

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

Eligible applicants include any buyer of newly constructed homeowner-occupied single-family residential property located anywhere in Williams County with a certificate of occupancy issued after April 15, 2025. The single-family residential property must be considered the buyer's primary residence.

GENERAL INFORMATION	
Purchaser Name/Applicant (s):	
Preferred Phone #:	Email Address:
Current Mailing Address:	
New Property Address:	
New Property Parcel Number:	
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	
Manufacture Date: <i>If applying for an off-site built home (e.g. manufactured) Must have a manufacture date within one year of the application date.</i>	
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 3.

FUNDS REQUEST	
Est. Closing Costs:	Est. Interest Buy-Down Fee:
<i>Funds may only be applied to buyer-owed closing costs for permanent financing (excluding mortgage insurance premiums, down payment, appraisal gap payment, or real estate fees/commissions) and/or mortgage points/interest buy-down points.</i>	
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
- If purchasing an off-site built home, documentation showing manufacture date.

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 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. Lender will need to be co-signor of final program agreement.*

_____ 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

Purchaser Signature:

Date:

Printed Name:

Purchaser Signature:

Date:

Printed Name:

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. Lender will need to be co-signor of final program agreement.