



**FHLBank**  
Chicago

Downpayment Plus Programs®

COMMUNITY INVESTMENT OPERATIONS

## Meet the Team



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# Questions?



*GoToWebinar* question feature

Follow-up questions to  
[dpp@fhlbc.com](mailto:dpp@fhlbc.com)



# Agenda

## 2026 Program Overview

- Program Details
- Program Requirements

## DPP Online Overview

- DPP Roles
- Navigation and Process
- Resources

# 2026 Program Overview

# Programs and Funding

## DPP

- \$1,000 net homebuyer contribution
- Originated and/or funded by FHLBank Chicago Member

## DPP Advantage

- **No** \$1,000 net homebuyer contribution
- Non-Profit originates and funds the first mortgage

*DPP and DPP Advantage: The 2026 DPP per-member limit is \$1M (each program). Parent holding companies owning two or more Bank Members are limited to a maximum of \$2M (each program) in DPP funds.*

# Program Overview

- Both programs have a **\$1 million** member limit
- Max grant is lesser of **\$10,000** or **25%** of the first mortgage amount
- Forgiven **1/60<sup>th</sup>** per month over **5 years**
- Household income **≤ 80%** Area Median Income (AMI)
- **\$1,000** net homebuyer contribution (not for DPP Advantage)
- No more than **\$250** cash back at close
- Homebuyer Education and Counseling

**2026**  
**Program opens**  
**January 20, 2026**



# Income Guidelines

- Household annual income  $\leq$  80% AMI
- Use HUD AMI guidelines
- Include income of all household members 18 years and older
  - excluding students who are non-borrowers or head of household
- Project income forward
- Follow all DPP calculation guidelines
- More information in our [Income Calculation Guidelines](#)



# DPP Grant Process

## RESERVATION

- Initiate reservation via DPP Online

- Complete reservation within **30 days** or it will expire

- Allow **two weeks** for FHLBank Chicago approval

- Transaction must close within **90 days** of approval

- Closing package must be uploaded within **14 days** after closing

## DISBURSEMENT

- Allow up to **four weeks** from closing package upload to disbursement

# Required Documentation



## Reservation



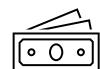
Purchase Contract



Questionnaires



Loan App



Income Documentation



Income Calculation

## Disbursement



Closing Disclosure



Certificate of  
Borrower Eligibility



Retention Agreement



Homebuyer Education  
& Counseling



AUS or LOX if  
DTI>45%

# Program Requirements

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# Borrower Requirements

- No co-signors, guarantors or non-occupying co-borrowers
- Income at or below 80% AMI
- Complete both pre-purchase homebuyer education and counseling
- No minimum credit score requirements but AUS or LOX if DTI is greater than 45%
- Repay a pro rata share of the grant, if necessary, due to sale or refinancing before the end of the five-year retention period



# Homebuyer Contribution

- **\$1,000** minimum **Net** Homebuyer Contribution
  - Earnest money, cash paid by borrower at closing, or costs related to the transaction paid outside of closing
  - Must be homebuyer's own resources; gifts or other DPA grants do not qualify
  - **Net** contribution (subtract cash back at close)
  - If the cash back reduces the borrower's contribution to less than \$1,000, the member will not be reimbursed for the DPP grant
  - Cash back at closing cannot exceed \$250





FANNIE MAE

HomeView™



Freddie Mac  
CreditSmart®

## Homebuyer Education & Counseling

Virtual or face-to-face

Up to \$500 of the DPP grant may be applied

Approved Education Providers:

- *eHome America*
- *Framework*
- *Fannie Mae HomeView*
- *Freddie Mac CreditSmart*
- *HUD-approved Counseling Agency*

Counseling must be completed through any **HUD-approved counseling agency**

*Links are posted on our website for approved providers and for finding HUD-approved counseling agencies in your area*

# Property Requirements



- Must be primary residence
- Property in any state member does business
- 1 or 2-unit property
- Require appraisal
  - *REO Transactions*
  - *Related Party*
  - *Duplex*
  - *Other owned properties*

# Eligible Mortgage Products & Uses of Grant Funds

- Closing costs & down payment
- Interest rate write down
- Escrow reserves deposited with lender
- Up to \$500 for education & counseling

