City of Cleveland Heights
DOWN PAYMENT ASSISTANCE LOAN PROGRAM
FOR ELIGIBLE OWNER-OCCUPANT APPLICANTS

Facilitated by: Home Repair Resource Center

This program is available city wide within the City of Cleveland Heights, Ohio.

- Up to $30,000 Down Payment Assistance for a Single-Family Home*
- Up to $50,000 Down Payment Assistance for a Two-Family Home**

*Sales Price Limit for property is up to $ $313,500
**Sales Price Limit for property is up to $ 402,000

This is a deferred payment, zero-interest (0%) second mortgage.

- 50% forgivable over 5 years for households under 80% AMI
- 50% forgivable over 5 years for households under 120% AMI in qualified census tracts
- For households under 120% AMI outside a qualified census tract, the loan is to be repaid immediately at the time of resale, transfer, or if the property is no longer owner-occupied.

Eligible Applicants:

Applicant(s) must be at or below the following income guidelines for their household size:

	2025 Gross Income Limit	
Household Size*	80% AMI	120% AMI
1	$55,650	$83,500
2	$63,600	$95,400
3	$71,550	$107,350
4	$79,500	$119,300
5	$85,900	$128,800
6	$92,250	$138,350

*call (216) 381-6100 for additional income limits if your household size is not shown

Applicants must also meet the following requirements:

1. Receive certification of completion of pre-purchase and home maintenance counseling from a H.U.D. approved agency.
2. Contribute a minimum of 3.50% of the sales price towards the home purchase (gift funds also eligible).
3. Receive approval and first mortgage commitment for the purchase of the home from a mortgage lender.

The mortgage rate and other possible fees (such as broker fee, origination fee and points) must not be excessive for the type of mortgage obtained by the buyer: conventional, FHA, VA. No prepayment penalties or balloon payments.

The Property Must Be Inspected for Code Violations and Defective Paint

- The property must be occupied by the seller or vacant for a minimum of 90 days.
- Defective paint issues must be satisfied prior to application and initial inspection by the City of Cleveland Heights.
- Health and safety code violations must be satisfied before the owner can receive approval to occupy the home.

MAXIMUM ASSISTANCE

The maximum amount of down payment assistance available varies, based on the income of the qualified applicant, specifically as follows:

- 17% of sales price or $30,000 (whichever is less) for borrowers at or below 80% AMI,
- 17% of sales price or $30,000 (whichever is less) for borrowers at or below 120% AMI located inside of a qualified census tract
- 13% of sales price or $30,000 (whichever is less) for borrowers at or below 120% AMI located outside of a qualified census tract

The borrower's income will be calculated at the time of application. Regarding Two-family purchases, potential rental income will be added to the borrower's monthly income. The calculated total income must not exceed set income guidelines. The maximum amounts available will be based on the sliding scale above, with no more than $5,000 or 6 months of PITI, whichever is greater, of liquid assets after buyer contribution.

It is strongly recommended that applicants obtain a 60-day funding reservation before entering a purchase agreement. **Please allow at least 30 days for processing and review of the application.**

Applications are available on the web at www.hrrc-ch.org. Applications are available from Home Repair Resource Center or the City of Cleveland Heights Housing Preservation Office.

The applications are submitted through your first mortgage lender. When you are ready to return your application with your supporting documentation, you may scan/ email (costrom@hrrc-ch.org), drop off (2520 Noble Rd. Cleveland Hts. M-F, 10-4) or mail it in. Please scan all documents as Adobe PDFs. Pictures of the documents will not be accepted.

Please call at (216) 381-6100 if additional information is needed.