

Nebraska Investment Finance Authority (NIFA)

Approved / Participating Lenders

U.S. Bank HFA Division

May 2019



Best Practices

- Lender Operation Updates (LOU) n.k.a. now as Seller Guide Updates & Bulletins
- Who to contact at U.S. Bank HFA Division
- Website: **hfa.usbank.com**
- U.S. Bank Operations/Fulfillment Center is now centralized in **Hopkins, MN**

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usbank.

HFA

Mortgage Loan Information
U.S. Bank Lending Manuals
FAQ's About HFA
Contact Us

HFA

US Bank Home Mortgage Division

This site is exclusively for U.S. Bank Home Mortgage HFA Participants.

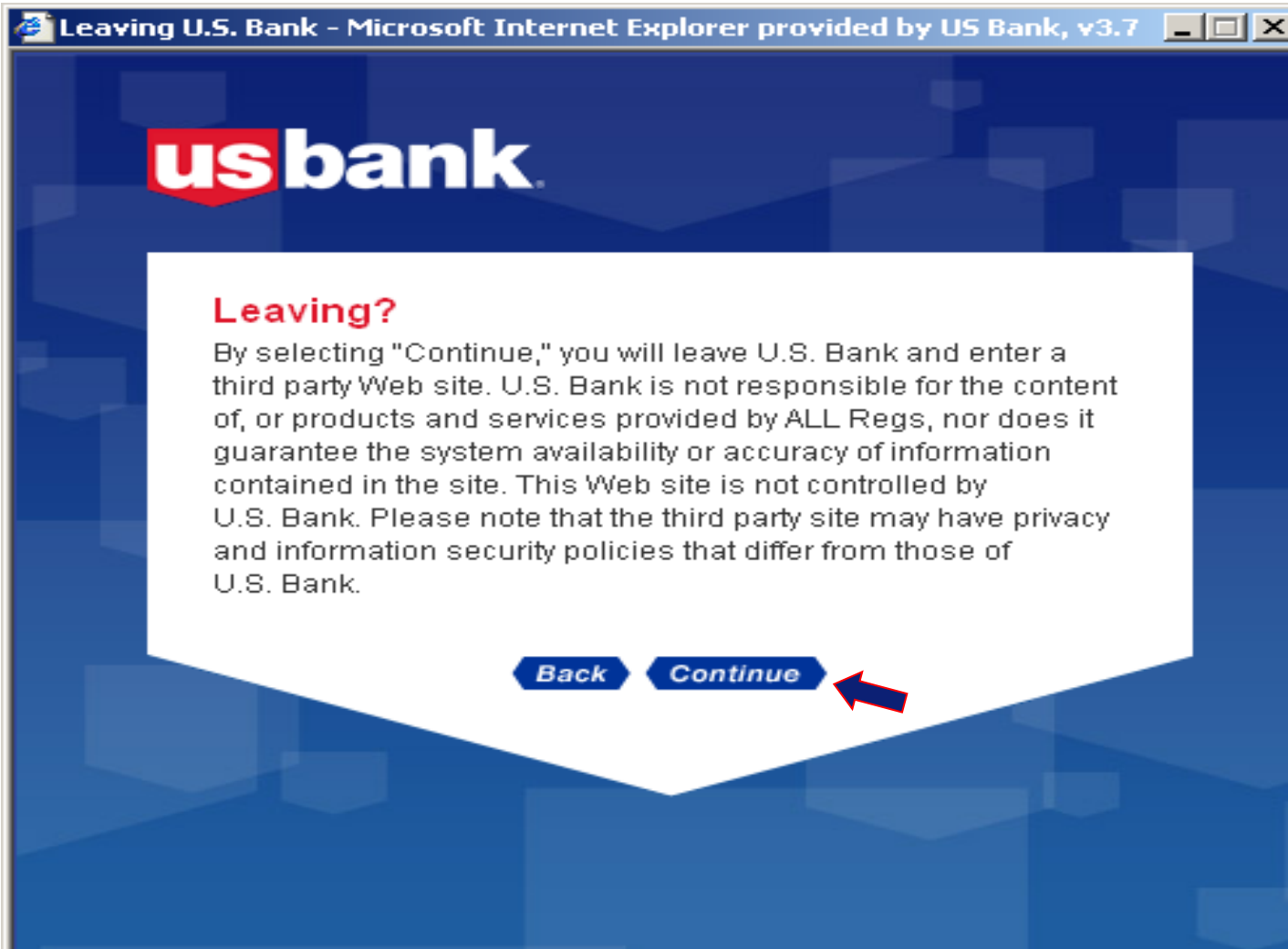
The U.S. Bank Home Mortgage HFA Division partners with various State and Local Housing Finance Agencies throughout the United States to assist them in bringing homeownership opportunities to their local constituents, which includes low to moderate income families and first-time home buyers.

This Division of U.S. Bank Home Mortgage focuses exclusively on the HFA sector of the residential mortgage community and develops customized partnerships based on the needs of each Housing Finance Agency.

This Division offers a full range of services, including Product Development, Program Administration & Facilitation, Loan Administration and various other services to the Housing Agencies and their Participating Lender community.

