☐ Other Multiple Races
☐ American Indian or Alaskan Native *and* Black or African American	☐ American Indian or Alaskan Native *and* Black or African American
GENDER	
☐ Female	☐ Female
☐ Male	☐ Male
MARITAL STATUS	
☐ Married	☐ Married
☐ Separated	☐ Separated
☐ Unmarried (single, divorced, widowed)	☐ Unmarried (single, divorced, widowed)
VETERAN STATUS	
☐ US Veteran	☐ US Veteran

Is there any other household member who served in the armed services, or is a spouse, widow(er), parent or dependent of anyone that served in the armed services? Yes ☐ No ☐

Buzzards Bay Area
Habitat for Humanity®

SWEAT EQUITY PARTNERSHIP FORM

Habitat's sweat equity requirement is rigorous! Habitat homeowners, as well as each adult that will live in the home, are ***required to work a minimum of 300 total hours on building the home.*** You may also include some family / friends' hours into your required hours. You will not be allowed to move into the home until the hours are completed so you need to manage your time to make sure you will have completed all your hours by the time your house is built. You do not need to be experienced in construction. We train and guide you as you work side-by-side with other volunteers.

How will you arrange to have the time available to fulfill your sweat equity hours?_____

_____

_____

_____

_____

How will you manage transportation to the site?_____

_____

_____

What childcare arrangements will be available for you (children 14 and under are not allowed on the build site, but up to 50 hours of baby-sitting time by family/friends can count toward your sweat equity hours)?_____

_____

_____

_____

_____

If any condition or disability will restrict your participation on the construction site, please list the *specific medical restrictions your doctor has given you* that will limit which tasks you are assigned or how will you be able to participate (or) circle: Not Applicable (if you have no medical restrictions.)

_____

_____

_____

_____

Signed: Date:

_____

Signed: Date:

EQUAL HOUSING OPPORTUNITY

Buzzards Bay Area Habitat for Humanity®

AUTHORIZATION TO RELEASE INFORMATION

To: _____

RE: New Bedford Habitat Home Application

I, and/or adults in my household, have applied for housing and a mortgage from Buzzards Bay Area Habitat for Humanity (BBAHFH) and BayCoast Mortgage Co, LLC. As part of the process of considering my household for a Habitat for Humanity home and a BayCoast Mortgage Co, LLC, BBAHFH and BayCoast Mortgage Co, LLC may verify information contained in my application.

I, or another adult in my household, authorize you to provide BBAHFH and BayCoast Mortgage Co, LLC for verification purposes the following applicable information:

- Past and present employment or income records
- Bank account, stock holdings, and any other asset balances
- Past and present landlord references
- Other consumer credit references

I further authorize BBAHFH and BayCoast Mortgage Co, LLC to order a consumer credit report and verify other credit information.

I understand that under the Right to Financial Privacy Act of 1978, 12 U.S.C. 3401, et seq., BBAHFH and BayCoast Mortgage Co, LLC are authorized to access my financial records held by financial institutions in connection with the consideration or administration of assistance to me. I also understand that financial records involving my home loan application will be available to BBAHFH and BayCoast Mortgage Co, LLC without further notice or authorization, but will not be disclosed or released by BBAHFH and BayCoast Mortgage Co, LLC to another Government agency or department or used for another purpose without my consent except as required or permitted by law.

This authorization is valid for the life of the loan.

The information BBAHFH and BayCoast Mortgage Co, LLC obtains is only to be used to process my application for a Habitat home and for a BayCoast Mortgage Co, LLC loan. I acknowledge that I have received a copy of the Privacy Notice.

A copy of this authorization may be accepted as an original.

X_____
Signature (Applicant or Adult Household Member) Date

X_____
Signature (Applicant or Adult Household Member) Date

X_____
Signature (Applicant or Adult Household Member) Date

***you may copy this form as needed*

Buzzards Bay Area Habitat for Humanity®

HABITAT HOME APPLICATION PACKET – IMPORTANT INFORMATION

Affordable Home Deed Rider: This home will be sold with a deed rider that preserves it as an affordable home in the future. This rider will ***limit the sales price*** of the house in the future so that it will be affordable again to an income eligible household, if ever sold. Habitat must be notified prior to selling the property. The rider will also require the home to be used as your primary residency. Renting the home is not allowed; any refinancing or capital improvements will need the approval of Habitat. (You may request a copy of the deed rider for review.)

