NEVADA RURAL HOUSING

Administrator's Guidelines

Home At Last™ Launchpad*

***These guidelines are for Launchpad, not Launchpad for First-Time Homebuyers. Please review the separate guidelines for the Launchpad FTHB Program**

Servicer

Published 03/14/25
Revised 11/02/26
Updates are shown on Page 3

EQUAL HOUSING OPPORTUNITY

eHOUSINGPLUS
Program Management Specialists

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REVISIONS TABLE 2026

Archived Revisions located on the last page of this guide

DATE	ITEM - EFFECTIVE IMMEDIATELY UNLESS OTHERWISE NOTED	Page
05/01/26	Revised manufactured housing FICO effective 05/01/26	9, 10, 13
06/11/26	Revised Income Limits	12
06/12/26	Revised income calculation – NPS no longer included in calculation Revised refinance verbiage	11 15
11/02/26	Clarified manual underwriting to only be allowable with Home At Last Revised loan delivery timeline for Home At Last to 60 days effective with new loan reservations 11/02/26	15 24

NEVADA RURAL HOUSING AUTHORITY TEAM



Nevada Rural Housing Authority
Sponsors the first mortgage and down payment assistance program, sets the rate, term and points, and markets the program, and provides program training to participating lenders.

Participating Lenders
Take applications, reserve in their own systems and the eHousingPlus Lender Portal, process, underwrite, approve, fund first mortgage and down payment assistance at closing, close and sell qualified loans to the program. Lenders are responsible for servicing program loans in accordance with Agency requirements until they're purchased by the Master Servicer.

US Bank
Master Servicer
Provides information on acceptable loan products and delivery and funding, receives all first mortgage files, reviews first mortgage files, notifies lenders of first mortgage file exceptions, approves first mortgage files, purchases pools and delivers loans, buys first mortgage and provides delivery certificate.

eHousingPlus
Program Administration
Maintains the program reservation system, websites, and posts Administrator's Guidelines, forms and training materials, provides system training, answers program and system questions, receives first mortgage compliance files, reviews, posts and notifies of exceptions and approves compliance file.

CONTACT DIRECTORY
954-217-0817 or Toll Free (888) 643-7974
Select Option #2

Question	Option #	email
Lender Training (Program & System)	Option #4	Click here
Lender User Access (Credentials, Disabled Access, etc.)	Option #1	Click here
eHPay - Digital Payment of Compliance Fees	Option #3	Click here
Program Eligibility Questions - READ THIS GUIDE FIRST	Option #2	Click here
Deficiencies - To view and upload compliance file deficiencies	View compliance and Servicer DEFI's in eHP FrontPorch using Digital Docs App, Deficient Compliance Files drop down menu.	
Loan Specific Questions - If you have any questions related to a specific loan already reserved/rate locked in the eHPortal.	Post note in Collaboration Station within eHP FrontPorch	
Credit underwriting questions, refer to their internal UW Department or US Bank	(800) 562-5165	Click here
System Errors - Technical Assistance	Option #6	Click here
U.S. BANK DU Findings, DTI, Insurance, Collateral and Purchase of the loan questions all need to be addressed by the Servicer directly. eHousingPlus cannot assist you with questions related to these items. Shipping First mortgage closed loan files Questions regarding exceptions on first mortgage closed loan files	(800) 562-5165	Click here
U.S.Bank All Regs Site	Use this link, then select U.S. Bank HFA Lending Guide/500: Housing Finance Agency Programs/Nevada/Nevada Rural.	

PROGRAM PRODUCTS

PLEASE NOTE THAT RATES AND ASSISTANCE AMOUNTS ARE SUBJECT TO CHANGE AT ANY TIME. With respect to reserved loans, the rate and assistance will not change as long as loans are delivered according to the timetable included in this Guide.

Funds are available in a first-come, first-served revolving pool that provides continuous funding. Approved loan products include: FHA including Streamlined 203(k) but lender must be approved by U.S. Bank (See U.S. Bank website), VA, USDA: RD and Fannie Mae HFA Preferred* and Freddie Mac HFA Advantage* Conventional loans. US Bank provides information regarding the specific loan products permitted in the program. It is the responsibility of the lender to follow all program, Agency and master servicer guidelines.

* SEE IMPORTANT MESSAGES BELOW REGARDING THE FANNIE MAE HFA PREFERRED CONVENTIONAL LOAN AND THE FREDDIE MAC HFA ADVANTAGE CONVENTIONAL LOAN.

To locate the US Bank guidelines click on this link. If you experience any technical difficulty, please contact US Bank HFA Division directly at 800-562-5165. It is the responsibility of the lender to follow all program, loan agency and US Bank master servicer guidelines.

Daily Rate Lock Reservation Availability
Reservations in the program are available Monday – Friday 8:00 a.m. – 7:00 p.m. Pacific Time excluding holidays. Click on this link to view the rates and offerings chart.

***Freddie Mac HFA Advantage Conventional Loan and Fannie Mae HFA Preferred Conventional Loan Income at or below 80% AMI**
These loans will have lower income limits (determined by Fannie Mae & Freddie Mac and already calculated in this guide) and receive charter level reduced MI coverage.

