

## FREQUENTLY ASKED QUESTIONS

### WHAT HAPPENS AFTER MY APPLICATION IS SUBMITTED?

- Once your application is submitted, city staff will contact you to finalize your paperwork.
- Please keep us informed as you schedule your closing date and keep in mind the Down Payment Assistance approval process may take up to 30 days.
- Assistance will be provided in the form of a check to be presented at closing. Checks are made payable to both the borrower and the title company, and will be made available for in-person pick up at Orlando City Hall.

### DOES THE ASSISTANCE NEED TO BE REPAID TO THE CITY?

- A recorded mortgage and note will be placed on the property for ten years.
- If you remain in the property and do not rent, sell or convey ownership of the property during the loan period, the loan will be forgiven.
- A satisfaction of mortgage will be recorded once the loan period is completed and the homeowner has complied with all requirements.

### HOW MUCH ASSISTANCE CAN I RECEIVE?

The amount of assistance will be determined in consultation with your lender, based on your actual need, income level and available funding. The following chart shows the maximum amounts that may be available.

INCOME LEVEL	% OF THE AREA MEDIAN INCOME	MAXIMUM AWARD AMOUNT
VERY LOW	BELOW 50%	\$45,000
LOW	51% - 80%	\$35,000
MODERATE	81% - 140%	\$20,000



400 South Orange Avenue | P.O. Box 4990  
Orlando, FL 32802-4990  
Phone 407.246.2708 | Fax 407.246.3055  
Email [dpa.assistance@orlando.gov](mailto:dpa.assistance@orlando.gov)  
[orlando.gov/dpa](http://orlando.gov/dpa)

## DOWN PAYMENT ASSISTANCE PROGRAM



The City of Orlando provides assistance to qualified first-time homebuyers for down payment and closing costs associated with the purchasing of a home. The amount of eligible assistance is based on the gross household income and need. No minimum credit score is required.

## ELIGIBILITY REQUIREMENTS:

- The property you wish to purchase must be located within City of Orlando limits. Visit [orlando.gov/dpa](http://orlando.gov/dpa) to use our locator tool.
- You must be a first-time homebuyer (have not owned a home in the past three years). Visit [orlando.gov/dpa](http://orlando.gov/dpa) for exceptions.
- You must have established residency for the last 12 consecutive months in Orange, Osceola, Lake, Polk, Seminole, Volusia or Brevard Counties.
- You must be able to provide a minimum of \$1,000 towards the down payment and closing costs (\$500 if you are a Low or Very Low Income applicant).
- The property must be a new or existing single-family house, townhouse or condominium. Mobile homes and trailers are NOT eligible.
- The sales price of the property must not exceed \$481,170.00.
- Your total household income must not exceed 2023 Income Eligibility Limits (See 2023 Income Limits Chart).

## 2023 INCOME LIMITS

EFFECTIVE JUNE 2023  
(MEDIAN FAMILY INCOME: \$85,700)

HOUSEHOLD SIZE	VERY LOW 50%	LOW 80%	MODERATE 140%
1 PERSON	\$30,750	\$49,150	\$86,100
2 PERSON	\$35,150	\$56,200	\$98,420
3 PERSON	\$39,550	\$63,200	\$110,740
4 PERSON	\$43,900	\$70,200	\$122,920
5 PERSON	\$47,450	\$75,850	\$132,860
6 PERSON	\$50,950	\$81,450	\$142,660
7 PERSON	\$54,450	\$87,050	\$152,460
8 PERSON	\$57,950	\$92,700	\$162,260

Income limits are based on the AREA MEDIAN INCOME and are updated annually by the Florida Housing Finance Corporation, for the SHIP program, which provides funding.



## TO START THE APPLICATION PROCESS:

1. Complete a pre-purchase homebuyer education workshop with a housing counseling agency approved by the U.S. Department of Housing and Urban Development (HUD). Please see below for a few of the HUD-approved agencies that offer the workshop:
  - Centro de Ayuda Para Los Hispanos, Inc. / 800.383.6482 / [centrodeayudahispana.com](http://centrodeayudahispana.com)
  - Community Legal Services / 407.710.0574 / [clsmf.org/homebuyer-education-course](http://clsmf.org/homebuyer-education-course)
  - Florida Consumer / 407.930.5609 / [floridaconsumercredit.org](http://floridaconsumercredit.org)
  - HANDS of Central Florida / 407.447.5686 / [cflhands.org](http://cflhands.org)
  - HELP CDC / 407.628.4832 / [helpcdc.org](http://helpcdc.org)
  - Housing & Education Alliance / 407.232.6955 / [heausa.org](http://heausa.org)
  - InCharge Debt Solutions / 407.532.5534 / [incharge.org](http://incharge.org)
2. Secure a loan commitment for a first mortgage, with a fixed rate, from a city-registered mortgage lender. If you already have a lender, they can register with the city online at [orlando.gov/registeredlender](http://orlando.gov/registeredlender).
3. Find an eligible property for purchase within your pre-approved loan amount.
4. Contact your lender to submit the application online. We only accept applications from city-registered mortgage lenders on behalf of the homebuyer.