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## FORTIFIED Fund Grant Programs

### 2024 Application



The Federal Home Loan Bank of Dallas's FORTIFIED Roof Grant and FORTIFIED Construction Grant programs (FORTIFIED Fund Grant programs) are solely products/programs of the Federal Home Loan Bank of Dallas. The use of the Insurance Institute for Business & Home Safety's (IBHS) FORTIFIED Roof™ and FORTIFIED™ intellectual property in connection with the FORTIFIED Fund Grant programs does not imply any affiliation or guarantee on the part of the Insurance Institute for Business & Home Safety.

## FORTIFIED Fund Grant Programs

### Overview

FHLB Dallas will provide grant funds for income qualified homeowners to replace an existing roof or upgrade the roof on a new construction home to a FORTIFIED Roof™. A FORTIFIED Roof will help homeowners keep their roof on and keep water out during hurricanes, high winds, hail and severe thunderstorms.

### Use of Funds

Each eligible household may receive up to \$15,000 for roof replacement through the FORTIFIED Roof Grant or up to \$7,500 towards a FORTIFIED Roof through the FORTIFIED Construction Grant. The property must be located within FHLB Dallas' District of Arkansas, Louisiana, Mississippi, New Mexico or Texas. In both cases, the FORTIFIED Fund Grant programs will pay for the actual cost of the FORTIFIED Roof plus any allowable intermediary and evaluator fees not to exceed the aforementioned amounts.

An intermediary may not submit (via one or more members) more than \$750,000 in total FORTIFIED Fund grant requests per year. The intermediary cap may be waived if funding for the program remains after August 31.

### Program Requirements

- Households must have a family income of 120% percent or less of the median income for the area. To calculate the median income ratio (%) divide the applicant's annual income by the adjusted median income (the median income adjusted for family size). The current median income guidelines and instructions can be obtained through our website ([fhlb.com/community-programs/fortifiedfund](http://fhlb.com/community-programs/fortifiedfund)) or by contacting the Bank at 800.362.2944. Income documentation must be dated within 3 months prior to the income qualification date.
- For existing homes, the following is required:
  - A signed FORTIFIED Roof estimate from a roofer.
  - A FORTIFIED Roof evaluation from a certified evaluator. The evaluator will perform an initial review of the current condition of the home and provide documentation of the steps needed to complete a FORTIFIED Roof. Some of the most common examples of property ineligibility for a FORTIFIED Roof designation is if the home rests on an unreinforced foundation (stacked stone, block or piers) or lacks an adequate connection between the home and the foundation.
- For new homes, the following is required:
  - An identified FORTIFIED Roof evaluator along with the cost of their evaluation.
- FORTIFIED Fund Grants may be used by the member to pay intermediary and evaluator fees. The intermediary fee may not exceed 10% of the FORTIFIED Roof Grant portion of the roof cost. An intermediary fee is not allowed on new homes.
- The roof replacement and certification must be completed within 90 days of committed funds. The roof construction and certification must be completed within 180 days of committed funds.
- For funds to be disbursed on replacement roofs, a FORTIFIED Roof certification for the home will be required along with the final invoice of the FORTIFIED Roof. For funds to be disbursed on a new home, a FORTIFIED Roof certification for the home will be required along with an executed final closing disclosure noting the homebuyer and the home address for which the FORTIFIED Construction Grant was committed. Unless the new home is being reconstructed without a mortgage, then proof of homeownership will be required.
- Households may not receive any cash back from the FORTIFIED Fund Grant programs.
- The assisted property must be located within the Bank's district of Arkansas, Louisiana, Mississippi, New Mexico, or Texas.



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## FORTIFIED Fund Grant Programs Questions and Answers

### **Q. How can not-for-profits and other organizations be involved with the FORTIFIED Fund Grant Programs?**

A. The FORTIFIED Fund Grant programs allow for the involvement of an intermediary organization working in conjunction with an FHLB Dallas member.

### **Q. How do I learn more about the FORTIFIED building process and find a certified evaluator?**

A. Please visit [fortifiedhome.org](http://fortifiedhome.org) for information regarding FORTIFIED Roofs or visit [ibhs.my.site.com/s/find-a-provider](http://ibhs.my.site.com/s/find-a-provider) to find a certified FORTIFIED evaluator near you. To speak with someone about the FORTIFIED building process, please contact Smart Home America at 855.742.7233.