***Any excess must be applied to the principal***

## Types of First Mortgages

- Portfolio
- Rural Development
- Veterans Administration (VA)
- IHDA, WHEDA, or other federal, state, or local housing programs
- Federal Housing Administration (FHA)
- DPP grants may be used with first mortgages sold to MPF, FNMA, or FHLMC, if retention agreement is acceptable
- HUD Section 184

## Purpose of Financing

- Purchase
- Purchase/Construction
- Purchase/Rehabilitation
- **Refinance is ineligible**

## Amortization and Term

- Conventional fixed-rate
- ARM with minimum term and initial rate lock of five years
- Balloon with min. 5-year term
- **Interest-only is ineligible**

*\*Members must follow both DPP guidelines and the first mortgage/lender/guarantor guidelines*

# Member Responsibilities



-  **Submit** Annual Certification in DPP Online
-  **Calculate** household income
-  Make grant **reservation**
-  Ensure compliance with all **DPP guidelines**
-  **Disburse** grant funds at closing
-  Oversee **repayments** and release of recorded **retention agreement**

# **D P P O n l i n e** **S y s t e m O v e r v i e w**

# DPP Online Access & Roles

## DPP Admin

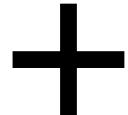
- **Complete** the Annual certification
- **Access** full DPP portfolio
- **Assign** relevant contacts
- **Initiate** reservations
- **Complete** reservations
- **Process** disbursements or repayments (if assigned as a contact)

## DPP Analyst

- **Initiate** reservations
- **Complete** reservations
- **Process** disbursements or repayments (if assigned as a contact)

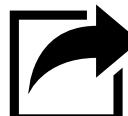
*DPP roles are assigned by your **Member Security Administrator (MSA)** in eBanking*

# Reservation Process



## Initiate the Reservation

*Places a hold on funds; a purchase agreement is required*



## Submit the Reservation

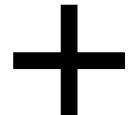
*Upload all required documents, complete the workbook, and submit it to FHLBank Chicago for review*



## Reservation Under Review

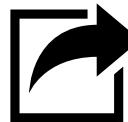
*FHLBank Chicago reviews the reservation, and you will be notified via email of the review decision*

# Disbursement Process



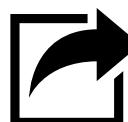
## Initiate the Disbursement and Submit to Prepare to Close

*Fill in the Disbursement Request Amount, add additional contacts as needed and **click submit to Prepare to Close***



## Complete Prepare to Close and Submit for Post Close

*Enter and verify the disbursement amount and other closing details, print the Certificate of Borrower Eligibility, and **click submit to Post Close***



## Complete Post Close and Submit for Review

*Fill in the actual closing date, upload final closing documents, and **click submit for Review***



