

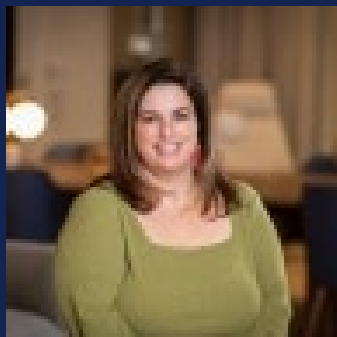


**FHLBank**  
Chicago

# Downpayment Plus Programs®

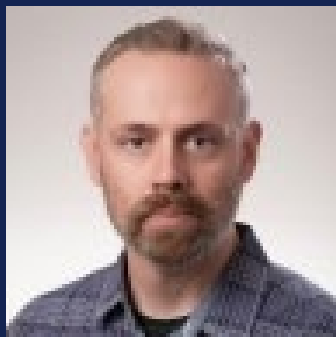
COMMUNITY INVESTMENT OPERATIONS

# 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.*

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# 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  $\leq$  **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

## DISBURSEMENT

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

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

- 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



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# 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**

# **DPP Online System Overview**

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# DPP Online Access & Roles

## DPP Admin

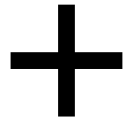
- **Complete** the Annual certification
- **Access** full DPP portfolio
- **Assign** relevant contacts
- **Initiate** reservations
- **Complete** reservations
- **Process** disbursements or repayments (if assigned as a contact)

## DPP Analyst

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

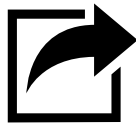
*DPP roles are assigned by your **Member Security Administrator (MSA)** in eBanking*

# 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**

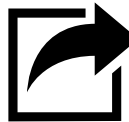
*FHLBank Chicago reviews the reservation, and you will be notified via email of the review decision*

# Disbursement Process



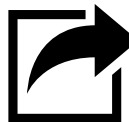
## Initiate the Disbursement and Submit to Prepare to Close

*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***



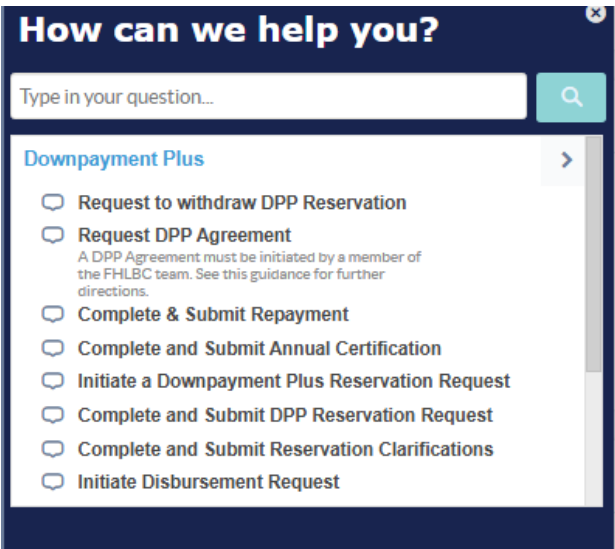
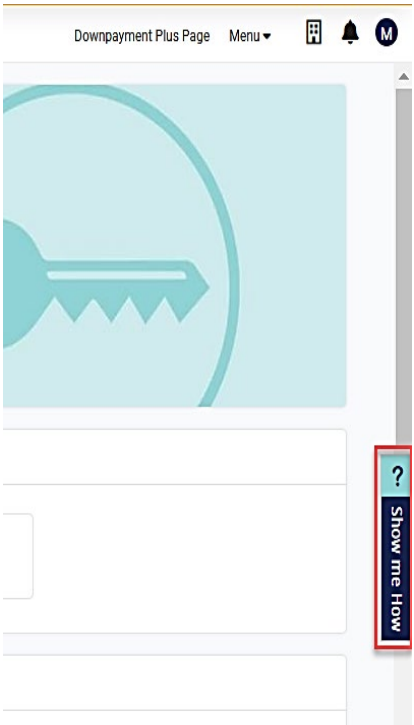
## Disbursement Under Review

*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

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

**Downpayment Plus® Program**

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.