### **Q. Why is a FORTIFIED Roof evaluation for a replacement roof required?**

A. The initial pre-construction evaluation is necessary to ensure that the home is structurally able to replace the existing roof with a FORTIFIED Roof and provide documentation of the steps needed to complete a FORTIFIED Roof. This helps mitigate the risk of fraud and help protect both the homeowner and the member from claims of incomplete or defective workmanship.

### **Q. Does the home need to meet any eligibility requirements or can any home qualify for a FORTIFIED Roof?**

A. Most homes can meet the requirements for a FORTIFIED Roof, but there are three conditions that would make a single family home ineligible for a FORTIFIED Roof designation:

1. Homes that have continuous roof sheathing that is less than 7/16 inches thick are ineligible unless the roof sheathing is replaced.
2. Homes that have roof decking that is "gapped" - meaning the decking has more than 1/8 inch of space in between each piece - are ineligible unless the roof sheathing is overlaid with continuous 7/16 inch decking or the gapped decking is removed and replaced.
3. A home resting on an unreinforced foundation (stacked stone, block or piers) or that lacks an adequate connection between the home and foundation is also ineligible. This includes HUD homes that are tied down with screw-in anchors or a set of straps that allow movement of more than 1/8 inch.

For more information about home eligibility, please see the FORTIFIED Eligibility Checklist [here](#).

### **B. Why does the Bank require documentation before committing funds?**

A. In order to determine that homeowners are eligible for the FORTIFIED Fund Grant Programs and to reduce the potential for recapture of funds from our members, we require documentation supporting that a FORTIFIED Roof can be placed on the home from a roofer and independent verification of income on each prospective FORTIFIED recipient.

### **Q. Why are FORTIFIED Fund Grants not released prior to completion and certification?**

A. To reduce the potential for recapture of funds from our members, we require for replacement roofs that the roof be completed and a certificate of the FORTIFIED Roof designation obtained prior to releasing the funds. We require that for new homes, the certificate of the FORTIFIED Roof designation is obtained and the qualifying homebuyer has closed on their home.

**Q. Can a homeowner receive cash-back related to the FORTIFIED Fund Grant?**

A. No. This is strictly prohibited and may result in the recapture of the subsidy.

**Q. Are you concerned with the date of the income documentation?**

A. Some income documentation, such as paychecks and verification of employment letters, must be dated within 3 months prior to the date the member determined the household was income qualified. Please refer to the Verification of Income form in this Funding Manual to determine acceptable income documentation.

**Q. How is annual household income determined?**

A. There are several acceptable methods of calculating income depending upon the source of the income and the income documentation. For wage earners, the preferred method is a calculation of annualized income utilizing the Income Calculation Tool that is available on our website under Helpful Resources. Please contact our office if you have questions regarding the determination/calculation of income.

**Q. How is the household size determined?**

A. Any individual who is permanently residing in the household at the time of income qualification must be included and listed on the Household Income Certification, along with his or her income, if applicable. Non-wage income of minors (such as social security or disability) must be included. A pregnant woman is counted as two within the household size.

**Q. Can FORTIFIED Fund Grants be combined with any other approved Affordable Housing Program (AHP) funds (General Fund and any Targeted Funds and Homeownership Set-Aside Programs) awarded by any Federal Home Loan Bank?**

A. Yes. They can as long as the costs are not paid by any other source and the use of funds do not overlap.

**Q. How will I know if my application for a commitment has been approved?**

A. Upon approval, an email will be sent to the member contact listed on the "Request for Commitment of Funds" form.

**Q. Once the final documentation has been sent in, how will I know that the funds have been disbursed?**

A. Upon approval, an email will be sent to the member contact listed on the "Request for Commitment of Funds" form.

**Q. How will the member institution receive funding after a request for funds has been approved?**

A. We will credit the member's DDA with FHLB Dallas in the amount approved. Upon receipt, the member serves as the gatekeeper of the FORTIFIED Fund Grants and oversees the disbursement of the funds to the applicable roofing contractor, evaluator, and intermediary.

