DOWN PAYMENT Assistance Programs

Guidance for Municipalities

MAY 2026

Meeting the housing needs of our communities requires a variety of tools. Multiple resources can work together to address the rental and homeownership goals of residents. Down payment assistance (DPA) is one tool that can make the difference in determining whether a buyer can realize their dream of homeownership.

In the Massachusetts Housing Partnership (MHP)'s work across the state, we have observed a growing local interest in supporting homebuyers and have identified a need for more homeownership resources. This guide is intended to support communities as they embark on a journey to bolster their homeownership toolkit.

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What is Down Payment Assistance (DPA)?

One of the biggest challenges for first-time homebuyers is saving enough money to pay a down payment. This investment is even more difficult for low- and moderate-income (LMI) households. Down payment assistance (DPA) programs provide homebuyers with low-cost loans or grants to help cover these expenses when purchasing a home, often including closing costs. This assistance can be the difference in whether a household can achieve homeownership.

DPA programs are available through federal and state agencies, as well as local communities. In Massachusetts, several municipalities offer DPA resources to first-time homebuyers. The assistance is funded by a variety of sources ranging from federal or state funds to municipal resources. In some cases, a municipal DPA program may be used with a statewide DPA or other first-time homebuyer program to amplify the impact. Repayment of funds is typically deferred with income restrictions that vary across communities.

Typically offered as part of a DPA program, closing cost assistance offsets the financial burden of closing costs for LMI households.

DOWN PAYMENT

A down payment is a percentage of the home purchase price paid upfront when closing a home loan. For example, if the home costs $400,000 and the down payment required is 3%, the homebuyer would owe $12,000 at the time of closing the home loan.

CLOSING COSTS

Closing costs are various fees associated with a real estate transaction. These fees include closing attorney or escrow fees, appraisal, title insurance, loan origination, and other fees related to the closing, sometimes adding additional costs as high as $6,000-$10,000.

LOW- AND MODERATE-INCOME (LMI)

LMI is used to determine eligibility for housing, job and community services, often focusing on households that cannot afford market rate costs. However, the specific incomes covered may vary by program.

Why Do Communities Provide DPA?

Many communities have identified access to homeownership as a goal in their housing plans. They understand that increasing access to homeownership provides broad benefits for individuals, households and communities at large, and that it is one way of addressing housing needs using local housing resources.

Economic diversification of homeowners

As the cost to purchase a home has become increasingly out of reach for LMI households, DPA programs boost the ability of a homebuyer to find a home they can afford. This means our communities can benefit from a wider range of economic diversity among local homeowners, better reflecting the people present in our cities and towns. DPA assistance can also be a form of local strategy to make homeownership more attainable to populations that have historically lacked opportunities.

Access to wealth creation

Homeownership is the greatest source of wealth for many U.S. households. This is particularly true for Black and Hispanic households.[1] Increasing the ability for LMI people to own their home expands the opportunity for these households to build wealth. DPA helps the buyer build equity more quickly. A $20,000 down payment grant can be the difference between a 5 percent and a 10 percent down payment.

Long-term health of neighborhoods

Providing an opportunity for homeownership allows all local contributors, including the local workforce, to deepen their commitment to the community. Homeownership provides long-term stability and over time may be more affordable than rental housing, especially for LMI people and people of color.[2] This may be particularly true in Massachusetts given our tight rental market and high rents.

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[1] Economic Research FEDS Notes

[2] Homeownership Is Affordable Housing

Setting Up a DPA Program

ELIGIBILITY REQUIREMENTS

Typically, DPA programs are developed for LMI households who are first-time homebuyers and intending to be owner-occupants. Programs cover single family homes, two- to four-unit homes, and condominiums.

For example, Springfield's DPA program is available to first-time homebuyers with incomes that do not exceed 80 percent of the area median income (AMI) for the Springfield Metropolitan Statistical Area (SMA), posted annually by the U.S. Department of Housing and Urban Development (HUD) and adjusted for household size.