"First Time Homebuyer" definition explained – To qualify ***you must be a "first time homebuyer."*** However, ***there are several important EXCEPTIONS.*** If any of these exceptions describe your situation, you may still be considered a qualified "first time home buyer" for the purposes of this application. First time homebuyer means: The household shall not have owned a home ***within three years preceding*** the application.

Exceptions to this rule include:

1. Displaced homemakers, where the displaced homemaker (an adult who has not worked full-time in the labor force for a number of years but has, during such years, worked primarily without remuneration to care for the home and family), while a homemaker, owned a home with his or her partner or resided in a home owned by the partner;
2. Single parents, where the individual owned a home with his or her partner or resided in a home owned by the partner and is a single parent (is unmarried or legally separated from a spouse and either has one or more children of whom the individual has custody or joint custody, or is pregnant);
3. Households where at least one household member is 55 or over;
4. Households that owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations; and
5. Households that owned a property that was not in compliance with state, local or building codes and that cannot be brought into compliance for less than the cost of constructing a permanent structure.

Please note: Even if you qualify for the exception, *your previously owned home must be sold* before the time date of your application.

Financial Interest: Individuals who have a financial interest in the development and their families shall not be eligible.

Habitat for Humanity Home Mortgage Policy: All applicants are **required** to be pre-approved for a below-market rate interest mortgage as part of determining eligibility for the final lottery.

Non-Discrimination: Buzzards Bay Area Habitat for Humanity does not discriminate in the selection of applicants on the basis of race, color, national origin, disability, ancestry, children, familial status, genetic information, marital status, public assistance recipiency, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law. Buzzards Bay Area Habitat for Humanity is a not-for-profit organization, and we do business in accordance with Federal and Massachusetts Fair Lending Laws. BBAHFH is an Equal Housing Opportunity lender.

Final Lottery Preferences: There are certain preferences in the final lottery of eligible candidates: Households that need the number of bedrooms offered are first priority. Second priority are those that will need two bedrooms. Third priority are those that will need only one bedroom.

Reporting of ALL Income and Assets:

Income

- All income, of all adults 18 or older, who are members of the household and will live in the Habitat home, (even temporarily away) must be reported.
- Most of the income of full-time students over 18, other than head of household or spouse, will be disregarded for eligibility purposes as long as their student status is documented (but it still must be reported and documented).
- Adult household members with zero income must sign a certification of zero income.
- There are very few sources of income that are not counted as income. You should report all income. Our credit reviewers have the list of excluded income and will disregard any income on that list. If you have a question whether a source should be counted, list and document it, and put that question in your cover note. (Examples may include certain one-time payments or compensation specifically for medical expenses.)
- Buzzards Bay Area Habitat for Humanity uses the standards of HUD 24 CFR 24 5.609 and LIP guidelines in considering what income to count, and the required methodology of the Federal Home Loan Bank of Boston Affordable Housing Program.

Definition of Assets: The value of necessary items of personal property, such as furniture or automobiles, shall be excluded. Determination of assets shall be based upon a full and fair present cash value of the asset at the time of application to the program. If a potential purchaser divests himself or herself of an asset for less than full and fair present cash value of the asset within one year prior to application, the full and fair cash value of the asset at the time of its disposition must be declared and shall be included for purposes of calculating eligibility.

All assets of all household members, including minor children, should be listed in the application with their value, and documented. There is a $75,000 asset limitation to qualify as an affordable home ownership applicant under the Executive Office of Housing and Livable Communities (EOHLC) Ch. 40B program (which governs the homes you are applying for with Habitat).

Household Assets include the following:

1. Cash held in savings and checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average balance for the last six months. Assets held in foreign countries are considered assets.
2. Revocable trusts: The cash value of any revocable trust available to the applicant.
3. Equity in rental property or other capital investments: The current fair market value less (a) any unpaid balance on any loans secured by the property and (b) reasonable costs that would be incurred in selling the asset (e.g., penalties, broker fees, etc.).
4. Stocks, bonds, treasury bills, certificates of deposit, mutual funds, and money market accounts: The value of stocks and other assets vary from one day to another and should be determined within a reasonable time in advance of the applicant's submission of an application to participate in the subject housing program.

