

COLLIER COUNTY

# Neighborhood Stabilization Program Pre-Application

Housing, Human and Veteran Services  
3339 Tamiami Trail East  
Naples, Florida 34112

Phone (239) 252-4663  
[www.colliergov.net/housing](http://www.colliergov.net/housing)

Authorized by the Housing and Economic Recovery Act, of 2008, with an additional appropriation made under the Wall Street Reform and Consumer Protection Act, 2010, the Neighborhood Stabilization Program (NSP) provides funding to municipalities to purchase foreclosed and abandoned homes, make necessary repairs, and resell such properties to income-qualified persons and households.





Dear Prospective Home Buyer:

Thank you for your interest in the Collier County Neighborhood Stabilization Program (NSP). Through this program, Collier County purchases properties, renovates them, and offers them for resale to income-eligible persons and households. The homes are made available on a first-come-first-served basis and are generally located in Golden Gate City, East Naples, and Golden Gate Estates.

The first step in the application process is to gather the supporting document on the enclosed checklist. Once you have all of your documents assembled, please return the Pre-Application and all supporting documents, including the Credit Authorization Form, to our office at 3339 Tamiami Trail E, Suite 211, Naples, Florida 34112. All participants will be required to complete an eight (8) hour homebuyer education class free of charge. For more information and to register, please visit [www.collierhousing.org](http://www.collierhousing.org).

The Neighborhood Stabilization Program is available to persons and families earning not greater than 120 percent of the area median income. The current income limits, adjusted for household size, are as follows:

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons
Income Limit	\$60,840	\$69,480	\$78,120	\$86,760	\$93,720	\$100,680

The program offers participant an interest free, deferred payment loan, payable upon sale, refinance, or loss of homestead exemption. Additionally, the homes assisted through the Neighborhood Stabilization Program must remain affordable for fifteen (15) years and applicants must make a minimum down payment of three (3) percent.

Once again, thank you for your interest and please do not hesitate to call if you have questions or require additional information. Alternatively, additional information is available on our website at [www.colliergov.net/housing](http://www.colliergov.net/housing).

Sincerely-

Frank Ramsey  
Housing Manager



## COLLIER COUNTY NEIGHBORHOOD STABILIZATION PROGRAM

The Collier County Neighborhood Stabilization Program is administered by the Department of Housing, Human & Veteran Services. The program allows Collier County to purchase, renovated, and resell foreclosed and abandoned residential properties. Once renovations are complete, the homes are made available to income-qualified buyers and are generally located in Golden Gate City, East Naples, and Golden Gate Estates.

**Question 1: *How do I qualify for this program?*** Your annual household income cannot exceed 120 percent of the area median income, adjusted for household size. The following table represents the current income limits established by the US Department of Housing and Urban Development.

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons
Income Limit	\$60,840	\$69,480	\$78,120	\$86,760	\$93,720	\$100,680

**Question 2: *Where are the properties located?*** Collier County was required to purchase properties meeting specific criteria in areas approved by the US Department of Housing and Urban Development. Generally, those areas are Golden Gate City, East Naples, and Golden Gate Estates.

**Question 3: *How much money do I need for a down payment?*** All clients who purchase a home assisted through the Neighborhood Stabilization Program must have a minimum of 3 percent down payment.

**Question 4: *How does Collier County keep the purchase price affordable?*** Clients who purchase a home assisted through the Neighborhood Stabilization Program may receive a principal reduction of up to 30 percent of the home's final purchase price. Furthermore, the homes must remain affordable for 15 years.

**Question 5: *What documents do I need to apply?*** Persons interested in applying should be prepared to provide a completed NSP Pre-Application, two (2) most recent federal income tax returns, two (2) months of recent bank statement, and one (1) month recent pay stubs.

**Question 6: *How do I select a home?*** If approved for participation in the Neighborhood Stabilization Program, you will be placed on an approved client list and will provide a list of homes currently available. If one of the currently available homes meets your needs, the home will be reserved for you.

**Question 7: *What if none the available homes meets my needs?*** You will remain on the approved client list and will be provided periodic updates as new homes become available.

