Preliminary Application

**Crescent City Community Land Trust (CCCLT)** is a nonprofit organization that ensures permanent affordability for generations through equitable residential and commercial development, community stewardship, and housing advocacy. We develop, maintain, and steward permanently affordable for-sale homes, rental apartments, and commercial spaces in the city of New Orleans.

Community Land Trusts (CLTs) are a unique model designed to make homeownership more affordable and accessible for low- and moderate-income buyers. Crescent City Community Land Trust owns the land, so you only need to pay for the price of the house itself. Because we partner in the purchase of land and homes, buyers purchase at a lower cost -- no matter the market rates -- and we stay in partnership throughout their ownership experience, providing ongoing education in home finances and maintenance. Along the way, our homeowners build personal wealth. When the property is sold, they receive a fair return on their investment, and take this forward for their next moves, while ensuring that the home remains affordable for future buyers.

CCCLT has partnered with local non-profit Home by Hand (HbH) for our pilot Community Land Trust Homeownership Program. Home by Hand staff will assist applicants through the entire application and homebuying processes. *HbH is now accepting applications on behalf of CCCLT for our energy efficient, 2 and 3 bedroom, 2 bathroom Community Land Trust homes located in the Lower 9th Ward neighborhood of New Orleans. Total monthly mortgage payments will not exceed 25% of the buyer’s household income.

**ELIGIBILITY:**

- Applicants cannot currently own a home
- Your household income must be at or below 80% of the area median income (AMI) for Orleans Parish:

<table>
<thead>
<tr>
<th>Family Size</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Max</td>
<td>$36,750</td>
<td>$42,000</td>
<td>$47,250</td>
<td>$52,500</td>
<td>$56,700</td>
<td>$60,900</td>
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In addition, you must:

- Be able to qualify for a first mortgage with a participating lender, with a minimum 620 credit score
- Complete a 12 hour homebuyer training course at an approved agency
- Contribute a minimum of $1,000 toward the purchase of the home
- Earn a minimum of $20,000 annually
- Live in the home as your primary residence
- Have the ability to maintain the new home (i.e. pay taxes, insurances, utilities, termite contract renewal, lawn care)

*Applications should be submitted to CCCLT’s sales partner Home by Hand (HBH). See page 4 for submission information.*
Crescent City Community Land Trust Homeownership Application
*PLEASE FILL OUT COMPLETELY*

GENERAL INFORMATION

Date: ________________
Name: ________________________________________________________________
Address: ______________________________________________________________________
Phone: Cell: ____________________ Home: ________________________________
Work: ______________________________________________________________________
Email: ________________________________________________________________
Date of birth: ________________

Please list the names and ages of anyone else that will be living in the home:
1) Name: ______________________ Age: ______ Relationship: ______________________
2) Name: ______________________ Age: ______ Relationship: ______________________
3) Name: ______________________ Age: ______ Relationship: ______________________
4) Name: ______________________ Age: ______ Relationship: ______________________
5) Name: ______________________ Age: ______ Relationship: ______________________
6) Name: ______________________ Age: ______ Relationship: ______________________

How did you hear about us? ______________________________________________________
Have you ever taken a homebuyer training class? _______________________ If yes, when and where?
___________________________________________________________________________________

Are you a veteran? __________ Are you a teacher or first responder? ______________ Are you working with a realtor? ______________

HOUSEHOLD EMPLOYMENT INFORMATION

Please list the annual, gross income of each income-earning adult in the household:

Head of Household:
Name: ______________________________________________________
Employer: ______________________________________________________________________
Gross Annual Income: ____________________________
Hourly or salary: ____________________________ Years on the job: ____________________________
Frequency of pay (weekly, biweekly, twice a month): ________________________________
How many years have you been in this line of work? __________________
Are you self-employed? _________ If yes, do you have 2 years of filed tax returns? _________
Do you receive income benefits from any agency (i.e. social security, disability, pension, unemployment,
workman's compensation, retirement)? __________
Type: ____________________________ Amount: ____________________________
Type: ____________________________ Amount: ____________________________

Do you pay or receive child support or alimony? ____________________________
Monthly Amount: Receive: __________ Pay: __________
Is it court ordered? __________
Additional adult household members (if applicable):

Name: ______________________________________
Employer: ____________________________________ Gross Annual Income: __________________________
Hourly or salary: _______________________________ Years on the job: ______________
Frequency of pay (weekly, biweekly, twice a month): ________________________________
How many years have you been in this line of work? _____________________________

Are you self-employed? ____________ If yes, do you have 2 years of filed tax returns? ____________

Do you receive income benefits from any agency (i.e. social security, disability, pension, unemployment, workman's compensation, retirement)? ____________
Type: ______________________________ Amount: __________________________

Do you pay or receive child support or alimony? ___________________________
Monthly Amount: Receive: ______________ Pay: _______________________
Is it court ordered? ______________

Are you self-employed? ____________ If yes, do you have 2 years of filed tax returns? ____________

Do you receive income benefits from any agency (i.e. social security, disability, pension, unemployment, workman's compensation, retirement)? ____________
Type: ______________________________ Amount: __________________________

Do you pay or receive child support or alimony? ___________________________
Monthly Amount: Receive: ______________ Pay: _______________________
Is it court ordered? ______________

PROPERTY AND LIVING SITUATION

Are you currently living in the Lower 9th Ward? _______________________
Were you living in New Orleans at the time of Hurricane Katrina? _____________
If yes, what was your address? _____________________________________________

Have you owned a home in the last 3 years? _________________________________
If yes, what is the address? ________________________________________________
Do you still own this home? _______________________________________________

What is your current rent payment? ________________________________________
How long have you lived at your current address? ____________________________
ADDITIONAL COMMENTS (OPTIONAL):
Please use this space to tell us any additional information that was not covered in the application questions. You can include comments about your housing needs, financial status, family dynamic, or anything you feel is important to include.

ALL PRELIMINARY APPLICATIONS SHOULD BE SENT TO:
HOME BY HAND
6323 FRANKLIN AVE.
NEW ORLEANS, LA 70122

EMAIL: erica@homebyhand.org
FAX: 504-945-1283
Please call Erica or Andy at Home by Hand with any questions: 504-529-3522
Applications are also available at: www.ccclt.org/homes