Common funding sources used for DPA have income and other restrictions that further inform program guidelines.

Low- to moderate-income households

Since DPA programs are utilizing public resources to support homeownership, they generally have income restrictions targeting LMI households. Some programs may limit eligibility so that a household's income cannot exceed 80 percent AMI or even up to 100 percent AMI or higher, depending on local needs and funding sources. Often the incomes of all adults in the household are used to calculate the household's income. Household size or community of purchase may be considered in determining eligibility.

First-time homebuyers

Most DPA programs are targeted toward first-time homebuyers. In Massachusetts, this typically means buyers who have not owned a home in the previous three years.

Owner occupancy

Most forms of assistance require the homebuyer to occupy the home as their primary residence while the grant or loan is in place or at least for a set minimum number of years.

Homebuyer Education

The Massachusetts Homeownership Collaborative, supported by Citizens' Housing and Planning Association (CHAPA) offers a Seal of Approval for classes provided by its member organizations. These eight-hour classes meet the highest ethical standards, teach an approved curriculum, and provide an excellent level of service in providing homebuyer counseling and education to first-time homebuyers. Attendees receive a certificate of completion that is required for most state and municipal housing programs in Massachusetts. Homeownership Education Providers | My Mass Home

AREA MEDIAN INCOME (AMI)

AMI is defined annually by HUD per community and based on household size. AMI is the midpoint of a region's income distribution, meaning that half of the households in that area earn more than the AMI, and half earn less.

For example, the 2025 AMI in Boston is $160,900 for a household of four, as defined by HUD. Low-income, or 80 percent AMI, is $132,300 for a household of four.

Collaborative providers also offer a post-purchase class to help buyers who want to learn more about protecting their home physically and financially, being a responsible landlord, financing home improvements and other important information. Some loan programs require borrowers to take a post-purchase class within one year of closing on a home purchase.

Asset limitations

Some programs limit eligibility on the value of "liquid assets" owned by the homebuyer. Liquid assets are typically limited to $75,000 to $100,000, which includes funds that are readily available without penalty such as checking and savings accounts, stocks, bonds, gifts, and cash. Retirement and college savings accounts are typically not included in liquid assets. These limits may be higher for seniors that are purchasing their first home.

First generation

Some programs are developed to serve first-generation homebuyers to address the unique challenges of those who do not have generational homeownership to support and inform their purchase.
NFHA's First Generation Guide

PROGRAM STRUCTURE

Down payment and closing cost assistance programs are structured in several ways, depending on the funding source and accompanying restrictions, such as income and asset limits. Most programs set a limit on the total amount of funds available for each eligible homebuyer, for example, up to $10,000. Many DPA programs include both down payment and closing costs, with some also funding interest rate reductions.

Down payment

Mortgage programs catering to first-time homebuyers and LMI households usually require a smaller down payment than conventional mortgages, but borrowers are still often expected to pay a portion of the required down payment from their own funds. DPA programs then contribute either a set amount (e.g., $4,000) or a percentage of the purchase price (e.g., up to 3 percent).

Closing costs

If there are funds remaining, municipalities may allow the DPA to cover eligible closing costs. Closing costs are those costs associated with the application and loan closing, such as origination fee, appraisal fee, taxes, or insurance escrow.

Interest rate reduction

Interest rate reduction fees are paid to a lender in exchange for a lower interest rate. If the municipality does not have additional funds for this purpose, eligible closing costs may include a percentage to buy down the interest rate. However, this is at the discretion of the lender.

Recapture

Recapture refers to the repayment of a benefit. In general, borrowers are expected to repay all or part of the down payment and closing cost allocation

NEWBURYPORT CASE STUDY

Newburyport's HOME PORT program is available to all income-eligible first-time homebuyers seeking to buy a home in Newburyport. The goal of the program is to increase homeownership among LMI households in Newburyport.