Fannie Mae HFA Preferred Fact Sheet Fannie Mae DU Job Aid

Freddie Mac HFA Advantage Fact Sheet Freddie Mac LPA FAQ

There are no Loan Level Pricing Adjustments on the HFA Preferred or HFA Advantage Products.

FIRST MORTGAGE OPTIONS

The first mortgage interest rate vary based upon loan product, down payment assistance amount and income AMI. Click here to view the Program Highlights.

Home At Last™ (HAL)

- The borrower receives a 30-year, fixed rate, fully amortizing first mortgage loan with 360 level monthly payments
- Visit HALRates.org for current options.
- Only un-assisted option available for those who do not need down payment and/or closing cost assistance and for those who are refinancing. There is no second mortgage or term associated with the un-assisted option.
- No first-time homebuyer requirement. Repeat borrowers who own other property can still use the Home At Last™ program, but the property purchased through the program must be the borrower's primary residence within 60-days of closing.
- Minimum 640 FICO

Launchpad

- Offers a below market 30-year fixed mortgage interest rate
- Provides 3% and 5% down payment and/or closing cost assistance options
- No first-time homebuyer requirement. Repeat borrowers who own one property outside of Nevada can still use the Launchpad program, but the property purchased through the program must be the borrower's primary residence within 60-days of closing.
- Minimum 640 FICO

DOWN PAYMENT ASSISTANCE

Launchpad Second Mortgage
Assistance - 30 Year Deferred Second Mortgage

Assistance is in the form of a 0% interest, 30-year deferred second mortgage that is never forgiven. Repayment is deferred, except in the event of the sale, transfer, satisfaction of the first mortgage, refinancing of the property or until such a time the mortgagor ceases to occupy the property at which time, the second mortgage will become payable in full.

The Assistance is calculated on the Note amount and funded by the Lender. The Assistance may be used for down payment or closing costs and prepaids. While there is no cash back in this program, the borrower may be reimbursed for any overpayment of escrow. Because the Assistance is a fixed percentage, any remaining Assistance must be applied as a principal reduction. When you reserve the first mortgage, the Assistance is automatically reserved. There is no additional reservation necessary. Fees on the second mortgage are limited to recording fees and no more than 1% of the DPA.

THE REQUIREMENTS

Unless otherwise directed, Lenders are responsible for assuring that loans meet the strictest of Agency (FHA, etc.) and/or program guidelines.

Eligible Borrowers

- No first-time buyer requirement
- Buyer is limited to one-time use of any Nevada Rural Housing loan product.
- Buyers must occupy the property as their primary residence within 60 days of closing.
- For non-US residents, follow loan agency (FHA, VA, etc.) guidelines.
- Applicants must be considered in compliance with the Federal Fair Housing Act and Nevada law.
- The Home At Last™ Program does not have restriction on using the program more than one time, including refinancing.
- The Launchpad Program may only be used by the borrower one time.

Eligible Areas for the Home At Last™ Program

All of the following areas are eligible:

- Carson City
- Churchill County
- Clark County – communities with populations under 150,000
- Douglas County
- Elko County
- Esmeralda County
- Eureka County
- Humboldt County
- Lander County
- Lincoln County
- Lyon County
- Mineral County
- Nye County
- Pershing County
- Storey County
- Washoe County – communities with populations under 150,000
- White Pine County

NOT ELIGIBLE: The city limits of Reno, Henderson, Las Vegas, North Las Vegas, Enterprise, Paradise, Spring Valley and Sunrise Manor.

To verify eligibility for property located in Clark County or Washoe County, use the Nevada Rural Housing Authority's HALmap.org website. All other counties are 100% eligible.

Credit Score, DTI & LTV Requirements

Government Loan Products

AUS Submissions - Accept/Approve Eligible

Product Type	Property Type	Maximum Total Debt Ratio [1]	Minimum Credit Score [3]	Required Reserves
VA USDA/RD	1 – 4 Units, Condos/Townhomes [4]	45%	640	As determined by GUS, DU, or LPA
		50%	680	
	Manufactured Homes [5]	45%	680	
FHA	1 – 4 Units, Condos/Townhomes [4]	45%	640	
		50%	680	
	Manufactured Homes [5]	45%	660	
FHA Limited 203(k)	1 – 2 Units	45%	660	

Manually Underwritten [1]

Product Type	Property Type	Maximum Ratios [2]		Minimum Credit Score [3]	Required Reserves
		Total Housing	Total Debt		
VA	1 – 4 Units, Condos/Townhomes [4]	N/A	41%	640	2
USDA	1 – 4 Units, Condos/Townhomes [4]	29% [2]	41%	640	2
FHA	Not Allowed				

(Rev 05/01/26)
Refer to U.S. Bank Product guidelines. Use this link, then select U.S. Bank HFA Lending Guide/500: Housing Finance Agency Programs/Nevada/Nevada Rural.

