



HARRISON COUNTY HOME CONSORTIUM

CITY OF GULFPORT, AS LEAD-AGENCY

P. O. Box 59

GULFPORT, MISSISSIPPI 39502

(228) 868-5736

REQUEST FOR CHECK

Date: July 21, 2017

Name: Adam and Kaitren Breland

Property Address: 19461 W. Lake Village Drive

City, State, Zip: Gulfport, Mississippi 39503


The above named applicant has completed all requirements of the Harrison County Home Down Payment Assistance Program and is eligible to purchase an affordable home within the unincorporated areas of Harrison County utilizing HOME Investment Partnership Funds.

The City of Gulfport, as Lead Agency and Administrator for the program approved by the Harrison County Board of Supervisors, request the Board of Supervisors to issue payment to the above named homebuyer to complete the home purchase. Closing shall occur within 10 days of issuance of check.

City of Gulfport, as Administrator, will hand deliver the check and attend the loan closing on behalf of the Harrison County Board of Supervisors.

Please issue a check in the amount of: \$25,000.00

Make payable to: LAURA F. PAULK, PLLC (DO NOT MAIL CHECK)



Karen C. McCarty, Federal Programs Administrator
Harrison County HOME Consortium
City of Gulfport, as Lead Agency

HCHC
HARRISON COUNTY HOME CONSORTIUM
DOWN PAYMENT ASSISTANCE PROGRAM
PROJECT RECOMMENDATION FOR FUNDING

Date: July 21, 2017

Project Address: 19461 W. Lake Village Road

Applicant: Adam and Kaitren Breland

Proposed Down Payment Assistance Funds: \$25,000.00

To: Harrison County Board of Supervisors

From: City of Gulfport, Community Development Division

Dear HCHC Board of Supervisors:

The HCHC Applicant, Adam and Kaitren Breland, has requested "housing down payment assistance" from Harrison County HOME Consortium for the purchase of an affordable residential property located at 19461 W. Lake Village Road, Gulfport, MS 39503, Harrison County, MS.

The City of Gulfport's Community Development Division has reviewed all HCHC Program documentation required for funding approval listed below:

- Completed Program Application (income eligibility)
- Environmental Clearance
- Copy of 2016 Tax Return or W-2 for 2016
- Copy of Sales Contract for Home
- Copy of Loan Application
- Copy of Preliminary HUD-1
- FHA Credit Analysis Worksheet, VA Loan Analysis or Transmittal Summary Sheet
- Subsidy Layering Analysis
- Copy of Certification of Homebuyer's Education
- Copy of Promissory Note (unexecuted draft for approval purposes)
- Copy of Deed of Trust (unexecuted draft for approval purposes)
- Copy of Warranty Deed (unexecuted draft for approval purposes)
- Copy of Home Inspection
- Copy of Appraisal
- Copy of Flood Certification
- Copy of Insurance Policy/quotes
- Copy of Termite Report

The Community Development Division of the City of Gulfport, Program Administrator for Harrison County, has determined this project is compliant with HCHC Homeowner Down Payment Assistance Program Guidelines and applicable federal regulatory compliance and submits this recommendation for funding.

Karen McCarty
Karen McCarty, Community Development Administrator

7/27/17
Date

ORDER approving issuance of check in the amount of \$25,000.00 to Laura F. Paulk, PLLC for the benefit of Adam and Kaitren Breland, as recommended by the administrator of the Harrison County Home Consortium to serve as a down payment on purchase of property located at 19461 W. Lake Village Drive, Gulfport, payable from 064-459-700.

Breland
8/7/17