5. Individual retirement, 401K, and Keogh accounts: When the holder has access to the funds, even though a penalty may be assessed. If the applicant is making occasional withdrawals from the account, determine the amount of the asset by using the average balance for the previous six months. (Do not count withdrawals as income.)
6. Retirement and pension funds.
    a. While the person is employed: Amounts the applicant can withdraw without retiring or terminating employment. Count the whole amount less any penalties or transaction costs.
    b. At retirement, termination of employment, or withdrawal: Periodic receipts from pension and retirement funds are counted as income. Lump-sum receipts from pension and retirement funds are counted as assets. Count the amount as an asset or as income, as provided below. If benefits will be received in a lump sum, include the lump-sum receipt in net household assets. If benefits will be received through periodic payments, include the benefits in annual income. Do not count any remaining amounts in the account as an asset. If the applicant initially receives a lump-sum benefit followed by periodic payments, count the lumpsum benefit as an asset as provided in the example below and treat the periodic payment as income. In subsequent years, count only the periodic payment as income. Do not count the remaining amount as an asset.

    NOTE: This paragraph assumes that the lump-sum receipt is a one-time receipt and that it does not represent delayed periodic payments. However, in situations in which a lump-sum payment does represent delayed periodic payments, then the amount would be considered as income and not an asset.
7. Cash value of life insurance policies available to the applicant before death (e.g., the surrender value of a whole life policy or a universal life policy): It would not include a value for term insurance, which has no cash value to the applicant before death.
8. Personal property held as an investment: Gems, jewelry, coin collections, or antique cars held as an investment. Personal jewelry is NOT considered an asset.
9. Lump-sum receipts or one-time receipts: Inheritances, capital gains, one-time lottery winnings, victim's restitution, settlements on insurance claims (including health and accident insurance, worker's compensation, and personal or property losses), and any other amounts that are not intended as periodic payments.
10. A mortgage or deed of trust held by an applicant: Payments on this type of asset are often received as one combined payment of principal and interest with the interest portion counted as income from the asset. This combined figure needs to be separated into the principal and interest portions of the payment. (This can be done by referring to an amortization schedule that relates to the specific term and interest rate of the mortgage.) To count the actual income for this asset, use the interest portion due, based on the amortization schedule, for the 12-month period following the certification. To count the imputed income for this asset, determine the asset value at the end of the 12-month period following the certification.
11. A life estate: A life estate is an interest in real property which entitles the life tenant to benefit from the property until his or her death. Usually, the life tenant is entitled to the use of a house for life and may be entitled to sell his or her interest. This right is of value to the life tenant, but it is rarely sold on an open market. (Purchasers of real property would typically not be tempted by such an uncertain term of ownership.) The value of an applicant's life estate is included when calculating his or her assets based upon the Internal Revenue Service's latest guidance to determine the value of life estates (see Internal Revenue Service Publication 1457, "'Actuarial Values, Book Aleph," (7-1999).

Household Assets DO NOT include the following:

1. Personal property (clothing, furniture, cars, wedding ring, other jewelry that is not held as an investment, vehicles specially equipped for people with disabilities.)
2. Interests in Indian trust land.
3. Term life insurance policies (i.e., where there is no cash value).
4. Equity in the cooperative unit in which the applicant lives.
5. Assets that are part of an active business: "Business" does NOT include rental of properties that are held as investments unless such properties are the applicant's main occupation.
7. Assets that are NOT effectively owned by the applicant: Assets are not effectively owned when they are held in an individual's name, but (a) the assets and any income they earn accrue to the benefit of someone else who is not the applicant, and (b) that other person is responsible for income taxes incurred on income generated by the assets.

Reasonable Accommodation: Persons with disabilities have the right to request a reasonable accommodation related to the home, or to some aspects of the Habitat process. Please see the bottom of the Application, asking if a modification will be needed to the home, and the Sweat Equity Form, where we ask about restrictions to your participation and what you will be able to do. You must document that you/a household member has a disability, and the relevant restrictions for the accommodations that you are requesting, prior to construction.





Buzzards Bay Area
Habitat for Humanity®

P.O. Box 1584, 8 County Rd, Ste. 2, Mattapoisett, MA 02739
508-758-4517 BuzzardsBayHabitat.org

Privacy Statement and Notice

At Buzzards Bay Area Habitat for Humanity, we are committed to keeping your information private. We recognize the importance applicants, program families, tenants, and homeowners place on the privacy and confidentiality of their information. While new technologies allow us to more efficiently serve our customers, we are committed to maintaining privacy standards that are synonymous with Habitat's established and trusted name.