Credit Score, DTI & LTV Requirements

Conventional Loan Products

AUS Submissions – Accept/Approve Eligible [8]

HFA Preferred and HFA Advantage Purchase

Property Type	Maximum LTV [1, 4]	Maximum TLTV/CLTV [1, 4]	Maximum DTI [2, 4]	Minimum Credit Score [3, 4]	Required Reserves
1 Unit Condos/Townhomes [5]	97%	105%	50%	640	As determined by DU or LPA
2 Units	95%	105%	50%	640	
3 - 4 Units	95%	105%	45%	640	
			50%	680	
Fannie Manufactured Homes [6]	95%	105%	45%	660	
Fannie MH Advantage [6, 7]	97%	105%	45%	660	
Freddie Manufactured Homes [6]	95%	95%	45%	660	
Freddie Manuf. CHOICEHomes [6, 7]	97%	105%	45%	660	

Manually Underwritten [9]

Freddie Mac HFA Advantage Purchase

Property Type	Maximum LTV [1, 4]	Maximum TLTV/CLTV [1, 4]	Maximum DTI [2, 4]	Minimum Credit Score [3, 4]	Required Reserves
1 Unit Condos/Townhomes [5]	97%	105%	45%	660	2

Freddie Mac HFA Advantage No Cash-Out Refinance

Property Type	Maximum LTV [1, 4]	Maximum TLTV/CLTV [1, 4]	Maximum DTI [2, 4]	Minimum Credit Score [3, 4]	Required Reserves
1 Unit Condos/Townhomes [5]	97%	105%	45%	680	2

(Rev 05/01/26)
Refer to U.S. Bank Product guidelines. Use this link, then select U.S. Bank HFA Lending Guide/500: Housing Finance Agency Programs/Nevada/Nevada Rural.

Launchpad Requirement ONLY
Fraud Report & Real Property Search Requirements
Effective immediately for all loans not closed, the following evidence is required and must be included with each loan submission file (compliance file):

A Fraud Report is required for all borrowers. Include ALL pages of the Fraud Report. The Lender must CLEARLY identify (using highlight or asterisks) the borrower property current ownership and three year history. On page one of the report, please include notation to identify the Fraud Report page number, without this identification, the file cannot be compliance approved.

A Real Property Search is required for a Non-Purchasing Spouse, in the county in which the NPS lives. The results of the search must be printed and included as part of the eHousingPlus compliance file submitted post-closing.

Homebuyer Education
All buyers (any person on note/warranty deed) must attend an approved homebuyer education course. All borrowers, except for cosigners and non-occupant co-borrowers, are required to attend, including first-time buyers and repeat buyers. Co-signers are not required to attend. A NPS on title must attend homebuyer education. **HUD-Approved Courses in Nevada** are accepted and preferred. Other acceptable courses (not HUD-approved) include:
1. Nevada Rural Housing Authority - Online Homebuyer Education
2. Nevada Rural Housing Authority - Attendance at a Local Homebuyer Workshop
3. Nevada Housing Division/ Freddie Mac CreditSmart- Online Homebuyer Education
4. Fannie Mae Home View - Online Homebuyer Education
5. MGIC Finally Home! - https://www.finallyhome.org/en/partners/mgic/

Home At Last™ and Launchpad Program - Income Limits
- $165,000 for FHA and VA loans, and Fannie Mae Conventional loans if borrower income exceeds 80% of Area Median Income (AMI)
- Follow loan agency guidelines (USDA, Fannie Mae, etc.) for income calculation and income limits. The eHPortal does not check the lower income limits. Lenders are responsible for ensuring that loans meet the program requirements.
- USDA loans - Household income may exceed the program limit when the loan meets USDA income guidelines.
- The program permits using qualifying income to determine eligibility, unless not allowed by the loan agency (Fannie Mae, etc.)
- Fannie Mae and Freddie Mac loans require the income for all borrowers who sign the Note to not exceed the program limits.

HAL and Launchpad Program Income Calculation – Income calculated per Agency guidelines.
(Revised 06/12/26)

NEVADA RURAL HOUSING

Home At Last™/Launchpad
Homeownership Program Income Limits*

Effective June 10, 2026

Government Loans – FHA, VA, USDA **Conventional Loans –** **Fannie Mae and Freddie Mac** **(if borrower income exceeds 80% AMI*)**	**County**	**Household Size**	**Income Limit**
	All	All	$165,000
Conventional Loans – **Fannie Mae and Freddie Mac** **80% AMI Income Limits**	**County**	**Household Size**	**Income Limit**
	Carson City	All	$72,000
	Churchill	All	$84,400
	Clark	All	$78,560
	Douglas	All	$89,200
	Elko	All	$89,200
	Esmeralda	All	$93,360
	Eureka	All	$84,400
	Humboldt	All	$84,400
	Lander	All	$84,400
	Lincoln	All	$84,400
	Lyon	All	$88,720
	Mineral	All	$84,400
	Nye	All	$84,400
	Pershing	All	$84,400
	Storey	All	$88,720
	Washoe	All	$88,720
	White Pine	All	$85,200

*Agency limits apply – the most restrictive limit, either program or agency, will apply.
Freddie Mac's Coventional Option for borrowers with income over 80% AMI is available for Launchpad only.
Fannie Mae's Conventional Option for borrowers with income over 80% AMI is available for Home At Last, Launchpad and Rural Rocks $20K.

EQUAL HOUSING OPPORTUNITY

Maximum/Minimum Loan Amounts and/or Purchase Price

- The Home At Last™ and Launchpad programs do not have a maximum or minimum loan amount or purchase price.
- Jumbo loans are not permitted.
- Lenders must comply with all applicable loan agency limits (FHA, Fannie Mae, etc.) with all programs.