# FORTIFIED Fund Grant Programs Request for Commitment of Funds

Date: \_\_\_\_\_

Member: \_\_\_\_\_

FHFA ID#: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Replacement Roof: \_\_\_\_\_ New Home: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Grant Amt Requested: \$ \_\_\_\_\_

Property address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

County: \_\_\_\_\_ Household Size: \_\_\_\_\_

Date Income Qualified: \_\_\_\_\_ Median Income Ratio (%): \_\_\_\_\_

Intermediary Name: \_\_\_\_\_ Amount Requested to Date: \$ \_\_\_\_\_

**Please provide the following documents with this completed Request for Commitment of Funds:**

- Member Certification
- Household Income Certification Form
- Documents to verify income (please refer to the Verification of Income form in this Funding Manual to determine what documents to submit)
- Income Calculation Worksheet
- Sources and Uses of Funds
- Pass-Through Documentation (please refer to Pass-Through Documentation form in this Funding Manual to determine what documents to submit).
- Proof of homeownership

**Submit the completed and signed Application with supporting documents to:**

[FortifiedFund@fhfb.com](mailto:FortifiedFund@fhfb.com)

*Please allow 5-7 business days to review and process your commitment request.*



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## FORTIFIED Fund Grant Programs Member Certification

Member Name: \_\_\_\_\_ FHFA ID#: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ (“Applicant”)

Member hereby attests that proper due diligence has been performed to ensure:

- 1) The FORTIFIED Fund Grant requested is for a FORTIFIED Roof estimated by a roofer.
- 2) The cost associated with the FORTIFIED Roof is reasonable and customary based upon the location of the home and the scope of the proposed work.
- 3) This is the applicant’s primary residence.
- 4) The evaluator is FORTIFIED certified.
- 5) The evaluation states that the home is eligible for a FORTIFIED Roof and documents the steps needed to complete.

Member hereby certifies that if Member is providing mortgage or other financing in connection with the project to the Homeowner, the rate of interest, points, fees and any other charges will not exceed a reasonable market rate of interest, points, fees, and other charges for a loan of similar maturity, terms and risk.

The Federal Home Loan Bank of Dallas (“the Bank”) in its sole discretion will determine whether to award a FORTIFIED Fund Grant to a member institution. Nothing contained in the FORTIFIED Fund Grant Programs Application will be construed as an agreement or commitment on the part of the Bank to award a FORTIFIED Fund Grant. The Bank in its sole discretion will determine whether the member institution has satisfactorily completed the FORTIFIED Fund Grant Program requirements. After evaluation by the Bank, the amount of the FORTIFIED Fund Grant may be reduced solely at its sole discretion.

The undersigned certifies that the information presented in this Request for Commitment of Funds for the FORTIFIED Fund Grant is true and accurate to the best of my knowledge and belief after reasonable inquiry. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the denial or recapture of the FORTIFIED Fund Grant.

Member’s Signature: \_\_\_\_\_

Name:

Title:

Date:



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## FORTIFIED Fund Grant Programs Household Income Certification Form

The Bank will use the information in this form to verify the income eligibility of each household. Please refer to the Guidelines for Determining Income Eligibility included as Attachment G to the Bank's Affordable Housing Program Implementation Plan when completing this form.

Member Data		
Name of Member:		
FHFA ID#:		Date: <span style="border-bottom: 1px solid black;"></span> / <span style="border-bottom: 1px solid black;"></span> / <span style="border-bottom: 1px solid black;"></span>

Part I. Household Composition				
Household Member #	Name	Relationship to Head of Household	Age	F/T/ Student (Y or N)
1		HEAD		
2				
3				
4				
5				
6				
7				
8				

Part II. Gross Annual Income (Use Annual Amounts)						
Household Member #	(A) Employment or Wages	(B) Social Security/ Pensions	(C) Income From Assets	(D) Payments in Lieu	(E) Alimony/ Child Support	(F) Other Income
1						
2						
3						
4						
5						
6						
7						
8						
Totals	\$	\$	\$	\$	\$	\$
Add totals from (A) through (F) above					Total Income	\$

- A) Employment or Wages: enter the full amount (before any payroll deductions) of all wages and salaries, overtime pay, commissions, fees, tips and bonuses and other compensation for personal services. This amount should include all regular pay, special pay and allowances of a member of the Armed Forces. This amount should include any income from operation of a business or profession.
- B) Social Security/Pensions: enter the full amount (before any medical, etc. deductions) of gross periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts, including a lump sum payment for the delayed start of a periodic payment.
- C) Income from Assets: enter the full amount of interest, dividends and other net income of any kind from real or personal property. (If combined asset(s) are less than \$5,000, report actual income from the asset(s). If combined asset(s) are greater than \$5,000, report the greater of income from the asset(s) or .50% of the total asset(s).)
- D) Payments in Lieu: enter the full amount of any payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation, severance pay and welfare assistance payments.
- E) Alimony/Child Support: enter the full amount of any alimony and child support payments, if received regularly.
- F) Other Income: enter the full amount of any other income not covered by categories (A) - (E) above and not excluded from income under the Guidelines for Determining Income Eligibility included as Attachment G to the Bank's Affordable Housing Program Implementation Plan. Provide an explanation below:

## FORTIFIED Fund Grant Programs Verification of Income

The Bank must validate the annual household income to ensure the income eligibility compliance of applicants. Please refer to the Guidelines for Determining Income Eligibility included as Attachment G to the Bank's Affordable Housing Program Implementation Plan.

- 1) We will accept the following types of documentation for verification of household income:
  - Payroll earning statements reflecting YTD gross earnings as of an applicable payroll date (must include person's name for verification and must be dated within three months prior to the date the household was income qualified by the member to participate in the FORTIFIED Fund Grant Programs)
  - Completed and properly executed verification of employment letters (must include person's name for verification and must be dated within three months prior to the date the household was income qualified by the member to participate in the FORTIFIED Fund Grant Programs)
  - Most recent Social Security Benefit Letters and/or Social Security Supplemental Income (SSI) notices
  - Completed and signed most recent **2 years'** U. S. Individual Income Tax Returns (i.e., Internal Revenue Service 1040 Forms) for the most recent year; to use this documentation method, the applicant must be self-employed or a seasonal worker.
  - Year-End Wage and Tax Statements (i.e., Internal Revenue Service W-2 Forms) for the most recent year; to use this documentation method, the household must be income qualified within the first 3 months of the year, or the applicant must be a seasonal worker.
  - Financial statements verifying payments currently received from annuities, pensions, insurance policies, etc.
  - Financial statements verifying stock portfolio earnings, dividends, and other interest income
  - Current letters or case management forms from public assistance agencies
  - Current approved HUD Section 8 certificates
  - State housing agency (e.g., Department of Community Affairs) verifications of income
  - Court orders verifying alimony awards and/or child support payments
- 2) The Bank reserves the right to request more recent income documentation if applicable. The Bank generally does not accept multiyear averages of income, except that if all or a portion of an individual's income is derived from operation of a business or profession the Bank will review and average such income over at least a two-year period.
- 3) For Self-Employment income, if the two-year average yields a negative number, the income for self-employment earnings should be reflected as \$0. Any losses from self-employment should **not** be deducted from any regular wages earned, if applicable.
- 4) The Bank does not include food stamps as part of income. Please refer to the Guidelines for Determining Income Eligibility included as Attachment G to the Bank's Affordable Housing Program Implementation Plan for other items that are not included as income.
- 5) Please include all income for each permanent household occupant including any applicable non-wage income for minors (such as social security or disability benefits). If a household member is 18 years of age or older and has no income, a signed "Certification of Zero Income" is required.
- 6) To ensure that we calculate a correct annualized income, please provide the start and termination dates if the applicant has held more than one job during the year. Also please advise of any employment gaps if employment does not cover an entire 12-month period.





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# FORTIFIED Fund Grant Programs Income Calculation Worksheet

(Please Show Calculation)

Date: \_\_\_\_\_ FHFA ID#: \_\_\_\_\_

Name of Member: \_\_\_\_\_

Please attach verification of income from each of the applicable categories of documents below. For each category of documents, show how the portion of the Applicant’s income derived from those documents was calculated. For any documents that do not show an entire year’s worth of income, an Income Calculation Tool is available on the Bank’s website under the FORTIFIED Fund Grant Programs Application to assist you with this calculation.