[Mortgage Customer Loan Information for Housing Agencies](#)
[U.S. Bank Lending Manuals](#)
[Frequently Asked Questions](#)

Access the Lending Guide



Nebraska (NIFA) HFA folder



HFA Division Lending Guide

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 - Nebraska IFA
 - Nebraska Investment Finance Authority Website
 - HFA Specific Required Documentation Checklist
 - Program Fee Schedule
 - Product Guides
 - Nebraska IFA Conventional
 - Nebraska IFA Government (Effective Date 07/01/2017)

You are viewing: Nebraska Investment Finance Authority Website

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Reference

500: Housing Finance Agency Programs
Nebraska
Nebraska IFA
Nebraska Investment Finance Authority Website

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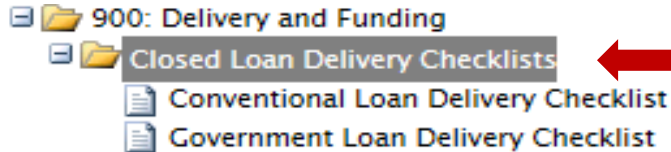
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Loan Delivery Checklists

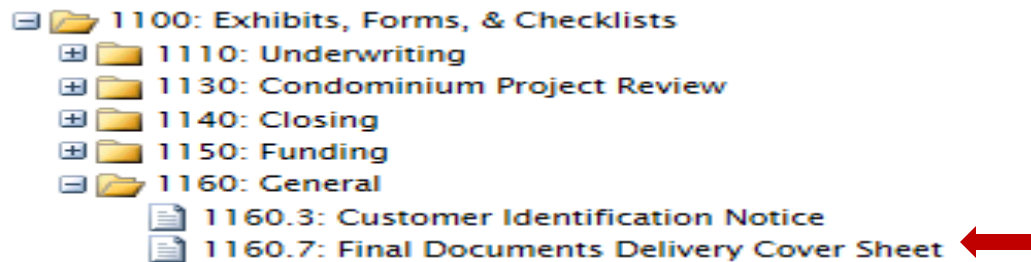
- Generic checklist (Exhibits section) of lending guide



- HFA Specific Documents page 2



- Final Documents



Always make sure you are using the most current version

NIFA Specific pg. 2 Checklist

HFA Loan Delivery Checklist HFA Specific Required Documents



Nebraska Investment Finance Authority
Loan Program

U.S. Bank Loan Number

HFA Documents Required For All Loan Types

- 1. Tax Exempt Financing Riders, per applicable loan type (forms E-1 FHA loans, E-2 VA loans, & E-3 Conventional and USDA)
 - 2. Original Second Promissory Note (Form G) (2 pages) and one copy (In the name of Nebraska Investment Finance Authority)
 - 3. Nebraska Deed of Trust (Form H) (5 pages) – (2 copies) (Nebraska Investment Finance Authority)
 - 4. Legally Enforceable Obligation Letter – (FHA only)
 - 5. Initial and Final 2nd Mortgage Loan Estimates and Closing Disclosures (MDIA Regulations apply to all 2nd mortgages)
 - 6. Initial and Final 1003 applications for the 2nd Mortgage
 - 7. Notice to Borrower (Form F) (2 pages)
 - 8. Borrower Acknowledgement Letter* (Form J) is required – (FHA only)
- All borrowers must execute Form J at closing. The amount of the HBA 2nd mortgage loan on Form J must match the amount shown on the Obligation Letter. Form J and the Obligation Letter must be included by the lender in the FHA case binder for insurance purposes. **FORM J IS ONLY NEEDED IF THERE IS A NIFA 2ND MORTGAGE**

All Conventional Loans Uniform Closing Dataset (UCD) Requirements

- 1. The Fannie Mae UCD Certificate is required

Original Notes

- Original notes must be mailed to **Hopkins, MN:**

U.S. Bank Home Mortgage
Attn: HFA Note Vault
9380 Excelsior Blvd., 5th Floor
Hopkins, MN 55343

**A copy of 1st & 2nd note should be imaged with the file submitted to U.S. Bank*

Managing Loan Deficiencies

Clearing Loan Deficiencies

- Work with your US Bank HFA dedicated deficiency specialist
- Submit deficiencies through the “thread” in Doc Velocity system

Contact for post-closing/pre-funding status requests, questions on deficiencies, pooling, and post-closing/pre-funding policies and procedures:

Phone: 800.562.5165, Option 1

Email: HFACustomerCare@usbank.com

Doc Velocity



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 - 📄 M. Final Documentation



HFA Division Lending Guide

Company Announcements

There are no announcements at this time.

Recent Updates

No recent updates.

Final Documents

Deliver final docs:

1. Ship original recorded final documents
Attention: Final Document Department

U.S. Bank Home Mortgage
Attn: HFA Final Documents
7601 Penn Avenue Suite 1A
Richfield, MN 55423

2. Email the Title Policy
documentcontrol@usbank.com

USB HFA Key Contact / Questions

➤ **Customer Care Phone # 1.800.562.5165**

• **Lender Support Help Desk**

- New lenders, program guidelines, general information or direction, USBank website tour
- Option #2
- **hfa.programs@usbank.com**

• **HFA Customer Care Team**

- Loan status, defis, documentation)
- **Option #1**
- Questions: **HFACustomerCare@usbank.com**

Thank You for your partnership!