About the Property

- Residential Units only. New or existing, one-four units, detached or attached, condos, townhomes, and manufactured homes*.
  - With a 2 or more unit property, the borrower must live in one of the units and the property must be at least 5 years old.
- Homes are considered new if never previously occupied.
- Follow US Bank guidelines for condos.
- Mobile, recreational, seasonal or other types of vacation or non-permanent homes are not permitted.
- Land may not exceed the size required to maintain basic livability. Properties must be “Residential in Nature”. Refer to the US Bank HFA Division Lending Guide Section 713.17 for definition of “Residential in Nature” and to review guidelines regarding properties with excess acreage.
- Maximum LTV/CLTV is per US Bank and loan agency guidelines.
- Property Flips - follow agency guidelines (FHA/VA, etc.).

- Ownership of other property is permitted unless not allowed by the loan agency. Lenders must follow all loan agency guidelines regarding ownership of other property.

*Manufactured Housing Requirements

- 660 minimum credit score for all borrowers effective with new loan reservation 05/01/26 (Rev 05/01/26)
- 45% maximum DTI ratio
- Manual underwriting is not permitted
- Single-wide manufactured homes are not permitted
- Loans participating in the USDA manufactured home pilot program to finance the purchase of an existing manufactured home is not permitted by U.S. Bank due to the manual underwriting requirements.
- Non-occupant co-borrowers are not permitted on Freddie Mac HFA Advantage manufactured home loans
- Lenders must follow the most current loan agency (FHA, etc.) guidelines and US Bank manufactured housing guidelines.

Approved Mortgage Insurance Companies

The Lender may select one of the following MI companies for their coverage:

- MGIC
- Genworth
- Essent
- United Guaranty
- Radian
- Arch
- National Mortgage Insurance Company

The MI companies listed have guidelines specifically matching the Fannie Mae HFA Preferred product and Freddie Mac HFA Advantage. Check with the MI provider of your choice for detailed guidelines.

Please check with your underwriter for the most current policies with respect to approved MI companies. If U.S. Bank underwrites your loans, your underwriter may contact the U.S. Bank underwriters.

Charter- Level mortgage insurance is available on Fannie Mae HFA Preferred and Freddie Mac HFA Advantage loans with income at or below 80% Area Median Income (AMI). When income exceeds 80%AMI, the standard mortgage insurance rates must be charged- refer to most current conventional product guide. To locate the Product Guide click on this link. If you experience any technical difficulty, please contact US Bank HFA Division directly at 800-562-5165 or email HFACustomerCare@USBank.com

ABOUT THE FINANCING

It's expected that lenders have reviewed some preliminary documentation and believe that applicants will also qualify for credit. Excessive cancellations will be reviewed to assure that program funds are not being utilized inappropriately.

It is the responsibility of the lender to follow all program, Agency (FHA, VA, USDA RD, Fannie Mae, Freddie Mac) and US Bank master servicer guidelines.

Check with your underwriter for updates to information for Fannie Mae HFA Preferred or Freddie Mac HFA Advantage Conventional Loans. Such information is provided by third parties (i.e. Fannie Mae, U.S. Bank, etc.) who do not provide updated information to eHousingPlus.

HFA Advantage Link Information

HFA Preferred Link Information

US Bank Conventional Loan Products Guide
To locate the Product Guide click on this link.
If you experience any technical difficulty, please contact US Bank HFA Division directly at 800-562-5165 or email HFACustomerCare@USBank.com

Accessory Dwelling – Lender must follow loan agency and US Bank guidelines. HFA Preferred permits using the rental income from accessory dwelling units per applicable Fannie Mae Guidelines. US Bank does not permit properties with a manufactured home as an accessory dwelling.

Appraisal

- Must indicate that the home has at least a 30-year remaining useful life.
- Appraisals with property value below the contract sales price must follow the loan agency guidelines (FHA, etc.). US Bank and Nevada Rural Housing Authority do not have overlays specific to appraisals coming in below the contract sales price.
- Refer to US Bank All Regs for appraisal requirements.

Assets - All available assets are not required to be used in this program. The Program does not have asset restrictions.

Assumptions – The first mortgage loan and assistance provided in the form of a second mortgage is not assumable, except by an immediate family member in the event of borrower's death.

Boarder Income -

- Lender must follow loan agency guidelines (FHA, Fannie Mae, etc.).
- Refer to US Bank All Regs to access the US Bank Income Calculation Worksheet, if needed.

Cash Back to the borrower is not permitted. However, borrowers are permitted a reimbursement of prepaids and overage of earnest money deposit as permitted by Agency guidelines and to the extent any minimum contribution, if any, has been satisfied.

Construction-to-permanent loans are not permitted.

Co-signers are permitted by the program subject to the Lender following all applicable loan agency and US Bank guidelines. A non-purchasing spouse must sign the mortgage/deed of trust (and/or any riders or disclosures) or a Quit Claim Deed when the borrower is vesting as "sole and separate." Signing the mortgage/deed of trust and other related documents does not make the non-purchasing spouse a co-borrower.

Non-Occupant Co-Borrowers are permitted by the program subject to the Lender following all applicable loan agency and US Bank guidelines.

