



Asset & Real Estate Department  
**Check List For First Time  
Home Buyers Down  
Payment Assistance**

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**Date:** \_\_\_\_\_

**Documents Required:**

- Copy of Tulalip Tribal Membership
- Letter to Tulalip Asset & Real Estate  
(Requesting Assistance)
- Completed Delinquent Form
- Copy of Purchase and Sales Agreement  
(Include amount of down payment required)
- Letter or Certificate of Completion for Homebuyer  
Training and Credit Counseling
- Escrow Letter with Escrow File Number
- Name and Address of Lender or Escrow  
Company Name: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Amount of Grant Awarded \$ \_\_\_\_\_
- Wire Transfer Instructions

Turned in application on: \_\_\_\_\_





## Asset & Real Estate Department

# Down Payment Policy for First Time Homebuyers

1. Awards will be in the form of a Grant based on 1.70% of the home loan with a cap not to exceed \$5,000.00.
2. **Awards are to First Time Homebuyers only that complete three (3) hours of home buyers training and three (3) hours of credit counseling by a certified lender or financial counseling agency.**
3. Down Payment Grants can be used towards the purchase of a modular or stick framed homes that are built or placed on a permanent foundations that are located within the accustom areas of the Tulalip Tribes. **(As far north as Stanwood, as far east as Monroe, as far south as Mukilteo, and as far west as the Tulalip Bay coastline line.)**
4. Applicants must be a Tulalip Tribes member 18 years of age or older.
5. Applicants must provide a copy of their purchase agreement at the time of application.
6. The award will be in the form of a one-time grant to the borrower(s) that can be used toward the purchase of a new modular or stick framed home to cover only down payments, closing costs or escrow fees.
7. Applicant cannot be delinquent on any debt owed to the Tulalip Tribes or departments or programs governed under the Tulalip Tribes.
8. All awards will be made directly to the lending institution or escrow company in the name of the borrower(s).
9. Grants cannot be used for the purchased of any Federal or Tribal subsidized home loan program.
10. A current credit report with all three credit bureaus information attached with application.
11. If there is another person named on the purchase and sales agreement other than the tribal member they must also provide a certification of participation and completion in the (3) hours of homebuyers training and the (3) hours of credit counseling by a certified lender or financial counseling agency.
12. If the applicant is purchasing the home with a spouse, or other party only one DPAP grant is allowed at a time for the same purchase and sale agreement.





Asset & Real Estate Department  
**Tulalip Tribes Housing Assistance Program**  
**(T.T.H.A.P.)**

Down Payment Assistance funds are paid through two different sources. To see which one your application will fall under please answer the questions below:

How many adults and children live in the home? \_\_\_\_\_

What is the gross household income including children? \$ \_\_\_\_\_

\*Depending on the source of funds used based on your application further verification may be needed.

Name(s): \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_  
\_\_\_\_\_

Address of Property being Purchased: \_\_\_\_\_

Amount of Grant Requesting: \$ \_\_\_\_\_

Type of Home: \_\_\_\_\_  
(Ex. Stick Built, Manufactured, Other)

Do You Own the Property? \_\_\_\_\_ Letter or Certificate of Completion: \_\_\_\_\_

Tribal Enrollment #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Additional Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_



# Asset & Real Estate Department

## Asset & Real Estate Department

### Authorization to Release Information

I, \_\_\_\_\_ authorize the Tulalip Tribes TTHAP Program to release all information required for this Grant. The release of information by you is authorized whether such information is of record or not. I do hereby release you and all persons, agencies, agents, employees, firms, companies, or parties affiliated with you from any damages resulting from providing such information. This authorization is valid for ninety (90) days from the date of signature below. Please keep a copy of my release request for your files.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print





**Asset & Real Estate Department**  
**Tulalip Tribes Housing Assistance Program**

**The Following Must Be Signed By The Tulalip Tribal Entities Before Application Will Be Accepted.**

By signing my name below, I am stating that the above applicant or any adult member of the household does not have any delinquent debt to any Tulalip Tribal entities.

The Tulalip Tribes Finance: \_\_\_\_\_  
Authorized Official Title

Tulalip Utilities Authority: \_\_\_\_\_  
Authorized Official Title

Tulalip Broadband: \_\_\_\_\_  
Authorized Official Title

Tulalip Housing Authority: \_\_\_\_\_  
Authorized Official Title

Tulalip Tribal Court: \_\_\_\_\_  
Authorized Official Title

The applicant will sign below. By signing, you are acknowledging that everything stated in this application and attached is true and correct.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Tribal Enrollment # \_\_\_\_\_

*"We are here as a team to work for our people"*