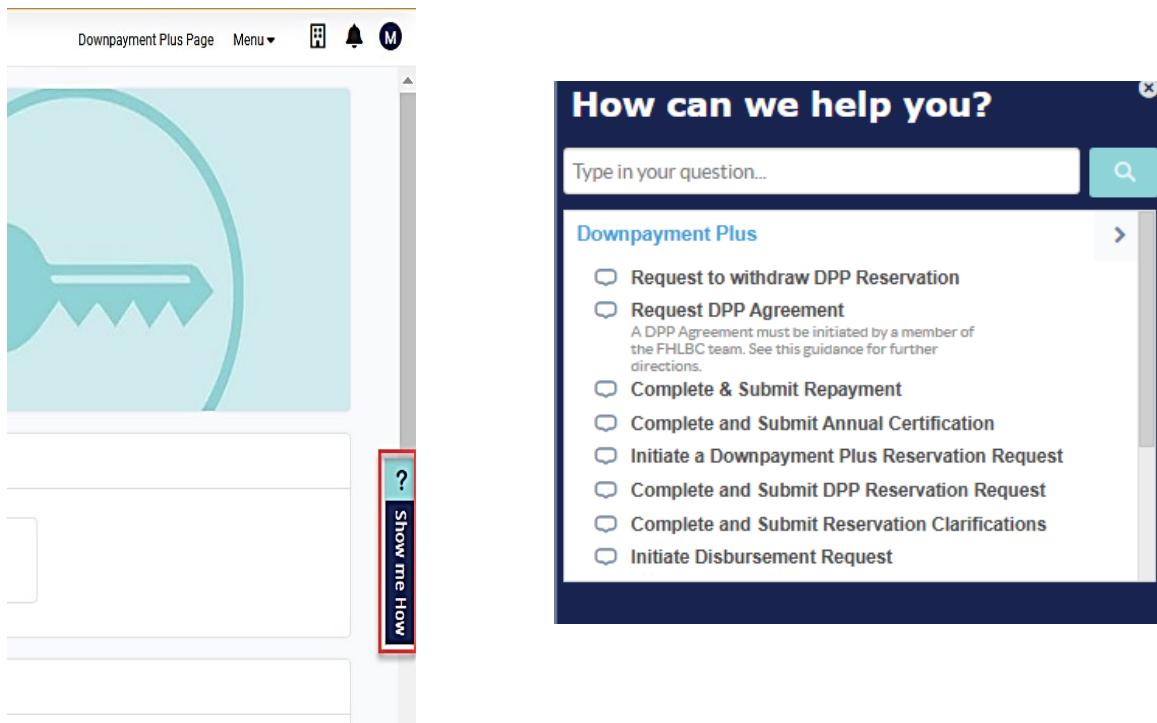
## Disbursement Under Review

*FHLBank Chicago reviews the disbursement, and you will be notified via email of the review decision*

# Useful Navigation Resources

## Show Me How Tool

Located inside DPP online, gives on screen guidance for a variety of DPP actions



## DPP Online Guide

Document that includes step by step instruction on completing DPP processes in DPP online

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# DPP Home Page Tour

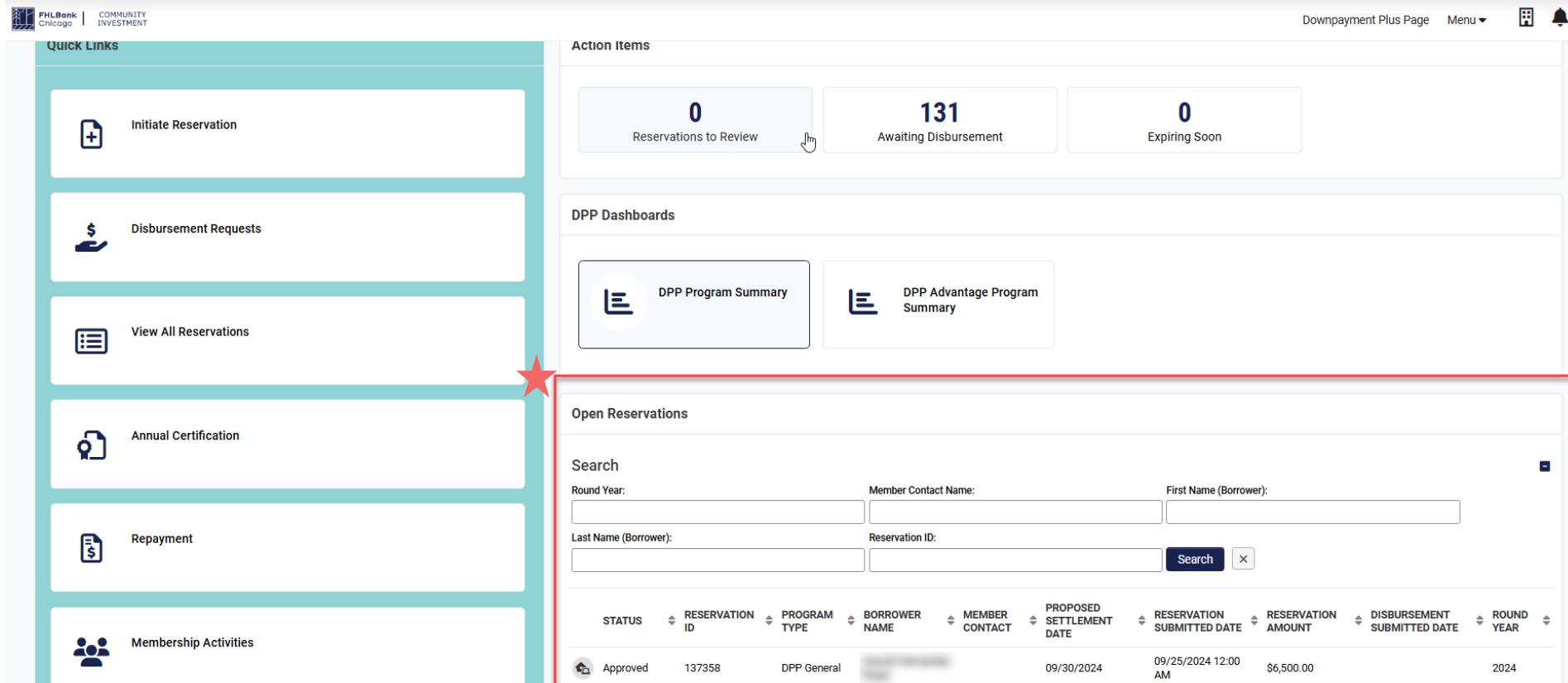
The screenshot shows the DPP Home Page. At the top left is the FHLBank Chicago logo and 'COMMUNITY INVESTMENT'. At the top right are 'Downpayment Plus Page', 'Menu', and a user icon. The main content area has a teal header 'Downpayment Plus® Program' with a sub-header about the program, a 'Program Details' button, and a large teal circular graphic with a key icon. Below this is the 'Quick Links' sidebar with four items: 'Initiate Reservation', 'Disbursement Requests', 'View All Reservations', and 'Annual Certification'. To the right is the 'Action Items' section with three boxes: '1 Reservations to Review', '32 Awaiting Disbursement', and '0 Expiring Soon'. Below this is the 'DPP Dashboards' section with 'DPP Program Summary' and 'DPP Advantage Program Summary' buttons. Further down is the 'Open Reservations' section and a 'Search' bar with fields for 'Round Year', 'Member Contact Name', and 'First Name (Borrower)'. A red arrow points from the 'Quick Links' sidebar to the 'Quick Links' text in the tour. Another red arrow points from the 'Action Items' section to the 'Action Items' text in the tour. A third red arrow points from the 'DPP Dashboard' section to the 'DPP Dashboard' text in the tour. A red box highlights the 'Show me How' button in the top right corner of the 'Action Items' section.

