

Thank you for requesting information on the Home Improvement Loan Program. Currently, Three Rivers Community Action, Inc. administers Minnesota Housing Finance Agency's Fix-up Fund loans. Most improvements to the livability, accessibility, or energy efficiency of a home are eligible including - electrical wiring, a new roof, room additions, a garage, even septic repairs are just some of the possibilities. Applicants can borrow up to \$35,000.00 at the current interest rate of 7.25 per cent and the repayment period can not exceed 20 years.

To be eligible applicants gross income can not be more than \$90,000.00, average monthly debt to income ratio, including the new debt, must be less than 48 per cent, applicants must have equity to support the outstanding debt of the property and credit is reviewed.

To speed the processing of your application, please do the following:

1. Complete the application. Please do not leave any questions unanswered.
2. Obtain copies of the following:
  - Bids or estimates for the work to be done. Do not sign an actual contract for the work until you are assured financing. Have the contractor(s) sign the enclosed Contractor Warranty form.
  - Most recent property tax statement.
  - Deed, contract-for-deed, or first mortgage of your home.
  - Verification of your income from all sources.
  - Verification of homeowner's property insurance.

Return to us your completed application and the copies of the above verifications. We will evaluate your application based on your income, your credit history, and your ability to repay a loan based on our underwriting standards. We will notify you of your qualifications for the loan.

When you qualify, we will make the loan to you. Then, we will sell the loan to the Minnesota Housing Finance Agency (MHFA). By the time your first payment is due, MHFA will provide you with payment instructions.

If you have any questions concerning the loan process, please contact me. Thank you.

Sincerely,

Jane Vanderbosch  
Loan Processor