

2019 DPP: Tips for Navigating DPP Online



Community Investment

Program guide, information, and forms available [online](#)

FHLB Chicago | Federal Home Loan Bank of Chicago

Using DPP Online

- DPP Online is accessed through eBanking
- Required Reservation Documents (see [Reservation Document checklist](#)):
 - Purchase contract and 1st mortgage loan application
 - [Income Calculation Workbook](#)
 - [Beneficiary Questionnaire](#) for each household member 18 years of age & older
 - Income documentation

2

DPP Online Challenges

- Incomplete beneficiary questionnaires
- Inaccurate income calculation workbooks
- Expired reservations
- Not ensuring minimum 'net contribution' and/or <\$250 cash back at closing
- Reserving funds under correct DPP program

3

Recommendations and Timeline Management

- Allow two weeks for processing of reservation
- Allow time for TRID
- Retain copies of all documents submitted
- For clarifications and resubmission of documents, use a different file name

4

DPP Online Hints

- 'Pending' status
- Reservation and Disbursement screen flows
- Additional member contacts
- 'Submit' button
- Determining grant amount at reservation

5

Benefits of Centralization



6

Program Resources

- [DPP Program Guide](#), including forms, documentation checklists, and [DPP Online step-by-step procedures](#)
- [Income Calculation Guidelines](#), [Income Calculation Workbook](#), and [Income Calculation Workbook Instructions](#)
- [Repayment Guidelines](#) and [calculation worksheet](#)
- Webinars and one-on-one technical assistance
- [Customizable marketing brochures](#)

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7

Contact Information

For questions on Program Requirements, Administration, and Borrower Eligibility:
[DPP Staff and Community Investment Group](#)

Phone: 312-565-5824, Option 1

Email: dpp@fhlbc.com

For questions on DPP Program Enrollment, eBanking, and DPP Online access:

[Member Support](#)

Phone: 855-345-2244, Option 0

Email: membersupport@fhlbc.com

8