Applicants must have household incomes that do not exceed 100 percent AMI for the purchase of a non-deed restricted home and 80 percent AMI for the purchase of a home with an affordability restriction. Funds may be used for down payment assistance and other eligible closing costs including appraisal, credit report fees, survey, plot plan and flood certification fees, as well as an interest rate reduction. The maximum assistance per eligible household is $20,000. Funds are provided by the City of Newburyport's Community Preservation Fund.
Newburyport HOME PORT

upon refinance or sale. Programs may allow for the repayment of a benefit to be partially or fully forgiven as long as certain conditions are met.

Many down payment and closing cost programs provide a five-year forgiveness period, where the benefit is structured as a deferred payment, 0 percent loan with a principal that is forgiven at a rate of 20 percent per year, with total forgiveness after five years.

In the ONE+Lowell example right, the funds are structured as a grant and are not paid back. Newburyport structures the funds as a 0 percent, forgivable loan, which is forgiven after five years as long as the homeowner maintains the home as their primary residence during that period of time. There is no principal reduction between years one to five.

Homeowner Selena purchased her first home with the help of ONE+Lowell.

ONE+LOWELL MORTGAGE PROGRAM

The City of Lowell, in partnership with the Merrimack Valley Housing Partnership and MHP, established The ONE+Lowell Mortgage Program with limited funding. One of several DPA programs offered in Lowell, ONE+Lowell provided up to $30,000 for LMI households purchasing their first home in Lowell.

This program was structured first by a permanent interest rate reduction of 100 basis points (or 1 percent), providing a rate reduction fee of 4 percent of the applicable loan amount to the lender. Down payment assistance then followed, covering up to 3 percent of the purchase price. The remainder of the funds were applied to closing costs associated with the purchase, not to exceed $30,000 per household. However, with a small and finite funding source, the future of the program is uncertain. [About ONE+Lowell]

KEY CONSIDERATIONS IN ESTABLISHING A DPA PROGRAM

Lead advocates

The creation of a DPA program is often driven by a local housing board or community/housing development department. In a town, the political and funding process may require a broader degree of participation to establish a program, such as seeking funding from Town Meeting. Cities may have more flexibility within a community development department and existing funding sources.

Initial considerations should be how the program will be funded, potential requirements and limitations to the funding source(s), who will qualify for assistance, and who will manage the program. Additionally, since establishing a DPA program requires a significant investment of time, it makes sense to secure at least three years of funding upfront.

Strategic partners

Beyond municipal housing boards, local non-profit housing organizations have an interest in expanding the ability of LMI households to access affordable homeownership. They can contribute valuable insight into developing and managing housing programs.

Procurement requirements

In some cases, a non-profit entity may request municipal funds to implement a DPA program. If done through a publicly advertised funding cycle, additional procurement requirements would likely not apply. However, if the program is to be developed by the municipality and implemented by an outside entity, the community must follow M.G.L. Chapter 30B to procure this support.

ADMINISTERING DPA PROGRAMS

Housing programs such as DPA can be complicated and should be professionally managed. While some communities have internal municipal capacity to effectively implement DPA, many rely on an outside housing agency with experience supporting low-income households.

Municipality

Some municipalities have community development departments with housing expertise. When staff have direct experience managing housing programs such as rental assistance or housing rehabilitation, adding DPA may be feasible through this existing structure. This has been the case in cities such as Waltham and Boston.

Non-profit housing organization

When a municipality does not have internal capacity to run a program, it is appropriate to contract with a non-profit housing organization or experienced housing consultant. If the municipality has developed the program structure internally or is initiating the program, it will need to follow state procurement laws to identify an entity to implement the program. In some cases, a housing organization may initiate the creation of a DPA program and apply for municipal funding on its own, minimizing the need to follow Chapter 30B requirements.