When collecting, storing, and retrieving applicant, program family, tenant, and homeowner data – such as tax returns, pay stubs, credit reports, employment verifications and payment history – internal controls are maintained throughout the process.

We collect non-public personal information about you from the following sources:

- Information we receive from you on applications or other forms
- Information about your transactions with us, our affiliates, or others; and
- Information we receive from a consumer reporting agency. Credit reports are not used to screen out applicants.

We may disclose the following kinds of non-public personal information about you:

- Information we receive from you on applications or other forms, such as your name, address, social security number, income and assets, and sources of income
- Information about your transactions with us such as your loan balance and payment history
- Information we receive from a consumer reporting agency such as your credit worthiness and credit history.

Buzzard Bay Area Habitat for Humanity employees and volunteers are subject to a written policy regarding confidentiality and access to applicant data is restricted to staff and volunteers on an as-needed basis. Information is used for lawful business purposes and is never shared with third parties without your consent, except as permitted by law.

As permitted by law, we may disclose non-public personal information about you to the following types of third parties:

- Financial service providers, such as mortgage servicing agents: BayCoast Mortgage Co, LLC
- Nonprofit organizations or governments; and related entities authorized to oversee grant compliance- Federal Home Loan Bank of Boston (FHLBB)
- Consumer Reporting Agencies

Please note that if Buzzards Bay Area Habitat for Humanity would be disclosing your non-public personal information to non- affiliated third parties – other than those permitted by law listed above – you would be given the opportunity to "opt out" of these disclosures by calling Habitat's office at 508-758-4517.

Buzzards Bay Area
Habitat for Humanity®

To be considered for Buzzards Bay Area Habitat for Humanity's home ownership program, applicants must show evidence of **U.S. Citizenship or Lawful Permanent Resident status.**

To verify U.S. Citizenship:

- Valid U.S. passport
- U.S. birth certificate (if born in the United States)
- Certificate of Naturalization
- Certificate of Citizenship
- Consular Report of Birth Abroad (CRBA) (if born abroad to U.S. citizen parent(s))

To verify Lawful Permanent Resident status:

- Permanent Resident Card
- A temporary I-551 stamp in your passport (if your physical green card has not yet arrived)
- In some situations, other USCIS-issued documents showing Lawful Permanent Resident status may also be accepted.
- USCIS +1

*****Please note that a Driver's License is not considered a valid form of ID for either U.S. Citizenship or Lawful Permanent Resident Status.***

Buzzards Bay Area
Habitat for Humanity®

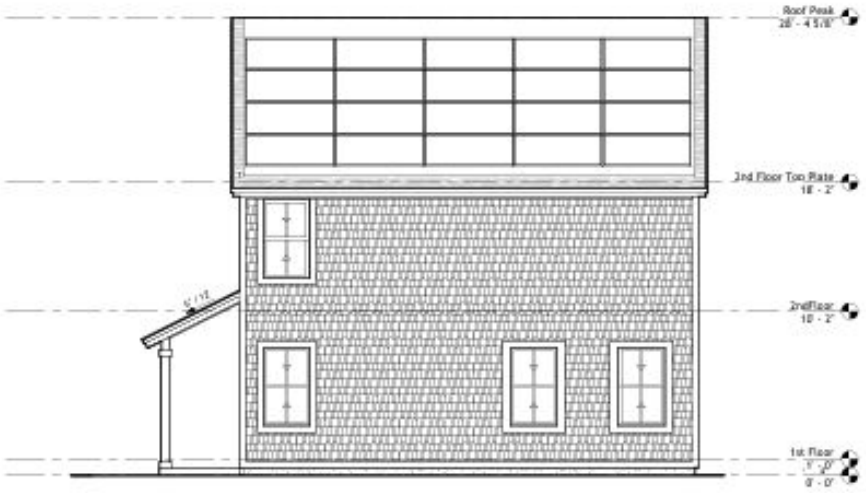
Exhibit 4-4
Indicators of Unacceptable Credit