Non-Purchasing Spouse must sign the Deed of Trust (and applicable riders/disclosures), or sign and record a Quitclaim Deed at closing if borrower is vesting as their "sole and separate" property. Signing the Deed of Trust and other related documents does not make the non-purchasing spouse a Co-Borrower.

Final Typed Loan Application (1003) - The typed application signed and dated by all parties is required. Loan interviewer must complete and sign page 3 of 4 of the 1003. If this is not possible, then an Officer must sign in place of the interviewer. All persons taking title to the property must execute all program documents. The purchase price, loan amount, and other financial details must be the same as shown on all other documents.

Manual Underwriting – Only allowable with Home At Last, not allowable with Launchpad. Lender must follow loan agency and U.S. Bank Seller Guide and Product Guides. Use this link, then select U.S. Bank HFA Lending Guide/500: Housing Finance Agency Programs/Nevada/Nevada Rural. (Rev 11/02/26)

Real Estate Purchase Contract - The full address of the property, full names of all sellers and buyers, total purchase price of the property must be included. If there is not an address for new construction, a lot number and subdivision name are required. All named persons must sign. Include the name and title whenever a representative is signing for a corporation.

Recapture Tax – There is NO RECAPTURE TAX IN THIS PROGRAM.

Refinances – Only allowable when using the Home At Last program. (Rev 06/12/26)

Second Mortgage Documents / Title Insurance– Borrowers must sign all second mortgage documents at the same time the first mortgage documents are signed. The second Deed of Trust to Nevada Rural Housing Authority must be recorded concurrently with the first mortgage at closing (if borrower receives down payment assistance). US Bank should be listed as the Trustee on the second Deed of Trust. Nevada Rural Housing does not require title insurance for the second mortgage.

Subordination Agreements/Payoff Statements - Nevada Rural Housing Authority will not subordinate its second loan position if the borrower refinances the first mortgage or obtains a home equity line of credit (HELOC). To order a payoff statement, please fax a written request with borrower authorization to US Bank at 877-903-6972.

Mortgagee Clause / Loss Payee for 2nd Lien
U.S. Bank National Association
Its Successors and Assigns as Their Interest May Appear
C/O U.S. Bank Home Mortgage
P.O. Box 961045
Fort Worth, TX 76161-0045
U.S. Bank reviews all second mortgage documents post-closing. NOTE: Reference HFA specific checklist for second lien documentation required for delivery in the U.S. Bank Lending Guide.
Use the following link to be redirected to the U.S. Bank web site.

Taxpayers First Act

U.S. Bank will require lenders to be compliant with the provisions outlined in the Taxpayers First Act, including loan delivery requirements for all non-delegated and delegated loans. Refer to U.S. Bank Seller Guide Update SEL-2019-065 dated December 6, 2019.

Tax Returns or Tax Transcripts - Lender must follow US Bank guidelines. Call (800) 562-5165 with any questions.

SUMMARY OF THE COMPLIANCE ORIGINATION PROCESS

MANDATORY HAL University PROGRAM TRAINING

Lender training is mandatory for anyone working with this program. HAL University provides program training online 24/7. To attend click on this link.

eHP TECHNICAL AND WORKFLOW TRAINING

Our On-Boarding process is designed to provide all participating lenders and their staff web-based training related to the Technical and Workflow requirements of each program.
Based on your role, there are certain training requirements prior to adding a new Program and Features.

Once you have submitted the Technical and Workflow Registration, the eHP On-Boarding Team will create a specific training program for you based on the role(s) you selected, and you will receive an email confirmation with relevant information. Upon completion, your User Credentials will be created (if you are new User) or updated (if you are a current user) and you will receive a system generated email with this notification.

Click here to register for the on-demand Technical and Workflow training.

QUALIFY

Lenders use program requirements to qualify applicants for the program. Buyers must present an executed sales agreement before being entered into the program reservation system.

RESERVE

To reserve funds, use the eHousingPlus eHPortal. Log in and reserve the first mortgage that automatically provides Assistance. You will receive a loan number and a message that you've completed the reservation successfully. **Provide the borrower with the Partial Exemption Disclosure Form at time of reservation.** Date of reservation in the eHPortal is considered the application date for the forgivable second mortgage loan. Log-in here and use the eHProForms App The Partial Exemption Disclosure form must be delivered to borrower within 3 business days of application date.

IMPORTANT - A reservation is for a borrower with a real estate purchase contract for a specific property. If the property needs to change, the loan must be cancelled and re-reserved. The lender is responsible for cancelling the loan within the eHousingPlus Lender Portal. And then, the lender must click on this link to complete an online form the CLEAR FLAGS on a cancelled loan so the funds may be re-reserved with a new address. Until this process is complete, the lender will not be able to re-reserve funds for the borrower.

eHP Tip! *Need a reminder as to how to register a loan, complete the UW Certification, edit a loan or print forms?*
Log-in to eHP FrontPorch*, then click on the eHPlaylist to view a short video.*

PROCESS

Lenders process the loan as they would normally keeping in mind the program timeline.

