

APPLICATION

Buyer Financial Assistance for New Residential Construction



Completed applications should be returned via email to grants@co.williams.nd.us or by mail/in person to the following addresses:

By Mail: Lindsey Harriman | 3rd Floor Admin | PO Box 2047 | Williston, ND 58802-2047

In person: Williams County Administration Building | 3rd Floor | 206 E Broadway | Williston, ND 58801

GENERAL INFORMATION	
Property Owner(s):	
Daytime Phone:	Cell Phone:
Mailing Address:	
Property Address:	
Parcel Number:	Legal Description:
Type of Dwelling: <input type="checkbox"/> Single Family <input type="checkbox"/> Townhome <input type="checkbox"/> Condo <input type="checkbox"/> Stick-built Home <input type="checkbox"/> Manufactured Home <input type="checkbox"/> Mobile Home <input type="checkbox"/> Modular Home	
I am applying for <input type="checkbox"/> Buyer Utility Connection Assistance (see page 2) <input type="checkbox"/> Closing Cost and/or Interest Buy-Down Assistance (see page 3)	
Building Permit Issue Date:	Building Permit #:
Certificate of Occupancy Issue Date:	Anticipated Closing Date:
Purchase Price:	
<i>The purchase price must be no more than the current FHA Mortgage Limit, plus 10% (\$576,647.50 as of 1/1/2025).</i>	

Please continue for the remainder of the application. Signature page is on page 4.

Buyer Utility Connection Assistance: Application Supplemental

Williams County will pay up to \$5,000 for connection and hook-up fees for electricity, natural gas, water, or sewer for residences on newly constructed single-family residential property.

This does NOT include any down payment or initial installment required by the utility company or any regular service payments.

Type of Utility	Name of Utility Company	Description of Connection	Est. Cost	Date Needed By
Water			\$	
Sewer			\$	
Electricity			\$	
Natural Gas			\$	
		Total Requested	\$	

Application Document Checklist: Please include the following documents with your application. Application cannot be reviewed until all documents are received.

- Completed and fully executed Purchase Agreement
- Completed Building Permit Application, inclusive of all documents required with application
- Building Permit issued by appropriate public entity
- Certificate of Occupancy (temporary COs will be accepted) issued by appropriate public entity. If construction is still in progress, then CO will need to be provided once it is issued.

Please read and initial the following statements:

_____ I certify that the property does not have any delinquent special assessments or property taxes, and I am not delinquent on any out-of-state special assessments or property taxes.

_____ I understand that I may not have incurred any of these expenses prior to submission of this application and I will not receive reimbursement for any expenses incurred prior to the approval or denial of my application.

_____ I certify that I consider this residence to be my primary residence.

Closing Costs & Interest Buy Down: Application Supplemental

FUNDS REQUEST	
Est. Closing Costs:	Est. Interest Buy-Down Fee:
MORTGAGE INFORMATION	
Lending Institution:	ND-based Loan Officer:
Phone Number:	Email Address:
TITLE COMPANY INFORMATION	
Title Company:	Representative:
Phone Number:	Email Address:

Application Document Checklist: Please include the following documents with your application. Application cannot be reviewed until all documents are received.

- Pre-approval letter from Lending Institution for the type of home you are purchasing. Letter must be on lending institution's letterhead and signed by an authorized representative for the lending institution.
- Completed and fully executed Purchase Agreement
- Copy of fee sheet outlining estimated buyer closing costs and/or interest buy-down payment
- Certificate of Occupancy (temporary COs will be accepted) issued by appropriate public entity

BUYER please read and initial the following statements:

- _____ I understand that I need to consult my own tax advisor regarding any potential income tax implications of being granted these funds as Williams County is unable to provide any guidance regarding income tax.
- _____ I certify that the property does not have any delinquent special assessments or property taxes, and I am not delinquent on any out-of-state special assessments or property taxes.
- _____ I understand that, prior to closing, I must provide a copy of the property appraisal to the Williams County Community Engagement Coordinator.
- _____ I understand that I may not have incurred any of these expenses prior to submission of this application and I will not receive reimbursement for any expenses incurred prior to the approval or denial of my application.
- _____ I certify that I consider this residence to be my primary residence.

LENDING COMPANY REPRESENTATIVE please read and initial the following statement: *Initials from lending institution are not an assumption of liability, only assurance that funds can be received and directed towards closing costs and/or interest buy-down points.*

- _____ I certify that the above-named lending institution can receive funds on behalf of property owner(s) named above for ___ Closing Costs and/or ___ Interest Buy-Down points (mark what is applicable)
- _____ I certify that it is acceptable for funds to be issued directly to above named Title Company on behalf of property owner named above for ___ Closing Costs and/or ___ Interest Buy-Down points (please mark what is applicable)

Application Signature Page

Property Owner Signature:

Date:

Printed Name:

Property Owner Signature:

Date:

Printed Name:

If you completed page 3 of the application, the following signatures are also required:

Lender Signature:

Date:

Printed Name:

Signature from lending institution is not an assumption of liability, only assurance that funds can be received and directed towards closing costs and/or interest buy-down points.