**Quick Links:**  
Navigate using short cuts to quickly access common tasks

**DPP Dashboard:**  
View member allocation information and other relevant DPP information

**Action Items:**  
Click the number to see and manage pending grant applications

# Locating In Process Reservations



The screenshot shows the FHLBank Chicago DPP Plus Page interface. On the left, there is a vertical 'Quick Links' sidebar with the following items: 'Initiate Reservation', 'Disbursement Requests', 'View All Reservations' (which has a red star icon to its left), 'Annual Certification', 'Repayment', and 'Membership Activities'. The main content area has a header 'Action Items' with three buttons: '0 Reservations to Review', '131 Awaiting Disbursement', and '0 Expiring Soon'. Below this is a 'DPP Dashboards' section with 'DPP Program Summary' and 'DPP Advantage Program Summary' buttons. The central part of the page is titled 'Open Reservations' and contains a 'Search' section with fields for 'Round Year', 'Member Contact Name', 'First Name (Borrower)', 'Last Name (Borrower)', and 'Reservation ID'. A 'Search' button and a clear 'X' button are also present. Below the search is a table with the following data:

STATUS	RESERVATION ID	PROGRAM TYPE	BORROWER NAME	MEMBER CONTACT	PROPOSED SETTLEMENT DATE	RESERVATION SUBMITTED DATE	RESERVATION AMOUNT	DISBURSEMENT SUBMITTED DATE	ROUND YEAR
Approved	137358	DPP General	[REDACTED]		09/30/2024	09/25/2024 12:00 AM	\$6,500.00		2024

## Open Reservations:

★ Lists all reservations that you have permissions to view. Includes search functionality to locate individual grants

# Annotations/Clarifications

The screenshot shows a web-based application for managing loan applications. The top navigation bar includes the FHLBank Chicago logo, a 'COMMUNITY INVESTMENT' link, and a 'Downpayment Plus Page' link. A 'Menu' dropdown is also present. The main content area displays a loan application form with various fields. A red arrow points to a yellow-highlighted field for 'First Time Homebuyer' (Yes/No), indicating it is a field that needs attention. Another red arrow points to a 'Submit Clarifications' button at the bottom of the page. A 'JUMP TO' sidebar on the right lists various application sections. A 'Annotation List' sidebar on the right shows a single entry for 'First Time Homebuyer' with a note: 'Please correct this question. Last replied by Angie Ashlaw on 01/16/2025 03:26PM'. A red arrow points to this annotation entry. A 'Show me How' button is also visible in the 'Annotation List' sidebar.