Clear expectations of roles and responsibilities should be outlined in a contract between the municipality and the party hired to implement the program. Include protocol to protect the personal information of applicants/recipients, clear standards in performing their activities under the contract, and expectations for reporting to the municipality.

When working with an external partner, be prepared to pay an administration fee to cover the costs of implementing your DPA program. Wellfleet has contracted with regional Cape non-profit, Community Development Partnership (CDP). The program is marketed on Wellfleet's housing website, but CDP manages applications and program logistics.

SOURCES OF FUNDING

HOME

The HOME Investment Partnerships program, funded by HUD, is the largest federal housing program focused on providing flexible capital to states and local communities to support local housing initiatives and address their most pressing affordable housing needs, including the expansion of homeownership opportunities and DPA for LMI households.

HOME funds are awarded annually to jurisdictions throughout Massachusetts. These jurisdictions, known as Participating Jurisdictions, include a combination of state agencies, individual cities, and regional consortiums. Partnering Jurisdictions that automatically receive HOME funds from HUD are known as entitlement communities. The criteria to be considered an entitlement community, and thus a Partnering Jurisdiction of HOME funds include:

Cities: a municipality with a population of at least 50,000 or that is designated as a principal city of a metropolitan area, or

Urban Counties: a county with a population of at least 200,000, excluding populations of any entitlement communities within their boundaries.

Partnering Jurisdictions are responsible for the administration of HOME funds to support local housing initiatives. Key responsibilities include the following:

1. Developing and managing affordable housing programs that align with local needs, including activities like down payment assistance.
2. They are required to prepare a Consolidated Plan that outlines their housing and community development needs and strategies, ensuring community participation in the planning process.
3. They must adhere to HUD regulations and requirements to ensure compliance with the use of HOME funds.

Communities throughout the Commonwealth that do not meet the criteria to be considered an entitlement community may still access HOME funding through a local consortium. HUD explains consortiums as "a way for local governments that would not otherwise qualify for HOME funding to join with other contiguous units of local government to directly participate in the HOME program." This allows smaller municipalities to collectively qualify as a Partnering Jurisdiction. By joining together, they access additional resources to invest in affordable housing in their combined jurisdictions.

The Community Development Block Grant (CDBG)

The CDBG Program, administered by HUD, is a federal initiative that provides essential funding to state and local governments for community development projects. Designed to enhance economic opportunities and improve the quality of life for LMI individuals, CDBG offers flexibility, allowing municipalities to tailor funds to local needs while aligning with national priorities — such as expanding affordable housing. Through CDBG, communities can offer homeownership assistance, including down payment and closing cost support, as well as interest rate reductions. These funds may be provided and structured as a forgivable loan or grant. CDBG income limits are available for Extremely Low (30 percent), Very Low (50 percent), and Low (80 percent) income households. CDBG funds may also go up to 120 percent AMI on a limited basis for certain high-cost areas, only as allowed by the applicable Federal Register Notice. CDBG and CDBG-DR Income Limits - HUD Exchange

Out of the 351 municipalities in Massachusetts, HUD has designated 37 of these municipalities as CDBG Entitlement communities. Generally, these communities exceed 50,000 in population and receive funding directly from HUD.

These entitlement communities are as follows: Arlington, Attleboro, Barnstable, Boston, Brockton, Brookline, Cambridge, Chicopee, Fall River, Fitchburg, Framingham, Gloucester, Haverhill, Holyoke, Lawrence, Leominster, Lowell, Lynn, Malden, Medford, New Bedford, Newton, Northampton, Peabody, Pittsfield, Plymouth, Quincy, Revere, Salem, Somerville, Springfield, Taunton, Waltham, Westfield, Weymouth, Worcester, and Yarmouth.

MAYOR OF NEWBURYPORT, SEAN REARDON

"The Newburyport Affordable Housing Trust created a down payment assistance program to help close the gap for first time homebuyers in Newburyport. As in other municipalities, home prices in Newburyport continue to rise and many first-time buyers are left behind. We hope to do our part to help make buying a home in Newburyport a little easier."