**Applicant’s Name:** \_\_\_\_\_

Using a completed and signed U.S. Individual Income Tax Return or Year-End Wage and Tax Statements (i.e., Internal Revenue Service 1040 Forms and W-2 Forms); to use this, the household must be income qualified by the member within the first 3 months of the year, or the applicant must be self-employed or a seasonal worker:

Using a Verification of Employment Form (VOE) (must be signed and dated by Employer, include applicant’s name or verification and must be dated within 3 months prior to the date the household was income qualified by the member to participate in the FORTIFIED Fund Grant Programs):

Using a pay stub from the applicant (please verify that name is printed on stub; must be dated within three months prior to the date the household was income qualified by the member to participate in the FORTIFIED Fund Grant Programs):

Using Veterans Affairs Benefit or Entitlement letters:

Using Social Security Supplemental Income notices:

Using financial statements verifying payments received from annuities, pensions, insurance policies, etc.:

Using financial statements verifying stock portfolio earnings, dividends, and other interest income:

Using letters or case management forms from public assistance agencies:

Using approved HUD Section 8 certificates:

Using state housing agency (e.g., Department of Community Affairs) verifications of income:

Using court orders verifying alimony awards and child support payments:

Using Other Income Documentation (please describe):

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## Certification of Zero Income

(To only be completed by household members 18 years of age or older, when applicable)

Name of household occupant declaring no income: \_\_\_\_\_

Property address: \_\_\_\_\_  
*Street City State ZIP*

1. I hereby certify that I do not individually receive income from any of the following sources:
  - a) Wages from employment (including commissions, tips, bonuses, fees, etc.);
  - b) Income from operation of a business;
  - c) Rental income from real or personal property;
  - d) Interest or dividends from assets;
  - e) Social Security payments, annuities, insurance policies, retirement funds, pensions, or death benefits;
  - f) Unemployment or disability payments;
  - g) Public assistance payments;
  - h) Periodic allowances such as alimony, child support, or gifts received from persons not living in my household;
  - i) Sales/receipts from self-employed or contract resources (Uber, LYFT, Mary Kay, etc.);
  - j) Any other source not named above.
  
2. I currently have no income of any kind and there is no imminent change expected in my financial status or employment status during the next 12 months.
  
3. I will be using the following sources of funds to pay for my necessities:

\_\_\_\_\_

Under penalty of perjury, I certify that the information presented in this certification is true and accurate to the best of my knowledge. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud.

_____ Signature of Declaring Housing Occupant	_____ Printed Name	_____ Date
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## FORTIFIED Fund Grant Programs Sources and Uses of Funds

The "Sources of Funds" and "Uses of Funds" page must be completed and submitted with each Request for Disbursement of Funds. The Total Sources of Funds must match the Total Uses of Funds.

### Sources of Funds Table

- 1) Indicate all sources of funds being used for the FORTIFIED Roof project. For new homes, this is just for the roof portion of the home.

### Uses of Funds Table

- 1) Indicate how each funding source from the Sources of Funds Table will be allocated. Fill out the appropriate column with the amounts.
- 2) Intermediary organizations that help applicants through the process of replacing an existing roof with a FORTIFIED Roof may be eligible to receive an intermediary fee as part of the FORTIFIED Roof Grant. Calculate the intermediary fee to confirm it does not exceed 10% of the FORTIFIED Roof Grant portion of the roof cost.
- 3) If the Intermediary is also the certified evaluator, the combined intermediary and evaluator fees cannot exceed \$1,500.



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## FORTIFIED Fund Grant Programs Sources and Uses of Funds

Date:

FHFA ID#:

Name of Member:

### Sources of Funds

Name of Source of Funds	Amount (\$)
FHLB FORTIFIED Fund Roof/Construction Grant	

**TOTAL Sources of Funds**

### Uses of Funds

Uses of Funds	FORTIFIED Fund Grant (\$)	Other Funding Sources (\$)	TOTAL (\$)
Roof Cost			
Evaluator Fee			
Intermediary Fee			
<b>TOTAL COST</b>			

The Intermediary Fee may not exceed 10% of the FORTIFIED Fund Grant portion of the roof cost.  
If the Intermediary is also the certified evaluator, the combined intermediary and evaluator fees cannot exceed \$1,500.  
An Intermediary Fee is not allowed on New Homes.

/	=	%
Intermediary Fee (automatically populates)	FORTIFIED Fund Grant Roof Cost (automatically populates)	Please enter the %

## FORTIFIED Construction Grant Pass-Through Documentation

The Bank requires evidence of the FORTIFIED Construction Grant passing through from the member for the benefit of the household, to the new FORTIFIED Roof. Pass-through is documented by the following:

Items required at time of commitment request submission (along with completed Application):

- An identified FORTIFIED Roof evaluator along with the cost of their evaluation.
- Proof of homeownership, if the home is being reconstructed without a mortgage

Within 180 days of commitment of the FORTIFIED Construction Grant funds, the Bank requires the following:

- FORTIFIED Roof Certification - this should include the address of the home.
- Final Executed Closing Disclosure, if applicable - the homebuyer and address should match that which was submitted in the Application.