Field that needs to be addressed will be highlighted in yellow

To address click the annotation in the dialogue box. You will have an option to reply, upload additional docs or update the field

Once addressed, submit back to the FHLBank staff

# Assigning Contacts & Roles in DPP Online

Only contacts with the correct role can access reservations, disbursements, or repayments

Step-by-Step Workflow:

## 1. Search for Contacts

Use binoculars to look up a contact or the magnifier + icon to assign multiple contacts with appropriate role(s) (see screenshots to the right)

## 2. Assign Roles

Select the contact, then choose the appropriate role(s):

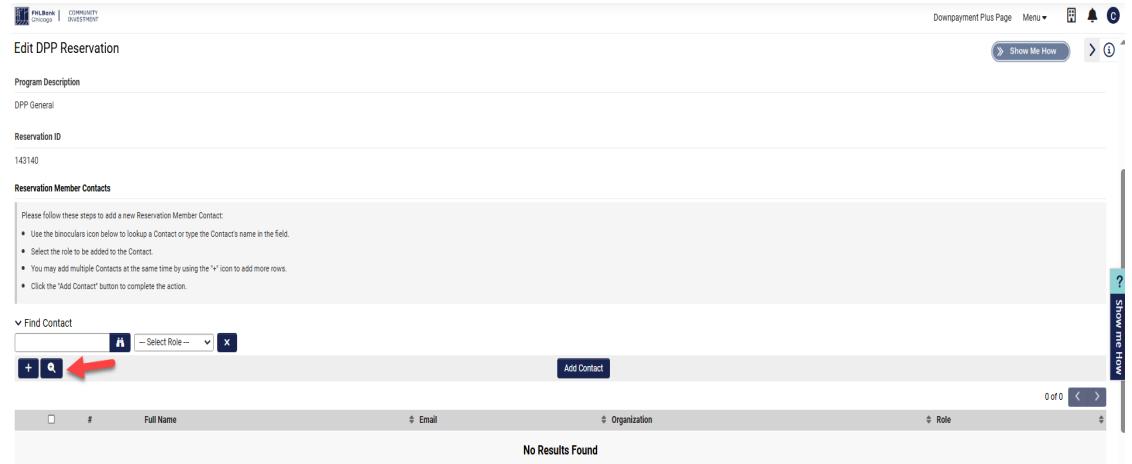
- Reservation
- Disbursement
- Retention

## 3. Repeat as Needed

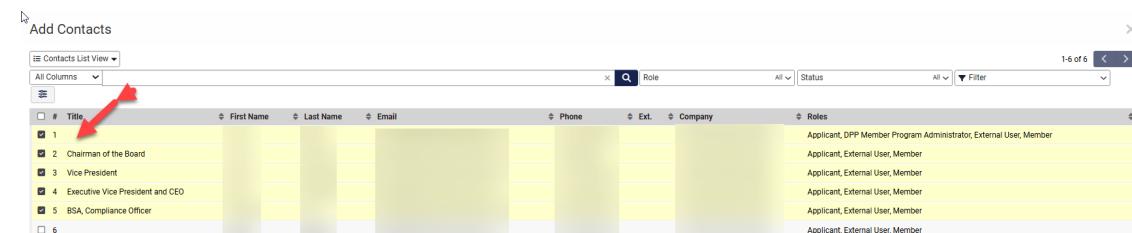
Add additional contacts and assign roles as required.

## 4. Save Contacts

Click "Add Contact" to finalize and save all selections.



The screenshot shows the 'Edit DPP Reservation' page. In the 'Reservation Member Contacts' section, there is a 'Find Contact' search bar with a '+' icon and a magnifying glass icon. A red arrow points to the '+' icon. Below the search bar is a table with columns: #, Full Name, Email, Organization, and Role. The table is currently empty and displays 'No Results Found'.



The screenshot shows the 'Add Contacts' page. It displays a list of contacts with checkboxes. A red arrow points to the checkbox for contact 1, which is labeled 'Chairman of the Board'. The table has columns: #, Title, First Name, Last Name, Email, Phone, Ext., Company, and Roles. The roles listed are: Applicant, DPP Member Program Administrator, External User, Member; Applicant, External User, Member; Applicant, External User, Member; Applicant, External User, Member; Applicant, External User, Member; and Applicant, External User, Member.



