



City of Phoenix

The City of Phoenix Neighborhood Stabilization Program Homeownership Assistance

How You, the Real Estate Professional, Can Help

The city of Phoenix encourages families to use the services of a real estate professional. Because there are specific eligibility criteria for a household to participate in the Neighborhood Stabilization Program (NSP) and specific eligibility criteria for a residential property, the services of a real estate professional will be critical to the success of NSP and your client.

We hope you will find this fact sheet a handy reference tool as you work with your client to obtain benefits of the Neighborhood Stabilization Program.

How You Can Help:

- Ensure the family is income eligible per the table below.

Family Size	1	2	3	4	5	6	7	8
120% AMI Income*	\$55,350	\$63,250	\$71,150	\$79,100	\$85,400	\$91,750	\$98,050	\$104,400

huduser.org/Datasets/nsp.html

* In determining a family's income, all wages and salaries of all family members over age 18, is considered as well as other sources of income. Contact a HUD-certified counselor to understand all inclusions and exclusions when determining income eligibility to participate in NSP.

- Ensure family completes the required homeownership counseling. For a list of Phoenix counselors, visit phoenix.gov/NSD/fhudage.html
- Ensure family qualifies for a 15-year or a 30-year fixed, fully amortizing loan product.
- Ensure family is interested in purchasing a foreclosed single family, condominium (condo conversions are not eligible) or townhome residential property in Phoenix.
- Ensure the property is scheduled for and passes a Housing Quality Standards (HQS) inspection prior to the close of escrow.
- Ensure an appraisal is conducted according to USPAP standards and URA requirements.(See handout on Appraisal Requirements)

- Ensure the purchase contract includes the city-required four contingencies:
 1. Purchase price is no more than 99 percent of the “as is” appraised value of the property as determined by an appraisal conducted within 60 days prior to closing.
 2. Property is in compliance with the city of Phoenix Neighborhood Preservation Codes (see phoenix.gov/CLEANPHX/topseng.pdf).
 3. Property must pass a Housing Quality Standards (HQS) inspection as defined by the Department of Housing and Urban Development (see Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f)).
 4. Purchase contract must contain a signed “Lead Disclosure Form” from seller for properties built pre-Jan. 1, 1978. Additionally, an HQS inspector will assess the paint condition. Lead paint repairs must comply with requirements in the Lead Disclosure Rule (24 CFR part 35, subpart k).

- Ensure family purchases a three-year home warranty policy. This cost will be paid from the \$15,000 Homeownership Assistance loan.

- Assist family, lender, title company and all parties involved in the transaction to understand all city-required closing documents.

More Information

To assist you and your client in finding out more about NSP, attend an upcoming **Information Session**. For a schedule and location of these information sessions, visit phoenix.gov/NSD/fevent.html