

Henrico County Employee Home Purchase Assistance Program

Pre-screening Questionnaire

Please complete the pre-screening questionnaire below to determine if you meet the initial eligibility criteria to apply for downpayment and closing cost assistance. This is a self-assessment tool; you do not need to submit this form to the County nor the program administrator.

		Yes	No
1	Are you currently a full-time permanent employee of Henrico County General Government, Henrico County Public Schools or a County Constitutional Officer (e.g., Sheriff's Office)?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you been employed in a permanent full-time position by Henrico County General Government, Henrico County Public Schools or a County Constitutional Officer (e.g., Sheriff's Office) for at least 12 continuous months?	<input type="checkbox"/>	<input type="checkbox"/>
3	Do you have a performance appraisal rating of acceptable or better?	<input type="checkbox"/>	<input type="checkbox"/>
4	Do you have at least \$1,000 of your own funds to contribute towards the purchase of your home?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are you planning to purchase a home in Henrico County, Virginia?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do you have a minimum credit score of 600 or better?	<input type="checkbox"/>	<input type="checkbox"/>
7	Does your household income fall below the program limit? Please use this link to download the latest income limit. https://www.virginiahousing.com/en/partners/lenders/lending-limits-requirements (Please use the standard amount for the Richmond area)	<input type="checkbox"/>	<input type="checkbox"/>
8	Are you free from any outstanding judgements, bankruptcies, foreclosures, or collections that could impact your ability to obtain a mortgage?	<input type="checkbox"/>	<input type="checkbox"/>
9	Do your household's assets fall within the program limit of \$30,000?	<input type="checkbox"/>	<input type="checkbox"/>
10	Are you ready to purchase a home within the next 30-60 days? Please do not apply to the program at this time if you are not able to meet this timeline (e.g., your lease ends more than 90-days from current date).	<input type="checkbox"/>	<input type="checkbox"/>
11	Have you read the FAQ document for this program?	<input type="checkbox"/>	<input type="checkbox"/>
11	If you nor anyone that will be a member of your household has owned a home in the last 5 years, please check "eligibility criteria met".	Eligibility Criteria Met	Eligibility Criteria Not Met
	If you or anyone that will be a member of your household has owned a home in the last five years, please check "eligibility criteria not met".	<input type="checkbox"/>	<input type="checkbox"/>

If you answered yes to all of the questions listed above and checked the box indicating that you meet the eligibility criteria related to not owning a home within the last 5 years, you may proceed with requesting initial eligibility verification within Oracle.

Please note that this pre-screening questionnaire is provided for informational purposes only and in no way guarantees that you will be approved for the EHPAP.