

**PROPOSED REGULATION OF THE ADMINISTRATOR  
OF THE HOUSING DIVISION OF THE DEPARTMENT  
OF BUSINESS AND INDUSTRY**

**LCB File No. R192-08**

July 25, 2008

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: §§1-13, NRS 319.140 and section 3 of chapter 348, Statutes of Nevada 2007, at page 1657.

A REGULATION relating to affordable housing; providing for the awarding of grants by the Housing Division of the Department of Business and Industry to qualified nonprofit organizations to establish an employer-assisted housing program; authorizing a recipient of such a grant to make loans to eligible borrowers to provide assistance in the purchase of affordable housing; and providing other matters properly relating thereto.

**Section 1.** Chapter 319 of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 12, inclusive, of this regulation.

**Sec. 2.** *As used in sections 2 to 12, inclusive, of this regulation, unless the context otherwise requires, the words and terms defined in sections 3 to 8, inclusive, of this regulation have the meanings ascribed to them in those sections.*

**Sec. 3.** *“Eligible borrower” means a person who:*

- 1. Is a member of a participating employee group;*
- 2. Is a member of an eligible family as defined in NRS 319.060;*
- 3. Has a household income that does not exceed 170 percent of the median income for the area in which the home is located, unless the Division approves a higher limit; and*
- 4. Completes a homebuyer education class approved by the Division.*

**Sec. 4.** *“Employer-assisted housing program” means a program to provide down-payment and closing-cost assistance to assist employees who are members of a participating employee group and are employed by a participating employer in securing affordable housing in this State.*

**Sec. 5.** *“Grant” means a grant of money awarded by the Division pursuant to sections 2 to 12, inclusive, of this regulation to a qualified organization to establish an employer-assisted housing program.*

**Sec. 6.** *“Participating employee group” means a recognized group of employees of a participating employer.*

**Sec. 7.** *“Participating employer” means an employer that has agreed to participate in an employer-assisted housing program.*

**Sec. 8.** *“Qualified organization” means an organization which:*

- 1. Is a nonprofit organization that is exempt from taxation pursuant to 26 U.S.C. § 501(c)(3);*
- 2. Is in good standing with the Office of the Secretary of State;*
- 3. Has the specifically designated purpose of promoting affordable or subsidized single-family housing located within this State;*
- 4. Has demonstrated the ability for a period of not less than 5 consecutive years to process and service loans either directly or in conjunction with a loan servicer approved by the Division; and*
- 5. Has a financial net worth of not less than \$1,000,000.*

**Sec. 9.** *1. The Division may award grants of money to qualified organizations to establish employer-assisted housing programs.*

2. *If a qualified organization that receives a grant fails to maintain a net worth of \$1,000,000, excluding the value of the grant, the organization shall immediately return to the Division any remaining amount of the grant that has not been committed for expenditure.*

3. *Before a qualified organization that receives a grant may contract or award a subgrant for services of more than \$2,000 to be paid from the proceeds of the grant, the contract or subgrant must be approved by the Administrator.*

4. *A qualified organization that receives a grant is subject to audit by the Division with respect to the grant at any reasonable time to ensure its compliance with all applicable laws and regulations of this State.*

**Sec. 10.** 1. *A qualified organization that receives a grant may make a secured loan of not more than \$20,000 from the proceeds of the grant to an eligible borrower for down-payment and closing-cost assistance in the purchase of affordable housing.*

2. *A qualified organization that makes such a loan shall:*

- (a) Verify the eligibility of the borrower;*
- (b) Ensure timely and accurate disbursement of the loan money to the borrower;*
- (c) Administer the loan for as long as the loan has principal outstanding;*
- (d) Annually verify, through a current policy of homeowners' insurance or property tax bill, that the borrower uses the home as his primary residence;*
- (e) Confirm that the borrower is a member of a participating employee group;*
- (f) Not lend to a borrower for a home which is outside this State or which is not located in a county in this State in which his employer has an established place of business;*
- (g) Provide documentation that informs the borrower of the possibility of federal tax liability if any portion of the principal of the loan is forgiven; and*

*(h) Verify that the borrower has completed a homebuyer education class approved by the Division before funding the loan.*

*3. A loan made by a qualified organization pursuant to this section must not be funded unless:*

*(a) The participating employer by whom the borrower is employed contributes matching money equal to the amount of the loan; and*

*(b) The borrower contributes at least 1 percent of the total purchase price of the home toward the purchase of the home.*

*4. All terms of the loan, including, without limitation, terms of repayment, interest rates, fees and underwriting criteria, must be specified in a memorandum of understanding approved by the qualified organization and an authorized representative of the participating employee group of which the borrower is a member.*

*5. A loan may have an interest rate of zero percent.*

*6. A loan becomes due and payable:*

*(a) Upon the sale, transfer or refinancing of the home;*

*(b) Upon the death of the borrower and the settlement of his estate;*

*(c) If the borrower ceases his employment within the industry of the participating employer that provided the matching money for the loan;*

*(d) If the borrower is a member of a labor union at the time of the loan, upon the borrower ceasing to be a member of the labor union;*

*(e) If the borrower operates a business from the home; or*

*(f) If the borrower ceases to reside in the home as his primary residence.*

*7. A loan must be secured, but may be subordinated to the rights of not more than two other lenders to allow the borrower to take advantage of other forms of down-payment assistance so long as the total of all forms of secured debt is not more than 99 percent of the verified sale price of the home.*

*8. If a qualified organization imposes administrative fees on borrowers to whom it makes loans, the total amount of such fees imposed on all borrowers must not exceed 10 percent of the amount of the grant received by the qualified organization.*

**Sec. 11.** *1. The length of a borrower's employment is not a condition of eligibility for a loan.*

*2. Two or more employees may not apply for multiple loans pursuant to section 10 of this regulation on the same property.*

**Sec. 12.** *In accordance with the provisions of section 3 of chapter 348, Statutes of Nevada 2007, at page 1657, a qualified organization that receives a grant pursuant to sections 2 to 12, inclusive, of this regulation may, through June 30, 2009, commit the proceeds of the grant for expenditure, but shall not commit any remaining proceeds of the grant for expenditure after June 30, 2009. The qualified organization shall, on or before September 1, 2009, transfer to the Division any remaining proceeds of the grant that have not been committed for expenditure on or before June 30, 2009, for reversion to the State General Fund.*

**Sec. 13.** *1. This regulation becomes effective upon filing with the Secretary of State.*

*2. Section 12 of this regulation expires by limitation on October 1, 2009.*