UNDERWRITE AND CERTIFY

Freddie Mac requires HFA Advantage loans to be underwritten through Loan Product Advisor (LPA) only, and will not accept any loans underwritten through Desktop Underwriter (DU). Lenders underwrite & are responsible for credit decisions of the loans in the program. Servicer does not re-underwrite loans. **Following loan reservation and PRIOR to loan closing, the Lenders Underwriter MUST complete the online Underwriter Certification within the eHPortal.** Once a loan is Underwriter Certified no further changes can be made. If a change needs to occur after the certification is complete, please log-in to eHP FrontPorch > Collaboration Station and request for the underwriter certification to be removed.

CLOSE

THE LENDER WILL FUND THE DOWN PAYMENT ASSISTANCE AT LOAN CLOSING. Upon loan purchase, US Bank will reimburse the lender. It's important to provide accurate closing instructions to closing agents. All program documents must be returned to the lender. It is VERY important to note, if the loan amount, purchase price or down payment assistance amount changes, and you have already printed forms, you'll need to print the forms again so the information on the form is accurate. The following program closing forms are found in eHP FrontPorch using the eHProForms App.

WHO SIGNS THE PROGRAM CLOSING FORMS (HAL and Launchpad)?

A non-borrower (besides the NPS) is not permitted to be on title or deed.

* HAL Pals Pet Adoption Certificate Lender to provide a copy of the certificate to borrower at closing. Nevada Rural Housing will pay up to $300 to cover adoption fees at a local shelter. Refer to HALPals.org for full details.

Form	Signed When?	Borrower	Co-Borrower	Non Purchasing Spouse	Co-signer
Partial Exemption Disclosure	Pre-Closing (within 3 days of rate lock in eHPortal)	Yes	Yes	No	No
Gift Letter	Closing	Yes	Yes	No	No
Commitment letter	Closing	Yes	Yes	No	No
Deed of Trust	Closing	Yes	Yes	Yes, or Quit Claim Deed	No
2nd Note	Closing	Yes	Yes	No	Yes
HAL Pals Certificate*	Closing	Not signed, presented to Buyer at closing. See details below.			

COMPLIANCE FILE DELIVERY INSTRUCTIONS

ASSEMBLE THE COMPLIANCE FILE (HAL and Launchpad)

Compliance Files and Corrections to previously submitted files with erroneous or missing required documents will be managed through the **eHP FrontPorch.** This portal provides lenders with all the tools necessary to deliver the required documents for the approval of the originated loan(s) in their respective affordable homebuyer programs. **eHP FrontPorch** is a secure, easy to use and efficient way for lenders to deliver the Compliance File, Correct DEFI's and pay the required Compliance Review Fees via our **eHPay** on-line fee approval, and related tools.

To assemble the compliance file, you will need a checklist. The checklist is specific to this program and used to submit the compliance documents post-closing to eHousingPlus.
Log-in here and use the eHProForms App.

Items to be uploaded in the compliance file include:

- FINAL SIGNED CLOSING DISCLOSURE (TRID form)
- FINAL SIGNED 1003
- Homebuyer Education Certificate
- Real Estate Purchase Contract
- Warranty Deed

UPLOAD THE COMPLIANCE FILE

Log-in here and use the Digital Docs App to upload the compliance file.
The Compliance File should be a PDF file uploaded upright and in a clear legible format, composed of all required documents on the Checklist. Don't upload a compliance file until everything is included in the package. The more complete the file, the quicker the review and approval, and the file AND fee must be received to start the review process. Be aware that Loans will go straight to deficient status if items are missing, or if the fee was not received or properly identified. Once you are ready to upload your documents select eHPDigital Docs and from the drop-down menu click on New Upload and follow the prompts.

SUBMIT THE REQUIRED COMPLIANCE REVIEW FEE

The Compliance Review Fee may be submitted separately from the Compliance File.

eHPay is a secure, efficient method for lenders to pay the fees ON-LINE. Loans managed through eHPay are processed faster, without fee errors or other unnecessary delays. The Lenders Accounting Staff can access eHP FrontPorch and process the compliance fees payment easily via the Digital Docs App and eHPay.

Not sure of the required fee for your loan? Use the **FIND MY FEE** feature and get the instant answer by entering the eHP loan number or by Program. Compliance Files Uploaded are NOT ready for review until the Compliance Review Fee Payment has been received by eHP.

USE **PAYMENT CENTRAL** to determine any loan that may be pending fees, unidentified payments, files pending payment and short payments.

LOANS PENDING FEES lists Compliance Files that have been uploaded successfully, but whose fee payment is still pending. Lenders can monitor this area to ensure their fees have been delivered in a timely manner.

UNIDENTIFIED PAYMENTS are payments received from your company without the proper identification to apply it to the intended loan. Lenders can monitor this area to ensure that payments made are being properly identified with the eHP LOAN NUMBER.

PAID LOAN FILES lists compliance file that have been paid.

SHORT PAYMENTS If an incomplete payment is submitted, it will be displayed indicating the amount paid and the correct fee amount.

CLEAR A DEFICIENT COMPLIANCE FILE

LOAN DEFICIENCIES ARE NOT ACCEPTED VIA EMAIL.

Clearing files deficiencies is critical to your loan being approved and ultimately purchased. In the Deficient Compliance Files drop down, choose View/Upload Corrected DEFIs. This area will assist you in viewing what needs to be corrected, which documents are approved and complete, and you will have the ability to upload the correction and communicate with us in one simple area.

