

First Front Door

First Front Door (FFD) assists first-time homebuyers by providing \$3 for every \$1 the homebuyer contributes toward down payment and closing costs, up to \$5,000.

Eligibility Requirements	
First-Time Homebuyer (as defined by U.S. Department of Housing and Urban Development)	One of the following must apply: <ul style="list-style-type: none">▪ Has not owned a home within the past three years▪ Has owned a home within the past three years as a married person, but is now applying for a mortgage as a single person▪ Is married, but his/her spouse has not owned a home within the past three years
Income	The household income must be no more than 80 percent of the area median income, as defined at www.huduser.gov/portal/datasets/il.html .
Personal Funds	The homebuyer must contribute funds toward down payment and closing costs.
Counseling	Prior to closing, the homebuyer must complete four hours of homeownership counseling that includes the topic of predatory lending. A list of approved counseling agencies is available at www.firstfrontdoor.com .
Home Purchase	The mortgage must be secured with the member that is submitting the FFD application. The home must be purchased as a primary residence.
Retention	A five-year FFD Real Estate Retention Agreement must be secured.
Students	Homebuyers who are students must work 30 or more hours per week.

Learn more at www.fhlp-pgh.com/ffd. If you have questions, email firstfrontdoor@fhlp-pgh.com or call 412-288-3400, option 4.



Disclaimer: FHLBank Pittsburgh products are governed by various agreements between FHLBank Pittsburgh and its members, as well as certain FHLBank Pittsburgh policies and applicable regulations. In the event of any inconsistencies between this document and such agreements, policies and regulations, the agreements, policies and regulations will be determinative.

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Member Responsibilities	
Member Enrollment	Confirm that your institution is enrolled in FFD.
Homebuyer Eligibility	Determine homebuyer eligibility, including a household income of 80 percent or less of the area median income. Income guidelines are available at www.huduser.gov/portal/datasets/il.html .
Homebuyer Reservation	Assist the homebuyer in gathering income documentation, and submit an FFD reservation request on their behalf during an open funding round. Round dates are available at www.fhlp-pgh.com/ffd . Within 10 business days of a completed reservation request, FHLBank Pittsburgh will let you know if the homeowner received a 180-day FFD grant reservation.
Homebuyer Reservation Period	Verify that the homeowner completes the following during the 180-day reservation period: <ul style="list-style-type: none">▪ Selects a single-family home for purchase▪ Secures a mortgage with your institution▪ Completes the required homeownership counseling▪ Closes on the property
Retention	Execute the FFD Real Estate Retention Agreement, which is secured for five years.
Homebuyer Counseling	Verify that four hours of homeownership counseling, including the topic of predatory lending, was completed with an approved agency. A list of agencies is available at www.firstfrontdoor.com .
Settlement and Closing	Complete the Closing Disclosure to confirm: <ul style="list-style-type: none">▪ The ratio of FFD funds and homeowner contributions is 3-to-1, up to a maximum of \$5,000, and homebuyer contributions do not include seller assist, grants, or forgivable or other loans▪ The homebuyer receives no more than \$250 cash back at settlement – no exceptions The mortgage must close in your institution's name. Your institution will advance FFD funds toward down payment and closing costs at the time of closing.
Disbursement	Submit required documents to FHLBank and request reimbursement of the FFD grant before the 180-day reservation expires.

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