



HOMEOWNERSHIP PROGRAM
Habitat Partner Lending Track
ORIENTATION





OUR MISSION:



Seeking to put God's
love into action,



Habitat for Humanity
brings people
together to build



homes, communities
and hope.



Our Vision

A world where everyone has a safe, healthy,
and affordable place to live.

What is the Homeownership Program?

A program that provides income-eligible families the opportunity to purchase a home with an affordable 30-year mortgage featuring a below-market interest rate.

Habitat's homeownership journey takes 18–24 months and requires commitment, education, and volunteer hours. Through financial counseling, homeownership training, and community service, buyers prepare for long-term success and demonstrate partnership and shared investment. Throughout the application process and program participation, income and current debt are reviewed regularly to ensure continued eligibility.

To qualify, applicants must have a stable income from employment and/or non-employment sources (such as Social Security, Disability, or Pensions) and demonstrate the ability to make full, on-time monthly mortgage payments that do not exceed 30% of their gross income.

Habitat Forsyth builds homes and also partners with other builders who use established floor plans. This program does not offer custom-built homes. While limited design selections—such as exterior colors, shutters, or countertops—may be available, they are not guaranteed. What is guaranteed is a well-built, high-quality home that meets Habitat's standards for safety and durability.

We build 3-, 4-, and up to 5-bedroom homes based on family size and household needs. Children of different genders, or of the same gender with a five-year age difference, are provided separate bedrooms. Homes are also designed or modified as needed to ensure accessibility for household members with disabilities.

Homeownership Program Qualifications

Habitat Partner Lending Track

1

Be Income eligible: Meet income requirements of 60%-80% AMI with minimum income of \$50,000. Applicants must qualify for financing through our third-party lending partner and agree to a low interest mortgage opportunity, currently under 3%.

2

Have a Debt-to-income ratio below 36% with Reasonable Credit History

4

Be a US Citizen or Permanent Resident

5

Live or work in Forsyth County, NC for the past 12 months, have proof of rental history, and demonstrate a need for housing: overcrowded conditions, inadequate housing structure, cost burdened or unsafe neighborhood

6

Be a First-time homebuyer (have not owned any property in the last 3 years). Provide evidence of legal separation or divorce (or other legal releases as appropriate) if a spouse is not participating as an applicant.

7

Be willing to partner with Habitat Forsyth by completing sweat equity hours, financial literacy, and homebuyer education requirements, and by keeping information current through regular meetings and timely updates.

Ability to Pay



- ▶ Income that is Steady, Reliable, and Verifiable (Minimum 1 year history)
 - Permanent Employment
 - Retirement
 - Social Security or Disability
 - **Schedule C** – If you are Self-Employed (2 years tax verification required)

2025 Annual Income Guidelines



Minimum income of \$50,000 to qualify for the Habitat Partner Lending Track

Household size	Max Annual Income
2	\$55,500
3	\$62,450
4	\$69,350
5	\$74,900
6	\$80,450
7	\$86,000
8	\$91,500

(These income amounts come from HUD and may change yearly)

Ability to Pay

Ability to Pay \$130 at Letter of Intent Signing

- Agreement of responsibilities between Partner Family and Habitat Forsyth



Ability to save \$4,000

- Throughout the timespan of being in the program
- Covers closing costs and establishes an emergency savings account.

Ability to pay on current collection/debt

- Delinquent debt should not exceed \$15,000
- Must be making minimum monthly payments
- Must NOT acquire any new debts



Reasonable Credit History & Willingness to Partner



Satisfactory Rental History

- Late rent payments

No Unsatisfied Judgments/Liens

- Owe previous landlord

No Bankruptcies or Foreclosures in the past 5 years

Student loan debt must Not be more than 1.5 times annual gross income

Medical collections less than \$5,000

Collections and Charged Offs less than \$15,000

Debt to Income Ratio must be 36% or less

Signing Letter of Intent

Move where we are currently building

Always provide Accurate Information

- Lost/Change of Job, received a raise, decrease in salary
- Legally Married/Divorced
- Expecting a Child

Work with Staff and Contractors / Volunteer

- Habitat ReStore, Construction Site, other approved volunteering opportunities

Attend Required Classes & Make continuous progress on and complete Sweat Equity hours

Sweat Equity Hours

Single Head of Household 300 Total Hours

Dual Head of Household 400 Total Hours

► CONSTRUCTION

- Building on your Home and/or Home of other Partner Families

► RESTORE

- Complete a minimum of 20 hours at the Habitat ReStore, a funding arm that supports Habitat's mission.

► FINANCIAL CLASSES

- Money Management
- Financial Peace University
- Financial Literacy curriculum
- Meeting with Financial Counselor
- Acquire a Homebuyer Education Certificate

► DEVELOPMENT

- Attend Additional Educational Opportunities
- Home Maintenance Workshops



Application Process

Time Frame: 1-3 months

1

MINI APPLICATION

Watch Orientation for homeownership program online
www.habitatforsyth.org/homeownership/

2

Submit complete MINI APPLICATION at our office
1023 W 14th St Winston-Salem NC 27105 or at the gate after hours and pay the \$65 fee per applicant, Credit report will be pulled at this time.

3

Household income is calculated, Employment & Landlord Verification is reviewed and verified, Credit reviewed for Eligibility.

Letter will be mailed to those denied with reason for denial.