Is very helpful in resolving outstanding issues and having broader visibility for all of your post-closing staff who may need to work on resolving these discrepancies.

Please make sure that you're shipping and post-closing staff is very familiar with this area.

Remember your loan can't be approved without standing deficiencies.

EHP COMPLIANCE APPROVAL

Following approval of Compliance File by eHousingPlus, lenders are notified and reminded of the purchase deadline. The Servicer is notified and the file may be approved for purchase.

SUBMIT MORTGAGE FILE & CREDIT PACKAGE TO SERVICER

The Mortgage File including Credit Package are sent to US Bank. The US Bank Delivery and Funding Checklist is found within the US Bank web site.

To locate the US Bank product guidelines Click on this link, then click on HFA Guidelines > US bank HFA Lending Guide > 900: Delivery and Funding. You may need to enable pop-up windows on your web browser. Please contact your IT Department for assistance with this. If you experience any technical difficulty, please contact US Bank HFA Division directly at 800-562-5165.



eHP

FrontPorch Helpful Tips

Our new eHP FrontPorch graphical menu lets you access all apps and tools with one click.
These apps were designed to assist you with the program requirements and workflow.
In addition, eHP FrontPorch introduces new innovative tools such as Collaboration Station, Quick Tips, the eHPlaylist, and the Alerts and Notifications area. These NextGen Lender Platform tools have been designed to help you complete your tasks quick and easy.

eHProForms
eHProForms is our newly designed forms generation App where a lender will access all program related documents. Using a search feature to quickly access the loan file, it provides all of the program forms that are required for your specific loan.

The forms are now organized by purpose leading with compliance related forms which will be part of the compliance package you sent to eHousingPlus, the closing second lien assistance and other similar forms you will submit to the servicer and their package and two additional areas for special forms and documents that may apply to your loan. The forms instantly generate from your loan record so it's essential to make sure that you review the information for accuracy.

If something needs to be updated you can log into the eHPortal, edit the loan and you come back to eHP FrontPorch and regenerate the forms.
It's easy and you can create forms as many times as you need with just one click.
If your loan record has not been updated, your loans will be incorrect, and your file will be placed in deficient status.

Clicking the waffle menu at the top of the page is an easy way to get back to the main menu.

eHP FrontPorch Helpful Tips

Collaboration Station

Collaboration Station creates a history of any issue that's been communicated regarding a specific loan and provides certain status alerts.
In collaboration station you can create a note to save to the loan file or you can send a message to anyone in our compliance team.

Click the message icon and a menu of eHousingPlus staff will appear at the top with their role for you to make the appropriate selection. You may include your team members who have user credentials to eHP FrontPorch that may assist in expediting solutions for your loans.

In Collaboration Station you can also find the Servicer notes and exceptions that need to be addressed with them. By providing this view to you it gives you transparency to any problem that has to be resolved related to the mortgage or collateral submitted to the Servicer.
This view can be grouped, filtered, searched and exported.

Quick Tips

Quick Tips is a library of useful tips to give you simple quick how to answers on common topics related to the process. It's a way to have short simple tips at your fingertips by roller subject where you can catch up and get you up to speed fast. These Quick Tips are a great place to search for frequent questions, concerns, or simply to educate yourself on a variety of topics.

eHPlaylist

The eHPlaylist is a newly created video platform with tutorials on where to perform tasks best practices and how-to's, all created to assist you with important information. Visual content is easy to access and understand and our playlist has a library of short concise and process-based learning topics. The video library has various categories and brief descriptions to easily build learning tools for your team. Together with Quick Tips the eHPlaylist will provide you and your team with continuous learning resources to help you keep up to date with any platform or process changes.



Alerts and Notifications

The Alerts and Notifications area (bell and envelope icons) has been designed to provide you notifications of notes and messages related to your loans, with additional notification of status changes based on your role. When you send and receive messages using this app, you will receive a notification alert so you can easily see what's happening with your loans.
The last area on the notification panel (world icon) is made available to help you navigate to any of the program pages, guidelines, eHPUniversity and to view eHP News.

PROGRAM TIMETABLE

Buyers MUST HAVE A FULLY- EXECUTED SALES CONTRACT FOR A SPECIFIC PROPERTY in order to have funds reserved. The contract may be dated prior to the date of the loan application. Buyers may be pre-qualified. However, if the buyer does not have a contract on a property, program funds cannot be reserved for the buyer until such time as the buyer presents a valid contract. To assure that loans are purchased, please follow the Processing, Delivery and Purchase Timetable below.

If the loan is not underwriter certified prior to closing, the loan is subject to cancellation. eHousingPlus via email notifies lenders that the loan may be canceled if the underwriter certification is not completed. Should the loan reservation be canceled at any point during the reservation, the issuer may allow the loan to be reinstated at the **higher** of the mortgage rate originally reserved or the then current program mortgage rate.