In Massachusetts, there are two primary CDBG funding programs available for communities that are not designated as entitlement communities: the Community Development Fund (CDF) and the Mini-Entitlement Program, which are administered in Massachusetts by EOHLC.

CDF funding is a competitive program and awards grants to eligible communities throughout the Commonwealth to assist cities and towns meet a broad range of community development needs, including housing.

Municipalities that are selected for the Mini-Entitlement Program are determined by using a formula calculation based on high statistical indicators of need, poverty rate, and population size. These two CDBG sources of funding have specific eligibility requirements. To apply, there is a CDBG application link which can be accessed on EOHLC's website.

Community Preservation Act

The Community Preservation Act (CPA) is a unique Massachusetts tool that supports communities in creating affordable housing, preserving open space and historic sites, and developing outdoor recreational facilities. Through ballot referendum, communities can add a surcharge of not more than 3 percent of the tax levy against real property to fund its local Community Preservation Fund. Some communities have allocated CPA funds to support DPA programs.

Municipal affordable housing trust funds

Organized under M.G.L. Chapter 44, Section 55c, municipal affordable housing trusts are a local tool to address housing needs. The stated purpose is "...to provide for the creation and preservation of affordable housing in municipalities for the benefit of low- and moderate-income households and for the funding of community housing, as defined in and in accordance with the provisions of chapter 44B." While many affordable housing trust funds see their key role as investing in the creation of affordable housing, there are some that fund programs benefiting individuals in other ways such as through rental assistance, "buy down" homeownership programs, and DPA.

Legal Considerations

The following includes a list of a few common issues that communities may encounter in developing DPA programs and is being shared in this guidance generally for informational purposes. Communities should consult with their Town Counsel or City Solicitor to seek appropriate advice on these and other legal considerations.

MASSACHUSETTS ANTI-AID AMENDMENT

Anti-Aid Amendment considerations come up when public funds are given to a non-public entity. The Massachusetts Department of Revenue's Division of Local Services (DLS) has issued guidance outlining Anti-aid Amendment consideration in the context of CPA that may be helpful for communities as they navigate this issue with municipal counsel.[3]

FUNDING RESTRICTIONS

Most funding sources have restrictions on how the funds may be used. While both CPA and housing trusts are critical local tools in Massachusetts, both have limitations to how funds are used and sometimes there are differing opinions on how to interpret those restrictions. For example, communities should consider whether their CPA funds or affordable housing trust will require the use of affordable housing restrictions under any new DPA program.

Community Preservation Act (CPA)

Under Section 5 of CPA, CPA funds may, among other things, be used "for the acquisition, creation, preservation and support of community housing." With regard to use of CPA funds for DPA programs, the Massachusetts Department of Revenue's DLS issued an advisory opinion (2016-838), in which they noted the following considerations:

> *Funding for a program to assist income-eligible persons make a down payment on a home in return for the municipality's acquisition of an affordable housing restriction on the unit is allowable as "acquisition," "creation" or "support of community housing." As it is an "acquisition" of an interest in land acquired with community preservation funds, we believe an affordable housing restriction is required under G.L. c. 44B, s. 12. The restriction on the unit supports making the unit affordable.*

Section 5 of the CPA separately permits municipalities to appropriate CPA funds to an affordable housing trust. In DLS's advisory opinion (2016-838), they noted the following considerations:

> *…[A]s a result of amendments made by the Municipal Modernization Act and effective November 6, 2016, affordable housing trusts created under G.L. c. 44, s. 55C are now required to spend CPA funds for community housing subject "to all the rules, regulations and limitations" of [the CPA]. We understand that this change in the law was intended to limit the trust to spending CPA funds for only those community housing projects, activities and purposes eligible under G.L. c. 44B, s. 5(b)(2)…*

While CPA is implemented on the local level, it is important to be thoughtful about its definitions and limitations when determining eligible activities.