Those who meet initial eligibility criteria will be called to complete an Online Full Application

4

SUBMIT FULL APPLICATION online & Submit ALL required documents in Office by deadline provided.

Phone Interview – *If necessary*

5

Full APPLICATIONS will be REVIEWED

Letter will be mailed to those denied with reason for denial.

Approved Families will receive an invitation to partner with Habitat Forsyth

6

Invitation to Letter of Intent (LOI) signing (Partnership Agreement)

7

Let's get started...
Homeownership Expectations Class

MINI APPLICATION PROCESS – Required Documents



Mini App

Please be sure to fully complete all 6 sections of the Mini application and Sign before submission

Employment Verification (1 year continuous)

for **all** employed in the household, include Award letters for disability, social security, retirement or pension income, if applicable. (MUST USE FORM PROVIDED)

If Self Employed...

2 years of Tax documentation (1099) with Schedule C attached is Required

Landlord Verification

MUST USE FORM PROVIDED (1 year Continuously) Your Landlord must fill out the bottom section, If not possible we will need a 12-month ledger. **If late payments are present, include a letter of explanation**

Money Order or Cash

Non-refundable.

\$65 per Applicant (Credit Pull fee). Exact Cash or Money Order Payable to HFHFC **No personal checks accepted.**

Credit Report will be pulled

Please ensure your Credit is not Frozen, if Credit is Frozen when pulled you will need to repay the fee to be considered

FULL APPLICATION

An Online application will be sent to you.

Required Documents will need to be submitted in office.

No Original documents will be accepted. Make copies prior to drop off.



Birth Certificates

for **all** living in the home

Verification of social security #

for **all** living in the home

Valid ID

For all applicants (Please make sure that your name matches your Birth Certificate, ID, and Social Security card)

Verification of Income

For ALL currently employed in the home. 4 most recent pay stubs from **all** current employed

Tax return(s) and W-2(s)

For 2 previous years. Only include first 2 pages of 1040 Tax documentation

Certified Criminal Report

For **all** 18 and up. Cost \$25 each at courthouse (**bring original copy**) **Include letter of explanation for any charges, past or current.**

Verification of Marital Status

Marriage certificate, divorce papers, or legal separation documentation with free trade agreement **REQUIRED** if spouse is not an applicant

DD-214

if Veteran of the U.S. military

PROGRAM TIMELINE

Start the Program

- Sign Letter of Intent
- 0 SE Hours

Lot Selection

- Completed $\frac{1}{2}$ of your hours and Saved $\frac{1}{2}$ of your savings goal

Closing

- Completed All SE hours
- Saved \$4,000+

Time Frame for Sweat Equity hours & Construction of your Home

- 12-18 months



Habitat Forsyth Homes!



(Crawl Space)



SLAB

Estimated timeline

Application Process

- 1 - 3 months



Sweat Equity hours & Construction of Home

- 12-18 months

Typically, **18-24 months** from initial application until completion of the homeownership program

Owning a Habitat Forsyth Home

Frequently asked Questions

If I buy a Habitat Forsyth house, can I ever sell it?

Yes. Homeowners may sell their Habitat Forsyth home at any time. However, Habitat Forsyth retains the right of first refusal to repurchase the home to preserve it as affordable housing. Additionally, the mortgage includes a shared appreciation agreement, which means the homeowner shares a percentage of the home's appreciation with Habitat Forsyth over a set period (typically 10-15 yrs).

Are there any other restrictions on owning a Habitat Forsyth home?

Yes. Like most affordable housing programs, Habitat Forsyth requires that all homes are owner-occupied. Homeowners cannot rent out the home, leave it vacant, or use it primarily for business purposes. The property (house and yard) must also be well maintained. Once the mortgage is fully paid off, these restrictions are lifted.

What happens if I can't work due to illness, injury, or reduced hours and can't pay my mortgage?

If a homeowner experiences a temporary or permanent change in income, Habitat Forsyth will meet with them to discuss the situation and create a plan to help get payments back on track. We send monthly updates documenting progress and work closely with homeowners who demonstrate commitment and follow-through to help them keep their homes. While foreclosure is never our initial course of action, continued failure to make payments may eventually result in foreclosure and loss of the home.

Frequently Asked Questions

What happens in the event of a homeowner's death? Does Habitat take back the house?

No, Habitat Forsyth does not automatically take back the home. In North Carolina, the home becomes part of the homeowner's estate, and ownership is transferred according to the homeowner's will or state intestacy laws if no will exist. Habitat strongly encourages homeowners to have a valid will in place to clearly identify who will assume responsibility for the home and any remaining mortgage balance.

I already own land. Can Habitat Forsyth build on it?

No. Habitat Forsyth only builds on land that the organization owns. This policy ensures that Habitat's investment and resources are protected from potential liability and complications that can arise from building on privately owned property.

Do I get to choose where I will live?

Habitat Forsyth acquires land through purchase or donation, and available lots are often limited based on affordability. Due to rising land costs and reduced land availability across the area, applicants must be flexible about where their future home will be located. Homebuyers will have the opportunity to select from Habitat's current or upcoming construction sites at the time of lot selection; however, specific locations cannot be guaranteed or promised at the time of application. Final placement depends on where Habitat is actively building.

For additional questions, please reach out to
Homeownership@habitatforsyth.org

or call 336.306.8402

We are available Monday-Thursday, 9 AM-5
PM. Please allow up to 24 hours for a
response, and we will get back to you as
soon as possible.