Loan Processing, Delivery and Purchase Timetable

Once a loan is reserved in the eHousingPlus system and assigned the Servicer's loan number, the loan must meet the following purchase deadline:

Program	Loans reserved before November 2, 2026	Loans reserved on or after November 2, 2026
Home At Last	Within 70 days of reservation	**Within 60 days of reservation**
Launchpad	Within 70 days of reservation	**Within 70 days of reservation — no change**

Requirements for Both Programs

- **Underwriter Certification must be completed PRIOR to loan closing.**
- By the applicable purchase deadline above, the loan must be **closed, have received compliance approval, and be purchased by U.S. Bank.**

All purchase deadlines are measured from the loan reservation date. Closing or delivering the loan file alone does not satisfy the purchase deadline.

Loan Purchase Extension Fee — Both Programs

Any loan not purchased within the **applicable purchase deadline shown above** will automatically receive a 30-day extension at a cost of **0.25% of the loan amount**.

Additional 30-day extensions will be applied as needed at a cost of 0.25% of the loan amount for each extension. Extension fee(s) will be netted by the Servicer when the loan is purchased.

PROGRAM FEES

FIRST MORTGAGE FEES

eHousingPlus Fees

The program includes a first mortgage Compliance/Admin Fee and a penalty fee of $100 for files that are chronically deficient. The Compliance/Admin Fee is submitted with the Compliance File via eHP FrontPorch using the eHPay App.

Launchpad - $275

Home At Last™ - $300 (Effective 12/01/25)

The Compliance/Admin Fee is the fee charged by the Program Administrator/Compliance Agent to process the applicant/borrower from Origination to Compliance Approval, and to assess that the lenders originating such loans are following Program guidelines for the benefit of the eligible borrower(s). The Program Administrator/Compliance Agent tracks the loan via its web-based system and assists the lender in processing the loan ensuring eligibility to the program available offerings, which can include various rate options, and down payment assistance.

The Compliance/Admin fee includes the review of information and documents delivered in the form of a Compliance File by the originating lender, on behalf of the borrower. Additionally, the Compliance review verifies that the lender has charged only the fees allowed by the Program. Contrary to this, approval may be denied and/or fees may have to be reimbursed to the borrower. The compliance file processing consists of required affidavits, application, closing documents, certain non-mortgage documents, tax returns where applicable and other pre-defined Program documents that are disclosed to the potential borrower(s). This is required to ultimately receive Compliance Approval. These documents can support both the first mortgage and any down payment assistance available, and are required to ensure eligibility to the Program, Federal, State and Local requirements, where applicable. The Compliance review verifies that the data and documents submitted meet all requirements.

US Bank Fees

$84 Tax Service fee.

Funding fee should reflect as “Investor Funding Fee” on the LE/CD.
$475

OTHER LENDER FEES – Lender Fees are any fees paid to the Lender for services rendered (i.e. Processing, Underwriting, Administrative, Document Preparation, etc.). Lender fees must be reasonable and customary, and may not exceed what is typically charged by the Lender to other borrowers. “Junk” fees may not be charged and excessive fees are not permitted. The purpose of down payment and closing cost assistance is not to provide a source to pay for such fees. This is a public purpose program for affordable housing and fees are closely monitored.

LENDER COMPENSATION

Lender compensation is a combination of the origination fee charged to the borrower at closing and a Service Release Premium (SRP) paid by US Bank when the loan is purchased.

Loan Origination Fee – Lenders may charge the borrower a loan origination fee up to the applicable amount shown in the chart below as part of the lender compensation. Lenders will retain the origination fee at closing.

Service Release Premium (SRP) – US Bank will pay Lender an SRP equal to the applicable amount shown in the chart below at the time the loan is purchased.

The chart below shows a breakdown of total Lender Compensation. In addition to the origination fee, Lender may charge "reasonable and customary" fees and expenses that would apply with respect to non-program loans.

Program	Origination Fee	SRP Paid at Loan Purchase	Total Lender Compensation at loan purchase by U.S. Bank
Home At Last™	Not capped	1.50%	1.50% Plus the origination fee charged by the lender
Launchpad	0.50%	2.25%	2.25% Plus the origination fee charged by the lender

Archived Revisions Table

DATE	ITEM - EFFECTIVE IMMEDIATELY UNLESS OTHERWISE NOTED	Page
03-20-25	Added direction as to how to add the MCC Added RESERVE MCC to Origination Process Added MCC pre-closing form Added Who Signs What with the MCC Added eHousingPlus Compliance delivery with the MCC	7 19 19 21 22
04-08-25	Added HAL PRR to guidelines Revised HAL and HAL PRR second mortgage terms Revised Program Fees	 8 26
04-14-25	Revised HAL Program Participation Fee effective04/14/25 Corrected HAL and HAL PRR assistance forgiveness	26 7
04-29-25	Provided more detail about PRR discount points Revised use of assistance funds Added HAL PRR Discount Point information	7 8 27
05-08-25	Added Refinance option for PRR loans	9
08-27-25	Revised U.S. Bank Funding fee	26
12-02-25	Removed reference to PRR throughout Removed reference to Refinance Option throughout HAL revised to only offer low rate option with no assistance Updated Credit Score, DTI, LTV charts Revised eHP HAL compliance fee effective 12/01/25	 7 9 & 10 26
12-09-25	Added Launchpad requirement for Fraud Report and Real Property Search Added Launchpad requirement for spouse income to be included in income calculation	11 12
12-16-25	Added no repeat buyers to the Rural Rocks program	8