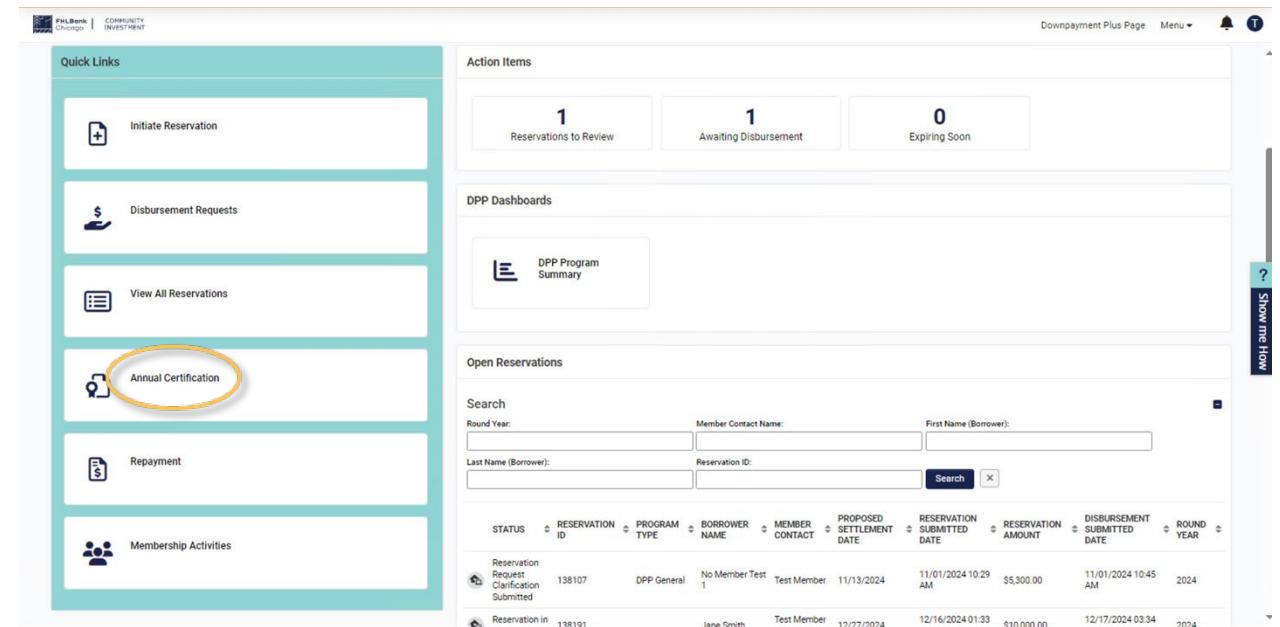
The screenshot shows a dropdown menu titled 'Role to Assign' with the value 'DPP Member Contact - Reservation'. Below the dropdown is a list of roles. A red arrow points to the 'Select' button at the bottom right of the list.

\*Please refer to the DPP Online: Guide for Members for more detailed information.

# Annual Certification: Why It Matters

- Required for continued access to DPP funds
- Must be completed by a DPP Admin
- Certification opens January 5th, 2026
- Complete the process in DPP Online
- If your institution has DPP grants in retention, annual certification is mandatory

Questions? Contact [dpp@fhlc.com](mailto:dpp@fhlc.com)



The screenshot shows the DPP Online platform interface. On the left, a sidebar titled 'Quick Links' contains several buttons: 'Initiate Reservation', 'Disbursement Requests', 'View All Reservations', 'Annual Certification' (which is circled in yellow), 'Repayment', and 'Membership Activities'. To the right, there are sections for 'Action Items' (1 Reservations to Review, 1 Awaiting Disbursement, 0 Expiring Soon), 'DPP Dashboards' (DPP Program Summary), and 'Open Reservations'. The 'Open Reservations' section includes a search bar and a table with columns: STATUS, RESERVATION ID, PROGRAM TYPE, BORROWER NAME, MEMBER CONTACT, PROPOSED SETTLEMENT DATE, RESERVATION SUBMITTED DATE, RESERVATION AMOUNT, DISBURSEMENT SUBMITTED DATE, and ROUND YEAR. Two reservation entries are listed in the table.