[3] DLS prepared for MMLA. (2016, May 19). Community Preservation Act & Fund [Power Point slides].

Municipal Affordable Housing Trust Fund, M.G.L. Chapter 44, Section 55C

While some local affordable housing trusts were established through a Home Rule petition, most are Municipal Affordable Housing Trust funds organized under M.G.L. Chapter 44, Section 55c. The stated purpose is "...to provide for the creation and preservation of affordable housing in municipalities for the benefit of low- and moderate-income households and for the funding of community housing, as defined in and in accordance with the provisions of chapter 44B."

Although "affordable housing" and "low- and moderate-income housing" are not defined in the trust statute, communities should understand that the affordability requirements are mandatory if they design their DPA programs using Municipal Affordable Housing Trust funds. In the past, communities have adopted the following affordability requirements in their DPA programs:

- In keeping with the subsidized housing inventory (SHI) and M.G.L. Chapter 40B, some communities use 80 percent AMI as the income ceiling.
- Some communities use the definition of "moderate-income" in the CPA statute (100 percent AMI).
- Others may look to the state's affordable housing trust fund that defines "moderate-income" as 110 percent AMI.

Examples of Existing DPA Programs

CITY PROGRAMS

BOSTON

ONE+Boston, in partnership with MHP, offers the lowest fixed interest rates available for a 30-year mortgage in Boston. Additionally, it provides access to down payment and closing cost assistance. The City has a goal to increase the buying power of income-eligible, first-time homebuyers purchasing a home within the City of Boston.

One+Boston provides a 1 percent rate reduction based on the income of the borrower, up to 3 percent for down payment assistance, and closing costs with a cap of $75,000 per homebuyer. Assistance is in the form of a grant with no recapture or repayment provisions.

The Boston Home Center, in the Mayor's Office of Housing, administers the program and has utilized both federal ARPA and local CPA funds.
ONE+Boston Homebuyer Program

Cherisse purchased her first home with ONE+Boston.

LOWELL

The City of Lowell offers a variety of DPA programs, utilizing different sources of funding.

CPA

Lowell used CPA funding, in partnership with the Merrimack Valley Housing Partnership, to enhance the ONE Mortgage affordable mortgage product offered by MHP. Prospective homebuyers had to earn no more than 100 percent AMI and purchase property in Lowell.

The ONE+Lowell Mortgage Program provided up to $30,000 for LMI households purchasing their first home. This program was structured first by a permanent rate reduction fee of 4 percent of the applicable loan amount. Down payment assistance then followed, covering up to 3 percent of the purchase price. The remainder of the funds, if available, were applied to closing costs associated with the purchase.

In this program, the permanent interest rate buy-down meant that borrowers realized a significant gain in long-term equity in addition to more buying power. The borrower was not obligated to repay these funds when they sold or refinanced the property. However, with a limited funding source, the future of this program is uncertain.

HOME

The City of Lowell has a federally funded HOME program for down payment and closing cost assistance for first-time homebuyers. This is a no-interest loan program, but the loan is due upon sale, transfer of the deed, or refinancing. The prospective borrower must earn no more than 80 percent AMI and

Julianne purchased her first home with ONE+Boston.

purchase property in Lowell. Maximum assistance is capped at $11,800 per home buyer.

Lowell Development & Financial Corporation

The Lowell Development & Financial Corporation (LDFC) provides a no-interest loan for up to $7,500. The amount of assistance can be 1.5 percent of the purchase price if the lender requires a total of 3 percent down. If the lender requires a 5 percent down payment, the amount of assistance can be 2.5 percent of the purchase price.

