



NOTE: Please Submit a check payable to RurAL CAP for \$47.10 for the Applicant and \$47.10 for the Co-Applicant or total \$94.10. Cash will not be accepted. Revision Date: 12/22/25

RurAL CAP

Rural Alaska Community Action Program, Inc.

PRE-SCREENING APPLICATION FORM

Rural Alaska Community Action Program, Inc. (NMLS #396638)

Mutual Self-Help Housing Program

130 East Redoubt Avenue Soldotna, AK 99669

Phone: 907-260-3451 FAX: 907-260-3452



Date of Application _____

Applicant

Co-Applicant

Full Name: _____

Full Name _____

Social Security Number: _____

Social Security Number: _____

Date of Birth: _____

Date of Birth: _____

Mailing Address: _____

Mailing Address: _____

Physical Address: _____

Physical Address: _____

E-mail Address: _____

E-mail Address: _____

Home Phone _____ Work Phone _____

Home Phone _____ Work Phone _____

Cell Phone _____

Cell Phone _____

Best Time/Way to contact you: _____

Best Time/Way to contact you: _____

List ALL individuals who will be living in the home and their ages (*please include applicant and co-applicant*)

ALL household members that are not the Applicant or Co-Applicant and are 18 or older MUST complete page 8.

Name	Date of Birth	Age	Relationship (spouse, son, daughter, etc.)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Employment/Income Information

Applicant

Employer: _____

Job Title: _____

Date of Hire: _____

How long have you worked in this profession? _____

Gross Monthly Income (before taxes): _____

Hourly wage _____ hours worked per week _____

If employed less than 2 years, please show past employment
For two full years including dates employed:

Do you receive a PFD? _____

Do you receive other income (include APA, SSI, SSDI,
Native Dividends, Senior Benefits, Retirement Income)?

Monthly Amount Received: _____

Do you receive food stamps (SNAP)? If yes, how much?

What is your marital status?

- Married
 Separated
 Unmarried (Includes single, divorced, widowed)

Do you have prior marriages? _____

Do you have a final dissolution/divorce decree? _____

Do you pay Child Support? If yes, how much?

Do you currently have a pending court case? _____

If yes, please explain (child custody, divorce, etc.)

Co-Applicant

Employer: _____

Job Title: _____

Date of Hire: _____

How long have you worked in this profession? _____

Gross Monthly Income (before taxes): _____

Hourly wage _____ hours worked per week _____

If employed less than 2 years, please show past employment
For two full years including dates employed:

Do you receive a PFD? _____

Do you receive other income (include APA, SSI, SSDI,
Native Dividends, Senior Benefits, Retirement Income)?

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What is your marital status?

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 Unmarried (Includes single, divorced, widowed)

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Do you have a final dissolution/divorce decree? _____

Do you pay Child Support? If yes, how much?

Do you currently have a pending court case? _____

If yes, please explain (child custody, divorce, etc.)

Do you pay out of pocket for child care? If yes, who is your Provider and how much do you pay per month?

Do you pay out of pocket of child care? If yes, who is your Provider and how much do you pay per month?

Assessment of Commitment

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Do you have reliable transportation available to get to and from the building site? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you physically able to do light construction work? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are you able to provide consistent child care for your children? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Can you realistically work a minimum of 35 hours per week per family unit? | <input type="checkbox"/> | <input type="checkbox"/> |

Residence Information

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Do you rent? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you related to your landlord? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you receive Section 8 vouchers? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. If you rent, how much do you pay each month? _____ | | |
| 5. Who is your landlord and their contact number? _____ | | |
| 6. What is your landlord's address and e-mail address? _____ | | |
| <hr/> | | |
| 7. How long have you lived at this address? _____ | | |
| 8. If you have lived at this address less than 2 years, please provide physical address, landlord information and dates you lived at the addresses for a full 2-year history. There is more writing room for your addresses on page 6. _____ | | |

- | | Yes | No |
|---|--------------------------|--------------------------|
| 9. Do you own a home? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Does your current residence have running water and/or sewer? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Does your current residence have complete kitchen facilities? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. How many bedrooms does your current residence have? _____ | | |
| 13. If you own a home, is it a mobile home, lack running water/sewer, power, electric, or heat? | <input type="checkbox"/> | <input type="checkbox"/> |

Financial Information

- | | Yes | No |
|---|--------------------------|--------------------------|
| 14. Has applicant or co-applicant had a bankruptcy? | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. If you have had a bankruptcy, please specify when it was discharged: _____ | | |
| 16. Has applicant or co-applicant had a judgment? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. If you have had a judgment, please indicate when it was paid in full: _____ | | |
| 18. If the judgment is not paid in full, are you making payments? Please provide information below: | | |

- | | | |
|--|--------------------------|--------------------------|
| 19. Has applicant or co-applicant ever had a collection? | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Do you have any unpaid collections? | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Are you making payments on your unpaid collections? | <input type="checkbox"/> | <input type="checkbox"/> |

22. Do you have paid collections?
23. Please explain reason behind collections and how you propose to satisfy them:

24. Do you have any rental payments made over 30 days late in the past 2 years?
If yes, how many payments have been late? _____
25. Do you have monthly payments to a third party not disclosed on your credit report, i.e. car payments, rent to own, medical payments? _____
26. If yes to 22 above, please itemize who you pay, the amount you pay for each debt, and how much longer you have to pay:

Optional Information

You are not required to furnish the following information, but; are encouraged to do so. The law provides that a lender may not discriminate on the basis of this information or whether you choose to furnish it. If you choose to provide the information, it may assist us in finding additional funding that could help reduce the cost of your mortgage loan.

