

## U.S. Bank Home Affordable Foreclosure Alternative (HAFA) Matrix

All servicers that signed agreements with the U.S. Department of the Treasury (Treasury) to participate in the Home Affordable Modification Program (HAMP) must consider eligible borrowers who do not qualify for HAMP for other foreclosure prevention options including Home Affordable Foreclosure Alternatives (HAFA) which includes short sale and deed-in-lieu. Each servicer has some discretion in determining additional eligibility criteria and certain program rules. In order to assist borrowers and their representatives in understanding any unique components of a servicer's HAFA Policy, Treasury, has developed this HAFA Matrix. The summary information in this matrix is prepared solely by U.S. Bank. Treasury does not endorse any language or policy described in this matrix. Any questions regarding the information obtained in this matrix should be directed solely to U.S. Bank at the number provided.

**Last Updated:** 11/19/2015

### ELIGIBILITY REQUIREMENTS

Basic Eligibility and U.S. Bank specific requirements:

- The mortgage loan is delinquent or default is reasonably foreseeable (Loans currently in foreclosure or bankruptcy are eligible);
- Cannot have pending foreclosure sale less than 15 days from receipt of a Complete Borrower Response Package
- The mortgage loan is a first lien mortgage loan originated on or before January 1, 2009. (The referenced to "originated on or before" refers to the date on which the loan was first originated, not the date it may have been modified previously). This includes mortgages secured by cooperative shares, condominium units, and manufactured housing (the first lien mortgage loan must be secured by the manufactured home and the land, both of which must be classified as real property under applicable law).
- The mortgage property is secured by a one to four unit property
- The property securing the mortgage is not condemned
- The current Unpaid Principal Balance ("UPB") of the mortgage loan not including arrearages is not greater than:
  - 1 Unit \$729,750
  - 2 Units \$934,200
  - 3 Units \$1,129,250
  - 4 Units \$1,403,400

	<ul style="list-style-type: none"> <li>• A borrower has documented a financial hardship, evidenced by a signed Hardship Affidavit or RMA, wherein the borrower has represented that he or she does not have sufficient liquid assets to make the monthly mortgage payments.</li> <li>• An example of such hardship includes a service member citing a “Permanent Change of Station” order as the basis for his or her financial hardship when requesting HAFA even if such service member’s income has not been decreased, so long as the service member does not have sufficient liquid assets to make his or her monthly mortgage payments.</li> <li>• The borrower must submit a request for consideration for a short sale or deed in lieu, or before pre-approval of a HAFA short sale, written request for approval of an executed purchase contract on or before December 31, 2016 with the transaction closing date on or before September 30, 2017. Written evidence of the request must be documented by post mark or other independent indicator, such as a date and time stamp (electronic or otherwise), evidencing submission by program cut-off date.</li> <li>• The borrower must be a natural person. Mortgage loans made to, or secured by properties owned by, corporations, partnerships, limited liability companies or other business entities are not eligible for assistance under HAMP.</li> <li>• The minimum acceptable net proceeds from the sale, inclusive of all costs and payments, are 85% of the current property value which must be approved by U.S. Bank.</li> <li>• Payment to lien holder to extinguish subordinate mortgage debt: up to 6% of the unpaid balance of each subordinate lien not to exceed \$12,000 in total</li> <li>• Relocation incentive is available in an amount up to \$10,000- will be limited to transactions where the property is occupied by the owner or tenant as a principal residence at the time the agreement is executed and only paid to the party who will be required to vacate the property as a result of the short sale or DIL.</li> </ul>
<p><b>DOCUMENTATION REQUIREMENTS</b></p>	<p><u>Preapproved Short Sale</u></p> <ul style="list-style-type: none"> <li>• Request for Mortgage Assistance (RMA)</li> <li>• Hardship Affidavit</li> <li>• Dodd Frank Certification (tenant or non-borrower)</li> <li>• Evidence of residency</li> <li>• Subordinate lien documentation to include lender name, balance and account number</li> <li>• Income Documentation – same as required for evaluation of the Home Affordable Modification Program (HAMP); Documentation must be less than 90 days old</li> </ul> <p>Generally, wage earners will be asked to provide 2 most recent pay advice (stubs) from the last 90 days. Self-employed borrowers will be asked to provide a profit and loss statement for the most recent 5 months and prior year Federal tax returns.</p>

	<p><u>Request for Short Sale Approval when Submitting an Executed Sales Contract that has not been Preapproved</u></p> <p>Same documents as preapproved short sale <b>plus</b>:</p> <ul style="list-style-type: none"> <li>• Accepted purchase contract</li> <li>• Other offer documents or subordinate lien information</li> </ul> <p><u>Imminent Default –</u></p> <ul style="list-style-type: none"> <li>• Most recent filed tax return</li> <li>• Pay advise (stubs) from the last 90 days</li> <li>• Bank and investment account statements</li> <li>• Documentation of all sources of income</li> </ul>
<b>VALUATIONS</b>	<p><u>Establishing Property Value</u> -Property value is established by using a certified interior Broker’s Price Opinion (“BPO”) (reviewed and accepted by a state certified or licensed appraiser) if the current UPB is less than \$250,000, and a full appraisal if the current UPB is greater than \$250,000.</p> <p><u>Disputed Valuations</u> – Submit comparable sales documentation including date of sale, distance from subject property, and reason the proposed property is more comparable to the subject property.</p> <ul style="list-style-type: none"> <li>➤ U.S. Bank Home Mortgage P.O. Box 211128 Eagan, MN 55121-4201</li> <li>➤ Estimate evaluation timeframe – 30 calendar days or sooner</li> </ul> <p><u>Price Reduction Review During Marketing Period</u> – Property values will be reviewed every 180 days by U.S. Bank.</p>
<b>PAYMENTS DURING MARKETING PERIOD</b>	<p>Borrowers must continue to make modified payments during the marketing period. (Payment not to exceed 31% DTI unless borrower requests to make full payment)</p>
<b>DEED-IN-LIEU</b>	<p><u>Deed-In-Lieu</u> - Required at the end of marketing period if a short sale is not completed.</p>

<b>POLICY / SPECIAL PROGRAMS</b>	<u>Special Programs - None</u>
<b>AVERAGE TIMELINES</b>	Submission of required income/eligibility documentation – 14 calendar days Eligibility review to issuance of SSN – 30 calendar days Acknowledgement of receipt of request for short sale or DIL – 10 business days Marketing period- 120 calendar days or as specified in the SSN Submission of purchase contract- 5 business days Servicer’s approval of purchase contract – 30 calendar days Escrow and Closing – 45 calendar days Valuation Dispute Resolution – 30 calendar days
<b>CONTACT INFORMATION</b>	For general HAFA questions, valuation appeals, transaction status, or escalation of complaints: 1-855-698-7627 or  U.S. Bank Mortgage Assistance Point  P.O. Box 211128  Eagan, MN 55121-4201
<b>THIRD PARTY VENDORS</b>	U.S. Bank may engage third parties to act on the Bank’s behalf: <ul style="list-style-type: none"> <li>• Real estate agents or broker</li> <li>• Appraisers</li> <li>• Property Preservation vendors</li> </ul>