

**New Jersey Housing and Mortgage Finance Agency
HAF Housing Counseling Program
Guidelines**

1. Program Overview	The New Jersey Housing and Mortgage Finance Agency (“NJHMFA”) has created the Homeowner Assistance Fund (“HAF”) Housing Counseling Program to improve HAF program coordination, offer outreach to eligible homeowners, and assist applicants with the application process for the Emergency Rescue Mortgage Assistance (“ERMA”) program. ERMA was created to promote neighborhood stability through homeowner retention by reducing delinquencies, mortgage defaults and foreclosures among New Jersey homeowners receiving assistance.
2. Brief Description	The HAF Housing Counseling Program exists to ensure the dissemination of information regarding the availability of assistance programs, help families determine eligibility for Federal, State and Local programs, and help applicants navigate the ERMA program application process.
3. Maximum Amount of Assistance per Household	Up to \$700 paid to a Department of Housing and Urban Development (“HUD”) Certified Housing Counseling Agency (“HCA”).
4. Homeowner Eligibility Criteria / Documentation Requirements	<p>Homeowner Eligibility Criteria:</p> <ul style="list-style-type: none"> • Must have experienced a COVID-19 related financial hardship after January 21, 2020. • Must have incomes equal to or less than 150% of the area median income, consistent with Treasury guidance. <p>Documentation Requirements:</p> <ul style="list-style-type: none"> • Valid Identification. • Hardship Affidavit. • Third Party Authorization. • Mortgage Statement (if available). • Income Determination Documents.
5. Property/Loan Eligibility Criteria Specific to the Program	<p>Property criteria includes:</p> <ul style="list-style-type: none"> • Must be owner-occupied primary residence. • Must be a one- to four-unit property. • Must be an attached or detached house, a condominium unit or a manufactured home on a foundation permanently affixed to real property.

6. Structure of Assistance	<ul style="list-style-type: none">• Homeowners will be given the option to work with an HCA contracted with NJHMFA to perform counseling services.• HCAs will be responsible for performing general intake, collecting income, property, mortgage, and asset information, and offering support options for the homeowner. HCAs will assist in the completion and submission of ERMA applications for homeowners who meet the minimum ERMA eligibility criteria.
7. Payment Requirements	<ul style="list-style-type: none">• Payments will be made directly to the HCA.