

Program Sub-Recipient

Golden State Finance Authority (GSFA)

1215 K Street, Suite 1650

Sacramento, CA 95814

Phone: (855) 740-8422 Fax: (916) 444-3551

Email: info@gsfahome.org**DR-HBA001-Checklist Prequalification**

Applicant Name:			
Lender Name:		Contact Name:	
Phone Number:		Fax Number:	
Email:			

This Compliance Package contains:

1. ☐ **DR-HBA002-Application and Affidavit**
2. ☐ **Applicant(s) Identification Documents for Proof of Citizenship or Qualified Alien Status**
 - ☐ For US Citizens: California Real ID, Government Issued Photo ID, Passport, Certified Birth Certificate or Naturalization/Citizenship Certificate
 - ☐ For Qualified Aliens: Government Issued Photo ID and unexpired Permanent Resident Card (front and back), Form I-94 arrival/departure record and photo identification, Active Student and Exchange Visitor Information System (SEVIS) Identification and Photo ID, Receipt Number on Form I-797 and Photo ID)
3. ☐ **Verification of MID County:**
 - ☐ 2023 - Monterey, San Benito, Santa Cruz, Tulare and Tuolumne - (February 21, 2023 - July 10, 2023)
Hoopa Valley (Zip 95546) - (February 14, 2023 - March 5, 2023)
 - ☐ 2024 - San Diego - (January 21, 2024 - January 23, 2024)
 - ☐ (2) Forms for Proof of Residency (i.e. Tax Return for Impacted Year(s), Utility Bill, etc.)
 - ☐ Lease/Rental Agreement covering Impacted Period

For Prioritized Applications for first (60) days of Program:

 - ☐ Proof of Impact (i.e. Paid FEMA Claim, Paid Renter's Claim, County documentation of property damage)
4. ☐ **County of Purchase: _____ Income Limit for County of Purchase: _____**
 - ☐ Household Income Calculation: _____
 - ☐ Household Size: _____
 - ☐ Current Signed Tax Return for all Adult (over 18 years of age) Household Members and Most Recent w2 for all Adult
 - ☐ DR-HBA005-Tax Return Affidavit (If no tax returns)
 - ☐ Current Paystubs (30 days or 4 weeks) for all Adult (over 18 years of age) Household Members (reflecting 3 months of YTD income)
 - ☐ DR-HBA006-Certificate of No Income (If no income)
 - ☐ Income Calculation Worksheet
5. ☐ **1003 Loan Application**
 - ☐ Check Section 5A for first-time homebuyer status (Checked "No" for ownership in last 3 years)
6. ☐ **DR-HBA003-Addendum to Loan Application**
7. ☐ **Verify Applicant(s) No Ownership in Any Real Estate**
8. ☐ **Start Duplicate of Benefits (DOB) – Completed by GSFA**
 - ☐ **Worksheet**
 - ☐ FEMA Check (3rd Party Database from HCD)
 - ☐ SBA Check (3rd Party Database from HCD)
9. ☐ **Assets Verification – Completed by GSFA**
 - ☐ **Total Liquid Assets Verified:** _____
 - ☐ **Amount exceeding \$100,000:** _____

The Lender Prequalification Package will not be processed, nor will a Prequalification Letter be issued for the Applicant(s), until all the items above are received, complete and correct, by the Program Sub-Recipient.

APPLICANTS(S) CANNOT EXECUTE A RESIDENTIAL PURCHASE AGREEMENT UNTIL THE PREQUALIFICATION LETTER IS ISSUED.