**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**TEXAS BOOTSTRAP LOAN PROGRAM**

 **FUNDING CHECKLIST**

|  |  |
| --- | --- |
| **Funding Documents** |  |
| **Original TDHCA Real Estate Lien Note** |  |
| **Certified Copy of the Closing Disclosure & Texas Disclosure (T-64)** |  |
| **Certified Copy of Special Warranty Deed with Vendor’s Lien** |  |
| **Certified Copy of Subordination of Lien** |  |
| **Certified Copy of TDHCA Deed of Trust** |  |
| **Copy of Survey and Title Letter** |  |
| **Copy of Notice of Invalidity of Oral Agreements** |  |
| **Copy of Document Correction Agreement** |  |
| **Copy of Self-Help Affidavit** |  |
| **Initial Loan Contact Information** |  |
| **Copy of Affidavit of Identity** |  |
| **Copy of Affidavit of Occupancy** |  |
| **Copy of Mortgage Fraud Notice** |  |
| **Copy of W-9** |  |
| **Copies of Other Executed Lien Documents (Deeds of Trust & Notes)** |  |
| **Copy of Certificate of Occupancy or Final Inspection (as applicable)** |  |

TDHCA PROGRAM SERVICES USE ONLY

|  |  |
| --- | --- |
| Reviewed by: |  |
| Date: |  |

**The Administrator may request the Bootstrap Program Administrative Fee only after the Owner-Builder has completed construction on their home and closed the Bootstrap Loan.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Loan #:** | |  | | |
| **Owner-Builder Name:** | |  | | |
| **Administrator:** | |  | | |
| **TDHCA Loan Origination Agreement #:** | |  | | |
| **Requesting Bootstrap Loan Proceeds**  **in the amount of:** | | **$** | | |
| **Requesting Bootstrap Administrative Fee in the amount of (10% of Loan Amount):** | | **$** | | |
| **Total Amount of Bootstrap Funds Requested:** | | **$** | | |
|  | | | | |
| **ADMINISTRATOR/TITLE COMPANY** | | **BANK** | | |
| **Wire to:** |  | **Bank Name:** | |  |
| **Address:** |  | **Address:** | |  |
| **Telephone:** |  | **Telephone:** | |  |
| **Contact Name:** |  | **Account #:** | |  |
| **GF #:** |  | **Bank ABA Routing #:** | |  |
| **Signature:** |  | |
| **Printed Name:** |  | |
| **Title:** |  | |
| **Date:** |  | |