



Community & Economic Development Department  
 Historic WDM Housing Fund  
 4200 Mills Civic Parkway  
 PO Box 65320  
 West Des Moines, IA 50265  
[Housing@wdm.iowa.gov](mailto:Housing@wdm.iowa.gov)  
 515-273-0770

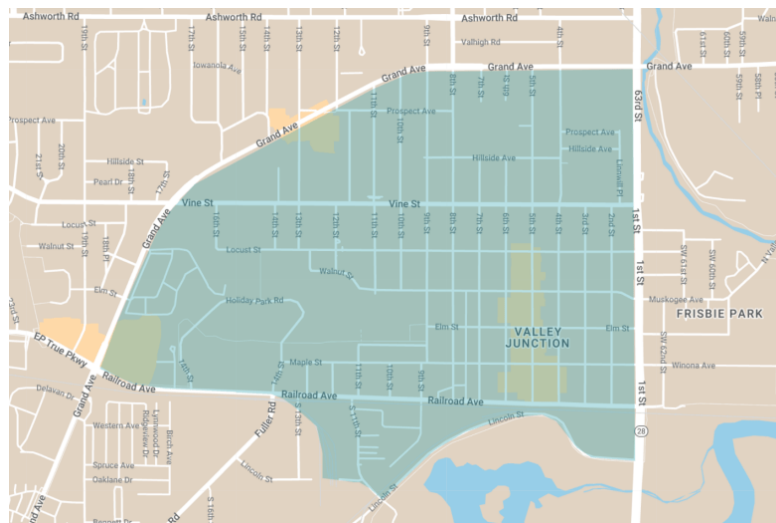


## DOWN PAYMENT ASSISTANCE PROGRAM

The Down Payment Assistance Program provides grants and deferred loans to assist in the purchase of homes in Historic West Des Moines (see map of area below). Total assistance ranges from \$2,500 to \$10,000 depending on qualifications of borrower.

### Requirements

- 1. Location** - The home to be purchased must be in the Historic Des Moines Area as outlined in (1<sup>st</sup> Street on the East, Railroad Avenue on the South, and Grand Avenue on the North and West).



West  
blue

- 2. Income Limits – Effective April 2023-** Borrower(s) annual gross income must be no more than 100% of the area median income, adjusted for household size. (HUD Guidelines for DSM/WDM Metropolitan Statistical Area)

Household Size	1	2	3	4	5	6
100% Area Median Income	\$79,100	\$90,400	\$101,700	\$113,000	\$122,100	\$131,100



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**3. Grant & Loan Amounts** – An approved borrower can receive a minimum grant for down payment and/or closing cost of \$2,500. Verifiable active-duty military, veterans and first responders are eligible for an additional \$2,500 grant. Approved borrowers can apply for an additional \$5,000 as a loan. The table below shows the combinations of funding for down payment and/or closing costs from this program.

	Approved Borrower	Active-Duty Military, Veterans, & First Responders	Total Available (if borrower is eligible for additional funds)
City of WDM Down Payment Assistance Program (GRANT)	\$2,500	\$2,500	\$5,000
City of WDM Down Payment Assistance Program (LOAN)	\$5,000	--	\$5,000
Total Available from City of WDM Down Payment Assistance Program	\$7,500	--	\$10,000

**4. Grant & Loan Terms** – For all forms of assistance a Promissory Note will be signed by the borrower and recorded against the property. Funds will be available the day of closing.

- a. **Grant Terms** – Borrower must reside in the property and remain as the title holder for a period of five (5) years from the date of closing. If the property has a change in ownership prior to the five (5) years, the full amount of the grant is required to be paid back to the City and no interest will be charged.
- b. **Loan Terms** – Borrower must reside in the property and remain as the title holder for a period of eight (8) years from the date of closing. The loan will be repayable upon transfer of ownership in eight (8) years from the date of closing. The loan will be a forgivable loan with 12.5% forgiven each year of owner occupancy and no interest will be charged. The borrower must occupy the home for eight (8) years to receive the full forgiveness.



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## 5. Other requirements

- a. Borrower must complete a homeowner education class from the City approved list and provide a certificate of completion (see page 4).
- b. Borrower must provide verification of approval from one of these programs:
  - i. One of Iowa Finance Authority's home buyer programs:  
[\(https://www.iowafinance.com/homeownership/\)](https://www.iowafinance.com/homeownership/)
    1. FirstHome Down Payment Assistance
    2. Home for Iowans Down Payment Assistance
    3. Military Homeownership Assistance Program
  - ii. Neighborhood Finance Corporation's Down Payment Assistance Program  
[\(https://neighborhoodfinance.org/down-payment/nfc-down-payment/\)](https://neighborhoodfinance.org/down-payment/nfc-down-payment/)
- c. Borrower does NOT have to be a first-time homebuyer
- d. There is NO maximum purchase price; only that the house is in the Historic WDM area.
- e. Cannot be a contract purchase
- f. Once approved, funds are reserved for that borrower for 120 days
- g. An application must be completed, and all required information must be attached (applications can be found at [wdm.iowa.gov/housing](http://wdm.iowa.gov/housing)). The City will ask for the following information from the borrower's lender:
  - i. Bank application
  - ii. Accepted purchased agreement (signed by all parties)
  - iii. Bank commitment letter
  - iv. Verification forms regarding borrowers' income and assets
  - v. Closing disclosure form

## STEPS TO APPLY FOR THE HISTORIC WDM HOUSING FUND DOWN PAYMENT ASSISTANCE PROGRAM

1. Get a mortgage pre-approval for financing from a financial institution.
2. Apply for either Iowa Finance Authority's programs or Neighborhood Finance Corporation program. Once approved by one of those organizations, then complete step 3.
3. Complete an online application using the following link or QR Code:  
<https://portal.neighborlysoftware.com/westdesmoinesia/participant>
4. Contact the City with questions or to request a paper application at [housing@wdm.iowa.gov](mailto:housing@wdm.iowa.gov) or (515) 273-0770.
5. The City will contact you about your eligibility and/or request any further information needed.
6. Upon provisional approval by the City, complete a homebuyer education course from the approved list (page 4).





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### City Approved Homebuyer Education Classes

- Home Opportunities Made Easy, Inc (HOME, Inc)
  - Online course, self-paced
  - Includes a counseling session after course
  - \$35
  - <https://www.homeincdsm.org/homeownership/ehome/>
  
- Iowa Finance Authority's Finally Home
  - Online course, self-paced
  - \$35 for borrowers over 80% Area Median Income, Free for borrowers less than 80% Area Median Income
  - <https://www.finallyhome.org/en/partners/iowa/>
  
- Iowa State University Extension
  - Online course, self-paced
  - \$45 cost
  - <https://www.extension.iastate.edu/humansciences/homebuyer>
  
- Fannie Mae (FNMA) HomeView
  - Online course, self-paced
  - No cost
  - <https://www.fanniemae.com/education>