- Little or no credit history. The lack of credit history on the credit report may be mitigated if the applicant can document a willingness to pay recurring debts through other acceptable means such as third party verifications or canceled checks. Due to impartiality issues, third party verifications from relatives of household members are not permissible.
- Payments on any installment account where the amount of the delinquency exceeded one installment for more than 30 days within the last 12 months.
- Payments on any revolving account which was delinquent for more than 30 days on two or more occasions within the last 12 months.
- A foreclosure that has been completed within the last 36 months.
- An outstanding Internal Revenue Service (IRS) tax lien or any other outstanding tax liens with no satisfactory arrangement for payment.
- Two or more rent or mortgage payments paid 30 or more days late within the last 2 years. If the applicant has experienced no other credit problems in the past 2 years, only 1 year of rent history will be evaluated. This requirement may be waived if the program loan will reduce shelter costs significantly and contribute to improved repayment ability.
- Outstanding collection accounts with a record of irregular payments with no satisfactory arrangements for repayment, or collection accounts that were paid in full within the last 6 months, unless the applicant had been making regular payments previously.
- Non-Agency debts written off within the last 36 months, unless the debt was paid in full at least 12 months ago.
- Agency debts that were debt settled within the past 36 months, or are being considered for debt settlement.
- Delinquency on a federal debt.
- A court-created or court-affirmed obligation or judgment caused by nonpayment that is currently outstanding or has been outstanding within the last 12 months, ***except***:
  - ◊ A bankruptcy in which:
    - ♦ Debts were discharged more than 36 months prior to the date of application; or
    - ♦ Where an applicant successfully completed a bankruptcy debt restructuring plan and has demonstrated a willingness to meet obligations when due for the 12 months prior to the date of application.
  - ◊ A judgment satisfied more than 12 months before the date of application.

An applicant with an outstanding judgment obtained by the United States in a Federal court, other than the United States Tax Court, is *not* eligible for a Section 502 loan. This requirement is statutory and cannot be waived.



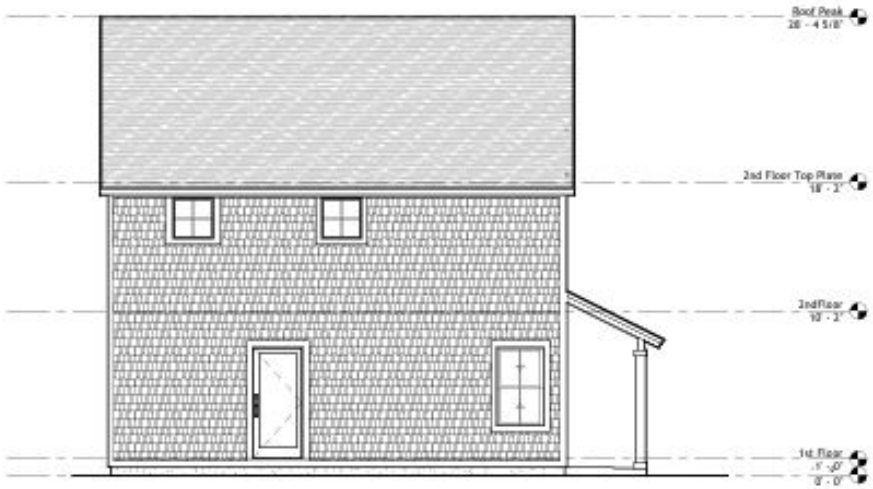
1 FRONT ELEVATION
1/4" = 1'-0"