STATUS	RESERVATION ID	PROGRAM TYPE	BORROWER NAME	MEMBER CONTACT	PROPOSED SETTLEMENT DATE	RESERVATION SUBMITTED DATE	RESERVATION AMOUNT	DISBURSEMENT SUBMITTED DATE	ROUND YEAR
Reservation Request Classification Submitted	138107	DPP General	No Member Test 1	Test Member	11/13/2024	11/01/2024 10:29 AM	\$5,300.00	11/01/2024 10:45 AM	2024
Reservation in	138191		Jane Smith	Test Member	12/27/2024	12/16/2024 01:33	\$10,000.00	12/17/2024 03:34	2024

# Coming Soon: Website Revamp

Coming Feb. 2, 2026

The DPP Programs webpage on fhlbc.com will live under **Products & Programs > Housing and Community Development Grants** in our revamped website. Members can navigate to **DPP Online** through the "Login" button at the top of the page.

## Improved Member Experience:

- **Faster navigation** with clearer pathways to program materials
- **Mobile-friendly design** for easier access on any device
- **Improved findability** through enhanced search and structured content

The image shows two screenshots of the FHLBank Chicago website. The top screenshot displays the 'Products & Programs' section of the website. It includes a sidebar with 'Lending Products' (Advances, Community Advance, Mortgage Partnership Finance® Program, Letters of Credit, Community First Fund) and a main section for 'Housing and Community Development Grants' (Affordable Housing Program (AHP) General Fund, Downpayment Plus Program, Developer Program, Housing Counseling Resource Program). A red arrow points to the 'Downpayment Plus Program' link. The bottom screenshot shows a specific page for the 'Downpayment Plus® Programs'. It features a large title, a description of the programs, and a photograph of a group of people, including a person in a wheelchair, holding a large blue key that says 'WELCOME HOME!'. The FHLBank Chicago logo is visible in the top left of the page.

**FHLBank Chicago**

Products & Programs ▾ Impact ▾ Member Resources ▾ About Us ▾ News ▾ **Explore**

**Lending Products**

- Advances
- Community Advance
- Mortgage Partnership Finance® Program
- Letters of Credit
- Community First Fund

**Housing and Community Development Grants**

- Affordable Housing Program (AHP) General Fund
- Downpayment Plus Program**
- Developer Program
- Housing Counseling Resource Program

**FHLBank Chicago**

Products & Programs ▾ Impact ▾ Member Resources ▾ About Us ▾ News ▾ **Login** **Contact Us**

## Downpayment Plus® Programs

Downpayment Plus (DPP®) and Downpayment Plus Advantage® (DPP Advantage®) offer Federal Home Loan Bank of Chicago members easy-to-access down payment and closing cost assistance to help their income-eligible customers achieve homeownership.

**Habitat for Humanity of DuPage County**

# New Wires System: Coming in Q1 2026

## Current State

Members initiate wire transfers through eBanking then log into a separate system, requiring multiple logins and RSA token authentication.

## Future State

Wire transfers will be consolidated into the eBanking interface under a single **“Transfer Funds”** workflow, eliminating the need for RSA tokens / dual logins and reducing friction.

**UX enhancements**, including navigation improvements, consolidated dashboards, and clearer workflows for wire transfers.