Ethnicity:

- Applicant: Hispanic or Latino Not Hispanic or Latino
Co-Applicant: Hispanic or Latino Not Hispanic or Latino

Race:

- Applicant: American Indian or Alaskan Native Asian Black or African American
 Native Hawaiian or Pacific Islander White
- Co-Applicant: American Indian or Alaskan Native Asian Black or African American
 Native Hawaiian or Pacific Islander White

Sex:

- Applicant: Male Female
Co-Applicant: Male Female

I do not wish to provide this information

Are you a veteran?

- Applicant: Yes No
Co-Applicant: Yes No

If you are Alaska Native or American Indian, do you have a BIA card?

- Applicant: Yes No
Co-Applicant: Yes No

If you are Alaska Native or American Indian, what is your tribal affiliation and/or native corporation information?

I acknowledge that I understand that the information contained on this form will be used for pre-screening only. Final Loan determination comes from USDA Rural Development after a full 502 mortgage loan application is submitted for review.

Applicant's Signature

Co-Applicant's Signature



CONSUMER AUTHORIZATION AND RELEASE

I hereby authorize CoreLogic Credco, LLC (“CREDCO”) to obtain my consumer report/credit information, credit risk scores and other enhancements to my consumer report (hereinafter collectively referred to as “Report”) from one or more of the three national credit repositories (Equifax, Experian, Transunion) and provide a copy of the Report to my housing counseling agency, Rural Alaska Community Action Program, Inc. (“Counselor”) for Counselor to provide housing counseling services. This authorization is intended to comply with a consumer report request as set forth in 15 U.S. C. 1681b(a)(2).

I acknowledge that the Report is provided “AS IS” AND THAT CREDCO MAKES NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND IMPLIED WARRANTIES ARISING FROM A COURSE OF DEALING OR A COURSE OF PERFORMANCE WITH RESPECT TO THE ACCURACY, VALIDITY, OR COMPLETENESS OF THE REPORT OR THAT IT WILL MEET MY NEEDS AND CREDCO EXPRESSLY DISCLAIMS ALL SUCH REPRESENTATIONS AND WARRANTIES.

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Date: _____

 (Signature)

 Print Name



Disclosure to Client for HUD Housing Counseling Services *Rural Alaska Community Action Program, Inc. (RurAL CAP)*

Services Offered:

Our agency provides the following fee-free* HUD one-on-one housing counseling services: pre-purchase counseling and financial literacy credit counseling, foreclosure prevention, and disaster recovery. Our agency also provides the following group education workshop: home maintenance education.

*Associated fees only include the \$35 credit report. If you are unable to pay the fee or paying the fee will result in financial difficulty, you may request a Hardship Waiver. Please ask us for more information about this offer.

Relationships with Industry Partners:

Our agency has financial or exclusive relationships, or both, with specific industry partners, including:

- Rural Community Assistance Corporation - is a Technical and Management Assistance provider and a grant provider for down payments and closing cost assistance
- Housing Assistance Council - provides the Self-help Home Opportunity Program (SHOP) down payment, closing cost assistance funding, and funding for lot acquisition and development for RurAL CAP's Mutual Self-Help Housing Program
- Alaska Housing Finance Corporation - provides the Operating Expense Assistance Grant and Homeownership Development Program (HDP) grant and is an assistance provider for down payments and closing costs
- Enterprise - contributed a 12-month grant for the purpose of RurAL CAP to become a Housing and Urban Development (HUD) certified housing counseling agency and contributed supplemental program overhead
- Wells Fargo Bank - provides the agency with grants to support housing counselor wages
- City of Soldotna - through CARES Act Funding, provided Mutual Self-Help Housing Program funds to bridge the gap in construction costs due to COVID-19
- HUD - provides HDP funding and SHOP funding
- USDA Rural Development - provides a 523 Technical Assistance grant for overhead to manage and operate the mutual self-help housing program and 502 direct mortgage loan funding for the Mutual Self-Help Housing Program's construction costs and certified packaging services
- Denali Commission - provides funding for program overhead for our new housing and rehabilitation programs.

No Client Obligation:

The client is not obligated to receive, purchase, or use any other services offered by RurAL CAP or its exclusive partners to receive housing counseling services.



Alternatives:

We may provide information on alternative services, programs, and products available to you, if applicable and known by our staff.

Personal Information:

Client files are kept in a secured filing system online and printed information is kept in a locked cabinet in a locked office. Please be aware that your client files may be reviewed by HUD as part of your approval, but no personal information is recorded. Information is only shared with partners to secure loan funds for each client when they are eligible to purchase a home.

Potential partners include: USDA Rural Development, Alaska Community Development Corporation (ACDC) for the Homeownership Opportunities Program down payment and closing cost assistance, Alaska Housing Finance Corporation for down payment and closing cost assistance through the HDP program, Rural Community Assistance Corporation for down payment and closing cost assistance, and audits completed to ensure compliance with Secure and Fair Enforcement for Mortgage Licensing (SAFE) Act as required by the State of Alaska and Nationwide Mortgage Licensing System (NMLS) guidelines.

I have read and received a copy of this disclosure on _____.

Date

Print First Name and Last Name

Signature

This disclosure was conveyed verbally via a virtual/telephonic session. **YES or NO (circle)**