

FIRST-TIME HOMEBUYER GRANT REQUEST

Name(s) _____

Email _____ Phone _____

Current Address (Street, City, State, Zip) _____

Property Address of Purchase (Street, City, State, Zip) _____

The Dupaco Foundation was established in 2011 to honor the retirement of 47-year employee and long-time Dupaco Community Credit Union President and CEO, Robert "Bob" W. Hoefer. The Dupaco Foundation is designed to carry on the Bob Hoefer tradition of providing personal financial assistance to help hardworking and financially prudent individuals recover from unexpected hardship and to increase their opportunities for financial stability.

The **Dupaco Foundation First-Time Homebuyer Grant** is a one-time financial grant of \$1,000 that will be awarded to individuals for use towards their down payment of at the time of closing. The purpose of this grant program is to help qualifying individuals achieve financial stability through home ownership.

ELIGIBILITY: In order to qualify for this charitable Grant, check boxes to confirm you attest to meeting the following criteria:

RESIDENCE REQUIREMENT

This Grant Request is applicable only to the property of purchase listed above and cannot be transferred to a different property.

FIRST-TIME HOMEBUYER REQUIREMENT

- 1) Applicant is purchasing the property.
- 2) Applicant will reside in the property as a principal residence.
- 3) Applicant has had no ownership interest (sole or joint) in a residential property during the three-year period preceding the date of the purchase of the property.
- 4) Applicant has not received a first-time homebuyer grant from the Dupaco Foundation previously.

INCOME REQUIREMENT

Applicant's current household income is 300% or less than the 2024 Federal Poverty Level:

2024 POVERTY GUIDELINES			
Number in Household	300%	Number in Household	300%
1	\$45,180	5	\$109,740
2	\$61,430	6	\$125,880
3	\$77,460	7	\$142,020
4	\$93,600	8	\$158,160

Number of individuals residing in home: _____

Annual household income: _____

Household income includes income from all individuals residing in the home and should not include unguaranteed income such as bonuses or overtime.

GEOGRAPHIC REQUIREMENT

Property address of purchase is in one of the following counties:

- Iowa: Any county
- Illinois: Carroll, Jo Daviess, Rock Island, Stephenson, Whiteside
- Wisconsin: Columbia, Crawford, Dane, Dodge, Grant, Green, Iowa, Jefferson, Lafayette, Richland, Rock, Walworth, Waukesha

State: _____ County: _____

Initials to indicate applicant(s) have read page and agree to terms _____

MORTGAGE REQUIREMENT

This grant is available to applicants obtaining their mortgage with any credit union that has a physical branch in the eligible geographic counties noted in the Geographic Requirement.

Credit Union: _____

Address (Street, City, State, Zip): _____

County: _____

PROCESS: Check boxes to confirm applicants will provide required documentation and abide by the grant process and timeline (required).

DOCUMENTATION REQUIRED WITH APPLICATION

- Proof of accepted offer
- Proof of income (from your credit union)

REVIEW AND APPROVAL

Applications are reviewed every two weeks, and approval process can take up to a week. Applicant will be informed of decision via email and, if approved, asked to submit a proof of mortgage approval.

PAYMENT OF GRANT

Following receipt of proof of mortgage approval, check can take 2 – 3 weeks to be issued. Applicant understands and agrees to abide by grant cycle and how this may impact decision and payment of grant funds.

USE OF FUNDS

Applicant agrees to use all grant funds toward the down payment. In the event the property purchase is not completed, this Grant Request is no longer valid, and any grant funds provided to applicant must be returned.

REPORTING

Applicant agrees to provide documentation that grant funds were used in accordance with purpose of the grant within 30 days of home purchase.

LENDER CORRESPONDENCE: Check box to grant permission to include your lender on any correspondence related to the grant (optional).

Lender Name: _____

Lender Email: _____

By signing below, I(We) certify that the information on this Grant Request and on any attachments, both written or printed, is true and correct and represents my current condition accurately. If there are important changes, I will notify Dupaco Foundation in writing immediately. I authorize the Dupaco Foundation to gather whatever employment and mortgage information considered necessary and appropriate. I understand that if the purchase does not finalize, this Grant Request is no longer valid and all grant funds received must be returned to the Dupaco Foundation.

Applicant X _____ Date _____

Co-Applicant X _____ Date _____

SEND APPLICATION AND REQUIRED DOCUMENTATION TO: Dupaco Foundation; Attn: Community Impact; P.O. Box 179; Dubuque, IA 52004-0179

MEDIA RELEASE (optional)

For consideration which I acknowledge, I irrevocably grant Dupaco Foundation and Dupaco Foundation’s assigns, licensees and successors the right to use my image and name in all forms and media including composite or modified representations for all purposes, including advertisement, trade or any commercial purpose throughout the world in perpetuity. I waive the right to inspect or approve versions of my image used for publication or the written copy that may be used in connection with the images. I release Dupaco Foundation’s assigns, licensees and successors from any claims that may arise regarding the use of my image including any claims of defamation, invasion of privacy, or infringement of moral rights, rights of publicity or copyright. Dupaco Foundation is permitted, although not obligated, to include my name as a credit in connection with the image.

Applicant X _____ Date _____

Co-Applicant X _____ Date _____