

**SECTION 184A NATIVE HAWAIIAN HOUSING LOAN GUARANTEE
PROGRAM
DHHL INSTITUTIONAL LOAN – HUD PROCESSING (No DG)
FIRM COMMITMENT SUBMISSION CHECKLIST**

BORROWER: _____ **Case #** _____

ITEM	INCLUDED
Firm Commitment Submission Checklist	
Section 184A Case Number Request Form (with case number assignment)	
Mortgage Credit Analysis Worksheet	
Maximum Mortgage Worksheet (Single Close Only)	
Good Faith Estimate	
Executed Uniform Residential Loan Application (including Addendum A)	
Land Status Information; Lease Instrument including any amendment, addendum, succession or assignment of lease documentation	
CAIVRS	
Appraisal including supporting documentation as provided by the appraiser	
DHHL's Audited Financial Statements (Current and Previous 1 Year)	
Demonstration of DHHL's skills and experience to successfully undertake similar development activities	
Assets Analysis (proving sufficient debt coverage)	
Demonstration of Sufficient Market	
Marketing Plan (sales project)	
Demonstration of DHHL Property Management Skills (rental projects)	
Project Pro-Forma (rental projects)	
Rental and Maintenance Plan (rental projects)	
Evidence of Authority to Borrow	
Evidence of Ability to Obtain Deficiency Judgment	
Verification of Deposit/Funds to Close and Source of Funds	
Credit Report	
Flood Certificate	
Environmental Assessment *Applications for 5 or more homes must include an environmental assessment under the National Environmental Policy Act (NEPA) and compliance with regulations	
Explanatory Statements	
Construction Documents	
Detailed Plans and Specifications	
Construction Schedule	
Cost Estimate	
Construction Contract	
Site Map and Legal Description of the proposed property(ies)	
Breakdown of Costs	
Builder Certification, HUD 92541	