2 SOUTH ELEVATION
1/4" = 1'-0"

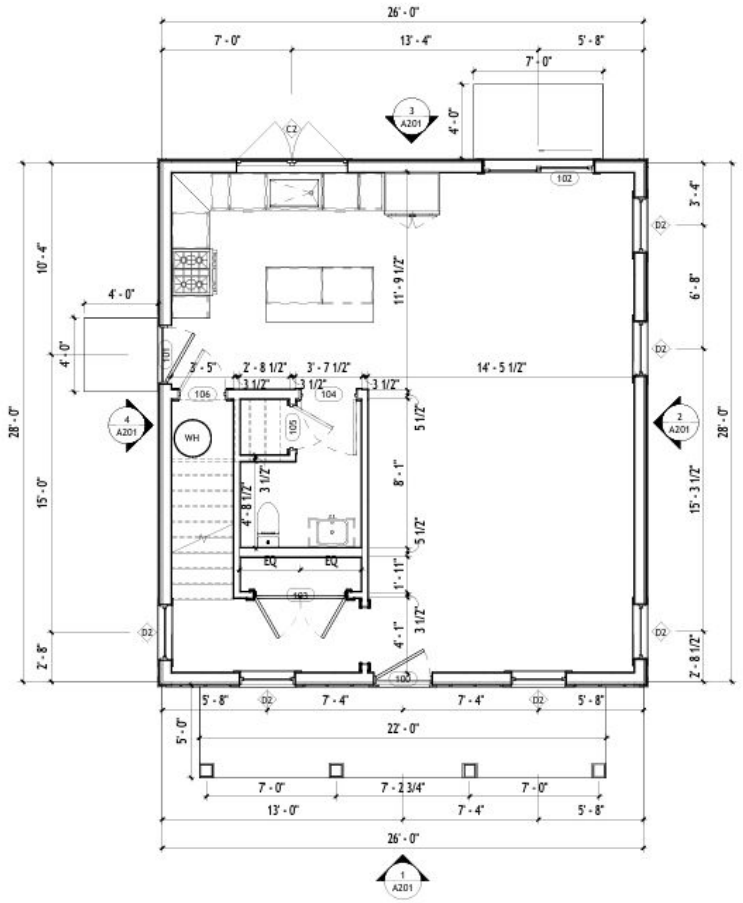


3 BACK ELEVATION
1/4" = 1'-0"

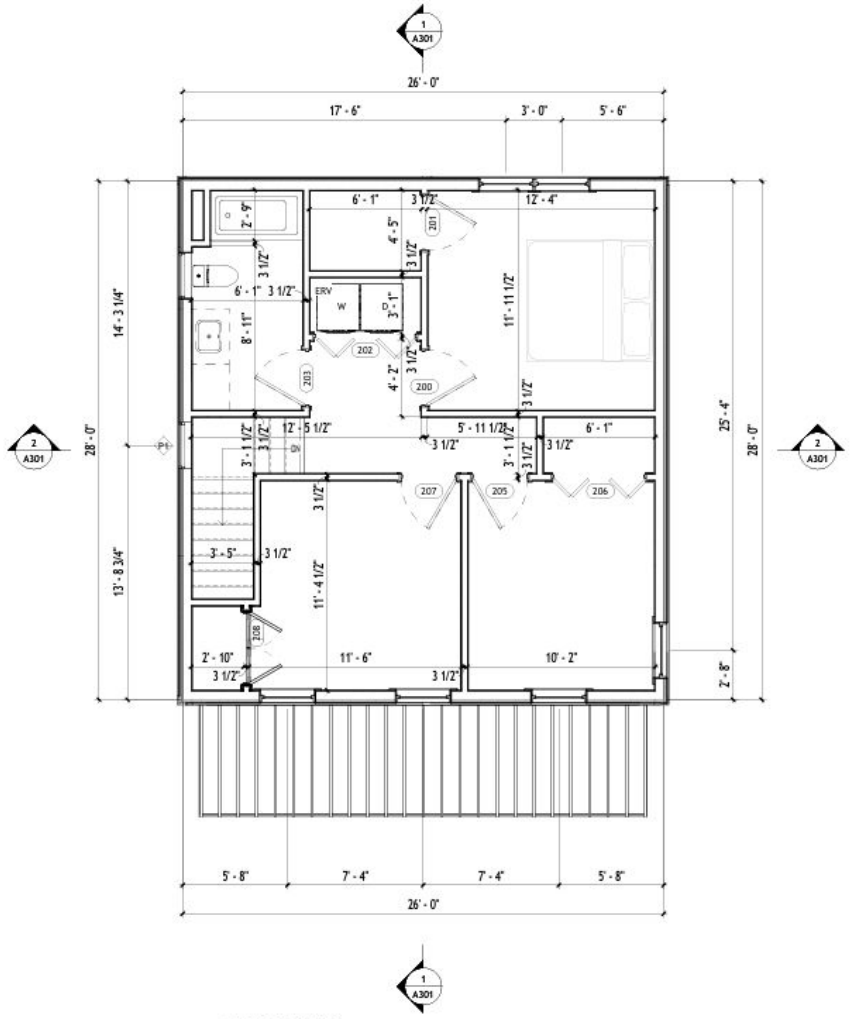


4 NORTH ELEVATION
1/4" = 1'-0"

PRELIMINARY DRAWING SCHEMATICS (SAMPLE)



1 First Floor Plan
1/4" = 1'-0"



2 Second Floor Plan
1/4" = 1'-0"

PRELIMINARY DRAWING SCHEMATICS (SAMPLE)