This program is ideal for Lowell buyers who exceed the income limits for the HOME program but fall below the LDFC limits. Maximum household income is $153,900 (as of the publication of this guidebook), with exceptions for UMass Lowell and City of Lowell employees. Beginning on the fifth anniversary of the loan, 20 percent of the loan is paid back to LDFC in five annual installments. The entire loan is due upon sale, transfer, or refinancing.
[Down Payment Assistance Programs]

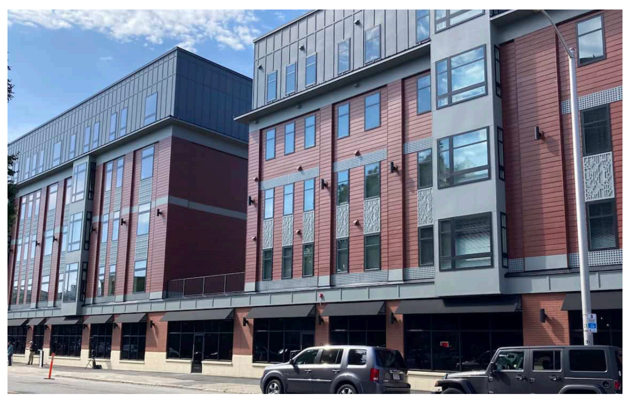
TOWN PROGRAMS

GREAT BARRINGTON

Using CPA funds, Great Barrington Affordable Housing Trust Fund offers up to 10 percent of the purchase price of a home (maximum of $25,000) for down payment assistance which can be combined with first time homebuyer programs and Federal Home Loan Bank grants.

Loans are distributed on a first-come, first-served basis and must be repaid in full at the time of sale or transfer unless the selling price is less than 90 percent of the original purchase price.

Applicants must be owner-occupants, earn no more than 100 percent AMI, not own any other residential properties and complete homebuyer counseling if first time homebuyers.
[Great Barrington Affordable Housing]



Multiple ONE+Lowell borrowers purchased condos at the Acre Crossing Residences in Lowell.

DPA Program Checklist

1. Identify a funding amount and source
   - [ ] Does the source have income, assets, or other use restrictions?
   - [ ] Are there specific reporting requirements with the funding source?
2. Determine income limits
3. Determine asset limits
4. Develop clear program guidelines
   - [ ] Is there a dollar limit to assistance?
   - [ ] What is the length of assistance?
   - [ ] Is the assistance forgiven over time?
   - [ ] Is the assistance a grant or a loan, including a forgivable loan?
   - [ ] Must the home being purchased be located in the community, or is it open to purchases outside of the community?
   - [ ] Does the homebuyer have to maintain the property as a primary residence during the life of the assistance?
5. Obtain necessary funding approvals from municipal leadership (e.g., CPC, City Council, Select Board).
6. Create an online or electronic application, with a paper option.
   - [ ] Applications should include language that gives the municipality standing if it is later determined that the applicant falsified information to take unfair advantage of the program.
   - [ ] Include language allowing the municipality to verify information and to share information with the mortgage lender.
7. Identify documents necessary to complete the application
   - [ ] Documentation of income, including household income
   - [ ] Assets, if there is an asset limit
   - [ ] Purchase and Sale, identifying property address, purchase price, and closing date.
   - [ ] Evidence of residency if the program is for current residents of the municipality
8. Include the selection process in your guidelines and application (e.g., rolling applications, monthly deadline).
9. Create a written and specific internal process to track funds and ensure periodic performance to the appropriate oversight board or entity.
10. How will the program be marketed to reach prospective homebuyers, lenders, and realtors?
11. Create a grant agreement or loan agreement with terms and conditions.
12. Identify a municipal department, non-profit housing organization, or consultant to implement the program and provide regular reporting.
    - [ ] Administration fees to cover the cost of program implementation are typical. These fees are subject to M.G.L. Chapter 30B procurement guidance.

CONTACT INFORMATION

For more information on the specifics of setting up a DPA program, email onemortgage@mhp.net.

For questions about using CPA or affordable housing trust funds for DPA, contact Shelly Goehring at sgoehring@mhp.net.

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