Have questions related to the DPP programs? Please contact your Sales Director or FHLBank Chicago Community Investment at 312-565-5824 or [dpp@fhilbc.com](mailto:dpp@fhilbc.com)

[Program Details](#)

**Quick Links**

- [Initiate Reservation](#)
- [Disbursement Requests](#)
- [View All Reservations](#)
- [Annual Certification](#)

**Action Items**

Count	Description
1	Reservations to Review
32	Awaiting Disbursement
0	Expiring Soon

**DPP Dashboards**

- [DPP Program Summary](#)
- [DPP Advantage Program Summary](#)

**Open Reservations**

**Search**

Round Year: \_\_\_\_\_ Member Contact Name: \_\_\_\_\_ First Name (Borrower): \_\_\_\_\_

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

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

# Locating In Process Reservations

The screenshot displays the FHLBank Chicago Community Investment Downpayment Plus Page. The left sidebar contains 'Quick Links' such as 'Initiate Reservation', 'Disbursement Requests', 'View All Reservations', 'Annual Certification', 'Repayment', and 'Membership Activities'. The main content area includes 'Action Items' with counts for 'Reservations to Review' (0), 'Awaiting Disbursement' (131), and 'Expiring Soon' (0). Below this are 'DPP Dashboards' for 'DPP Program Summary' and 'DPP Advantage Program Summary'. The 'Open Reservations' section is highlighted with a red box and a red star, featuring a search interface and a table of reservations.

**Quick Links**

- Initiate Reservation
- Disbursement Requests
- View All Reservations
- Annual Certification
- Repayment
- Membership Activities

**Action Items**

- 0 Reservations to Review
- 131 Awaiting Disbursement
- 0 Expiring Soon

**DPP Dashboards**

- DPP Program Summary
- DPP Advantage Program Summary

**Open Reservations**

**Search**

Round Year:  Member Contact Name:  First Name (Borrower):

Last Name (Borrower):  Reservation ID:

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			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 displays the FHLBank Chicago 'Downpayment Plus Page'. The form is titled '38281' and includes a 'GENERAL' section. The 'First Time Homebuyer' field is highlighted in yellow and contains the value 'Yes'. An annotation list on the right side of the form shows a note: 'First Time Homebuyer (1) Please correct this question. Last replied by Angie Ashlow on 01/16/2025 03:26PM'. A 'Submit Clarifications' button is located at the bottom right of the form. A 'Show Me How' button is also visible next to the annotation list.

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.

Edit DPP Reservation

Program Description

DPP General

Reservation ID

143140

Reservation Member Contacts

Please follow these steps to add a new Reservation Member Contact:

- Use the binoculars icon below to lookup a Contact or type the Contact's name in the field.
- Select the role to be added to the Contact.
- You may add multiple Contacts at the same time by using the "+" icon to add more rows.
- Click the "Add Contact" button to complete the action.

Find Contact

+ Select Role

+ Add Contact

0 of 0

#	Full Name	Email	Organization	Role
No Results Found				

Add Contacts

Contacts List View

All Columns

Role

Status

Filter

1-6 of 6

#	Title	First Name	Last Name	Email	Phone	Ext.	Company	Roles
1								Applicant, DPP Member Program Administrator, External User, Member
2	Chairman of the Board							Applicant, External User, Member
3	Vice President							Applicant, External User, Member
4	Executive Vice President and CEO							Applicant, External User, Member
5	BSA, Compliance Officer							Applicant, External User, Member
6								Applicant, External User, Member

Role to Assign: DPP Member Contact - Reservation

Select

*\*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@fhlbc.com](mailto:dpp@fhlbc.com)