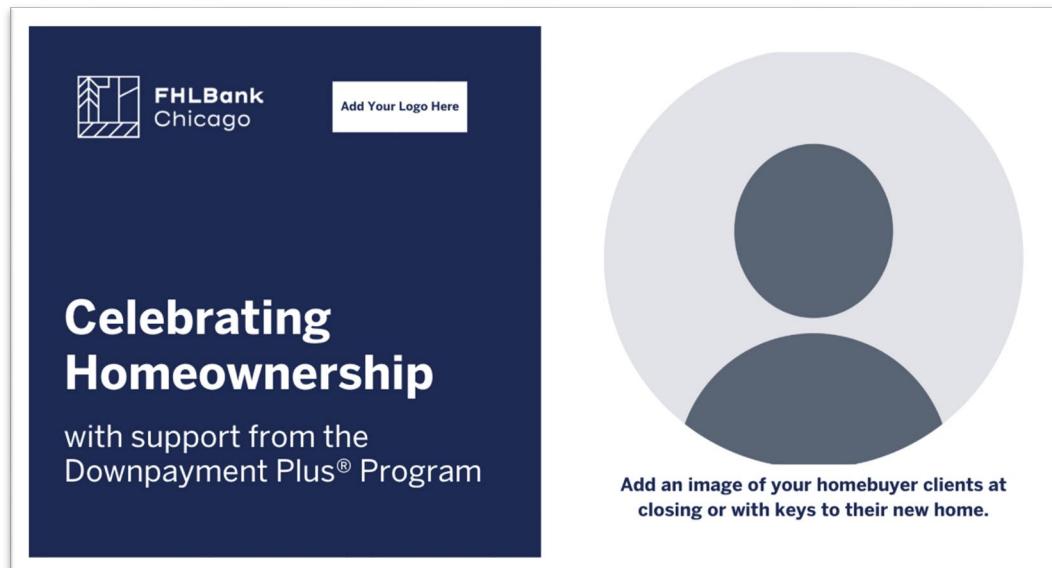
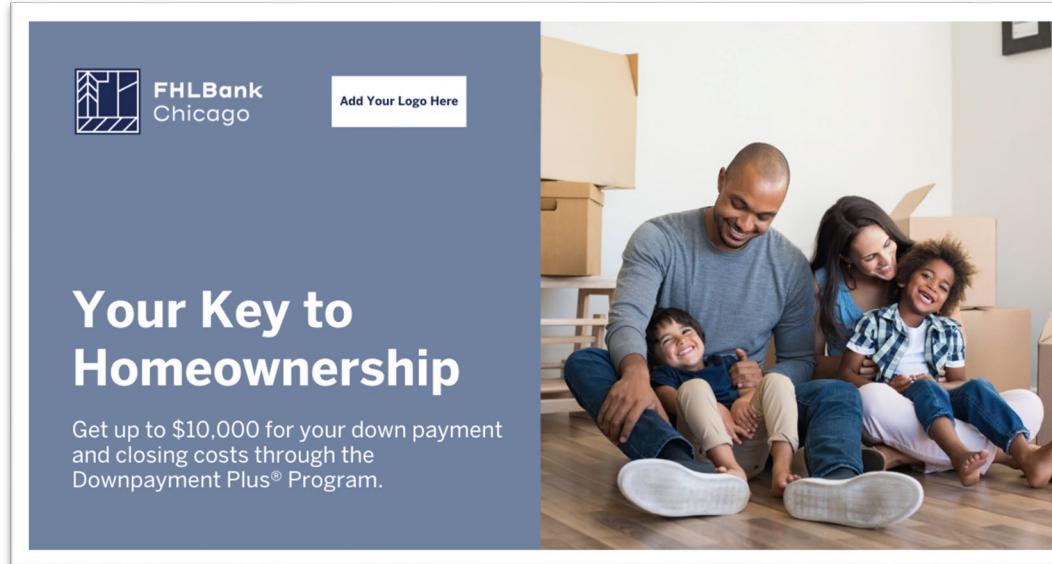
## SIMPLIFIED AUTHENTICATION AND ROLE MANAGEMENT

Members will no longer need RSA tokens for every wire authorization step. Authentication will be streamlined, and wire user roles will be consolidated, allowing a single user to manage roles across multiple organizations.

# Marketing Resources

- **Customizable Social Media Graphics and Templates –**  
Promote DPP to your customers and showcase homebuyer success stories.
- **Press Release Template –**  
Announce your DPP milestone and share the program's impact.
- **Customizable Marketing Flyers –**  
Leverage our customizable DPP Flyers for Homebuyers to share program details with potential homebuyers.

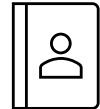
## Examples of customizable social media templates





## Resources

- [DPP Program Guide](#) | [DPP Program FAQs](#)  
*Last page links all other resources and documents*
- [DPP Online Guide](#) | [DPP Online FAQs](#)  
*Step by step instructions*
- [Income Guidelines](#)  
*Outlines our income requirements  
Find all income inclusion/exclusions*
- [DPP Video Guides](#)  
*Step by step videos on DPP processes*
- [DPP Marketing Materials](#)  
*Easy to use customizable marketing flyers  
DPP Media Kit*



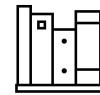
## Contact Info

### DPP

312-565-5824 *Option 1*  
[dpp@fhlbc.com](mailto:dpp@fhlbc.com)

### Member Support

855-345-2244 *Option 0*  
[membersupport@fhlbc.com](mailto:membersupport@fhlbc.com)



*All these resources and more can be found  
on our website*

**D P P P r o g r a m s**  
**Open s J a n u a r y 2 0**