**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:** |  |