The screenshot displays the FHLBank Chicago DPP Online interface. On the left, a 'Quick Links' sidebar contains several options: 'Initiate Reservation', 'Disbursement Requests', 'View All Reservations', 'Annual Certification' (highlighted with a yellow circle), 'Repayment', and 'Membership Activities'. The main content area is divided into three sections. The top section, 'Action Items', shows three metrics: '1 Reservations to Review', '1 Awaiting Disbursement', and '0 Expiring Soon'. The middle section, 'DPP Dashboards', features a 'DPP Program Summary' link. The bottom section, 'Open Reservations', includes a search bar with fields for 'Round Year', 'Member Contact Name', 'First Name (Borrower)', 'Last Name (Borrower)', and 'Reservation ID'. Below the search bar is a table of reservations with columns for STATUS, RESERVATION ID, PROGRAM TYPE, BORROWER NAME, MEMBER CONTACT, PROPOSED SETTLEMENT DATE, RESERVATION SUBMITTED DATE, RESERVATION AMOUNT, DISBURSEMENT SUBMITTED DATE, and ROUND YEAR. The table contains two rows of data.

STATUS	RESERVATION ID	PROGRAM TYPE	BORROWER NAME	MEMBER CONTACT	PROPOSED SETTLEMENT DATE	RESERVATION SUBMITTED DATE	RESERVATION AMOUNT	DISBURSEMENT SUBMITTED DATE	ROUND YEAR
Reservation Request Clarification 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	138131		Jane Smith	Test Member	12/27/2024	12/16/2024 01:33	\$10,000.00	12/17/2024 03:34	2024