**Question 8: *Who do I call if I have more questions about this program?*** Collier County's Housing, Human & Veteran Services, at (239) 252-4663.

NEIGHBORHOOD STABILIZATION PROGRAM  
PRE-APPLICATION CHECKLIST

APPLICANT(S): \_\_\_\_\_

All documentation listed below is required for participation in the Neighborhood Stabilization Program.

- \_\_\_\_\_ 1) Pre-Application
- \_\_\_\_\_ 2) Credit Investigation and Verification Authorization
- \_\_\_\_\_ 3) Two (2) Month's Bank Statements
- \_\_\_\_\_ 4) Two (2) Month's Business Bank Statements
- \_\_\_\_\_ 5) One Month Recent Pay Stubs
- \_\_\_\_\_ 6) Social Security, Disability and/or Pension Statements (if applicable)
- \_\_\_\_\_ 7) Child Support and/or Alimony Court Order and Divorce Decree
- \_\_\_\_\_ 8) Two (2) Years Federal Income Tax Returns (including W-2 statements)
- \_\_\_\_\_ 9) Two (2) Years Federal Business Tax Returns, if applicable (including all schedules)
- \_\_\_\_\_ 10) Homebuyer Education Certificate of Proof of Enrollment
- \_\_\_\_\_ 11) Credit Report Check in the Amount of \$30.00 payable to "Collier County BCC"  

NOTE: If clients are not married the cost is \$30.00 per person
- \_\_\_\_\_ 12) Copy of Florida's Driver's License and Permanent Resident Card, if applicable
- \_\_\_\_\_ 13) Copy of Social Security Card for all household members

**Please note: failure to include all items detailed above will result in your application being denied and/or suspended. Incomplete applications will not be accepted and may be returned to the applicant(s).**

PRE-APPLICATION

Print clearly and provide the information requested below.

APPLICANT NAME: \_\_\_\_\_

CO-APPLICANT NAME: \_\_\_\_\_

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CURRENT ADDRESS: \_\_\_\_\_

PHONE (DAY AND EVENING): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

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HOUSEHOLD MEMBERS:      NUMBER OF ADULTS: \_\_\_\_\_

NUMBER OF MINORS: \_\_\_\_\_

MINOR(S) NAME(S):      \_\_\_\_\_      AGE: \_\_\_\_\_

   \_\_\_\_\_      AGE: \_\_\_\_\_

   \_\_\_\_\_      AGE: \_\_\_\_\_

   \_\_\_\_\_      AGE: \_\_\_\_\_

   \_\_\_\_\_      AGE: \_\_\_\_\_

   \_\_\_\_\_      AGE: \_\_\_\_\_

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APPLICANT EMPLOYER:      \_\_\_\_\_      #YRS: \_\_\_\_\_

CO-APPLICANT EMPLOYER:      \_\_\_\_\_      #YRS: \_\_\_\_\_

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APPLICANT SIGNATURE:      \_\_\_\_\_      DATE: \_\_\_\_\_

CO-APPLICANT SIGNATURE:      \_\_\_\_\_      DATE: \_\_\_\_\_

**CREDIT INVESTIGATION AND VERIFICATION AUTHORIZATION**

**TO:** Any Consumer Reporting Agency, Employer, or Lender

**FROM:** Collier County Housing, Human and Veteran Services

I/We hereby authorize Collier County Housing, Human and Veteran Services, in partnership with the Collier County Loan Consortium and the Neighborhood Stabilization Program, to obtain any and all information, including but not limited to, employment, savings and checking account history, loan history, or credit reports with respect to my/our credit worthiness, credit standings, credit capacity or other information which Collier County Housing, Human and Veteran Services may request to evaluate my/our credit history.

I/We agree that Collier County Housing, Human and Veteran Services may share any credit and property information obtained with any participating financial institution.

Note: If co-applicants are not married, two separate reports and fees shall be required.

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

PHONE (HOME/WORK): \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_

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CO-APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

PHONE (HOME/WORK): \_\_\_\_\_

CO-APPLICANT SIGNATURE: \_\_\_\_\_