**Upon receipt and approval of the final documents, the FORTIFIED Construction Grant will be disbursed to the Member.** Failure to provide the above in the required time frame may result in the delay of future commitments.

## FORTIFIED Roof Grant Inspection & Pass-Through Documentation

The Bank requires evidence of the FORTIFIED Roof Grant passing through from the member for the benefit of the household, to the FORTIFIED Roof replacement. Pass-through is documented by the following:

Items required at time of commitment request submission (along with completed Application):

- Signed and fully executed **Roof Repair Estimate** (form in Funding Manual). **This form is required.** Separate cost estimates outside of the funding manual will not be accepted.
- Pre-Construction Evaluation Affidavit or Evaluation Report – must be completed by a certified evaluator. The evaluator will perform an initial review of the current condition of the home and provide documentation of the steps needed to complete a FORTIFIED Roof. The evaluation report must note that the home is eligible for a FORTIFIED Roof.
- Proof of Homeownership (form in Funding Manual)

Within 90 days of commitment of the FORTIFIED Roof Grant, the Bank requires the following:

- FORTIFIED Roof Certification - this should include the address of the home.
- Final Invoice - this should include the address of the home and support the roof cost detailed in the Application.

**Upon receipt and approval of the final documents, the FORTIFIED Fund Roof Grant will be disbursed to the Member.**

Failure to provide the above in the required time frame may result in the delay of future commitments.



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## FORTIFIED Roof Grant Roof Repair Estimate

Date: \_\_\_\_\_ Business Name: \_\_\_\_\_  
 Homeowner: \_\_\_\_\_ Roofer Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Bid Expiration Date: \_\_\_\_\_ Address: \_\_\_\_\_

Roof Item	Units #	Material Cost	Labor Cost
-----------	---------	---------------	------------

Signature of Roofer: \_\_\_\_\_ Total: \_\_\_\_\_

Homeowner hereby acknowledges and agrees that 1) homeowner has reviewed the Home Repair Estimate and understands the work to be performed, and 2) upon signing below, homeowner may no longer request changes of the work to be performed by the roofer. Any change in the scope of the proposed work, any change in the designated roofer as initially presented, and/or any change in sources and uses of funds must be approved by the Federal Home Loan Bank of Dallas prior to any related work being started. Justification outlining and supporting the need for the changes is required and must be submitted by the member. Homeowner accepts the amount stated above.

Signature of Homeowner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Member: \_\_\_\_\_ Date: \_\_\_\_\_

## FORTIFIED Roof Grant Pre-Construction Evaluation Affidavit

To qualify for the FHLB Dallas FORTIFIED Roof grant, a FORTIFIED Evaluator must perform an initial review of the home's current condition and provide documentation of the steps needed to complete the roof. This affidavit may be submitted to satisfy the documentation requirements. Any affidavit work is subject to an audit for verification.

RE: Property Address \_\_\_\_\_

I (name) \_\_\_\_\_, certified as a FORTIFIED Evaluator™, ID# \_\_\_\_\_ on or about (date) \_\_\_\_\_, did personally inspect the property listed above utilizing the [Eligibility Checklist for FORTIFIED Home™ Designations](#). Based upon these criteria I have determined the above listed property is:

\_\_\_\_\_ (initials) eligible to be designated to the FORTIFIED Roof™ level

\_\_\_\_\_ (initials) not eligible to be designated to the FORTIFIED Roof™ level

The cost to perform the evaluation services is \$ \_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## FORTIFIED Fund Proof of Homeownership

Please include one of the following documents as evidence of homeownership with each submission. The name(s) on the provided document should match the name(s) of at least one permanent resident of the household as listed on the Household Income Certification Form.

### Acceptable Documents for Proof of Homeownership

- Property tax receipt or bill
- Deed or Official Record
- Home purchase contracts (e.g. Bill of Sale, Bond for Title, Land Installment Contract, etc.)
- Certificate or title for a mobile home
- Other documentation not included in this list are subject to approval by FHLB Dallas

**\*If proof of homeownership cannot be provided, the request will be considered ineligible for FORTIFIED funds\***



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**Federal Home Loan Bank of Dallas**

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