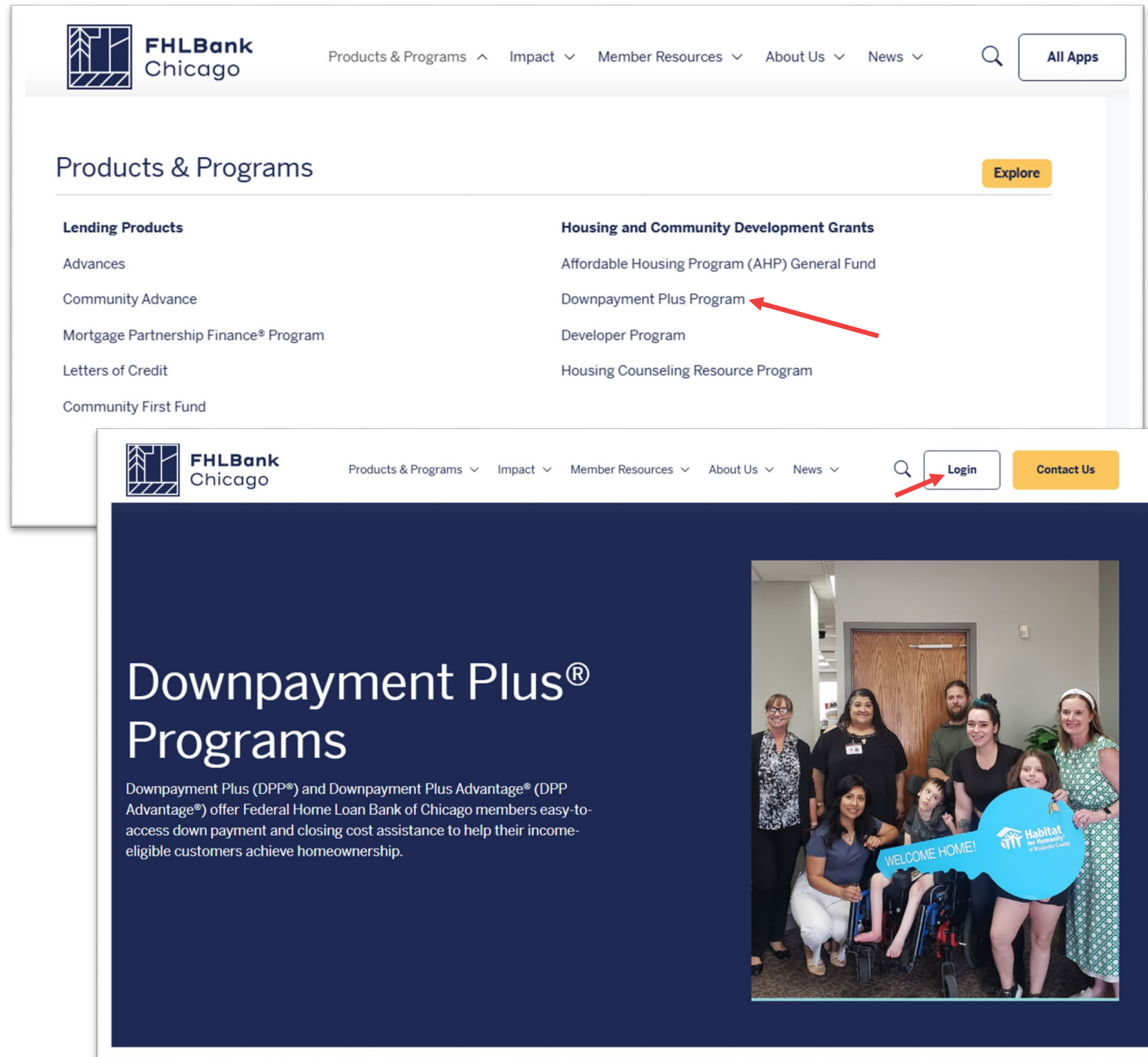
# Coming Soon: Website Revamp

*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



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# 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.

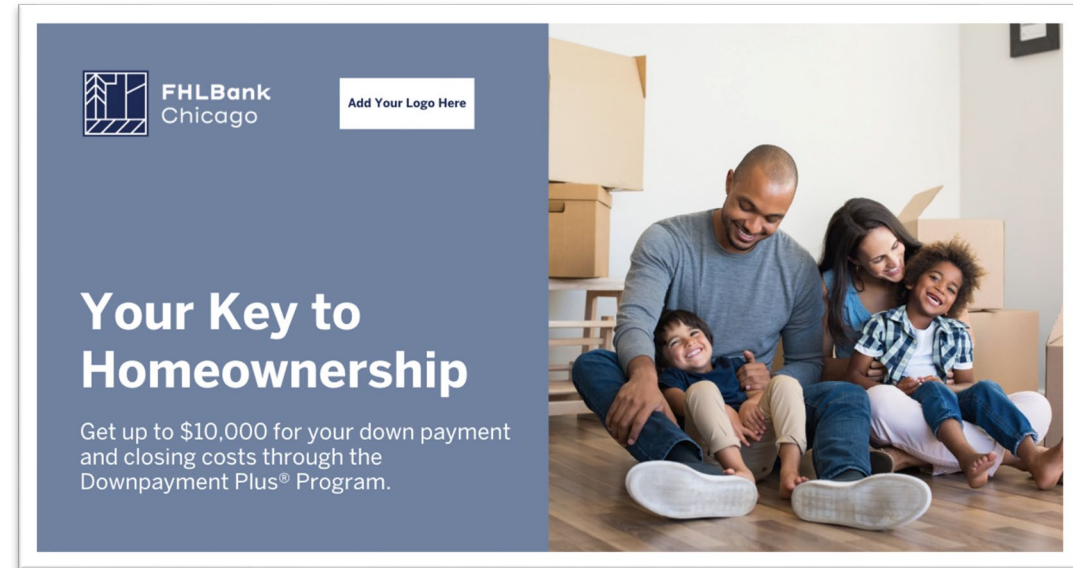
## SIMPLIFIED AUTHENTICATION AND ROLE MANAGEMENT

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.

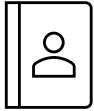
## Examples of customizable social media templates





## 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*



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

## 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)

# **DPP Programs Opens January 20**