

Philly First Home Program

Process Roadmap



**Start your homebuying journey
HERE**

1

Complete Housing Counseling First-Time Homebuyer Program.

Receive Homebuyer Pre-Qualification Worksheet & Homebuyer Counseling Certificate.

2

Homebuyer signs Agreement of Sale.

3

Notify mortgage lender of anticipated Philly First Home grant and coordinate with Realtor & Title Company.

4

At least 4 weeks before settlement:

Realtor/Title Company/homebuyer submits required documents to the housing counselor.

8

Within 5 days of settlement:

Documents are forwarded to the Title Company.

7

Documents are prepared for settlement by PHDC.

6

DHCD reviews application for approval.

5

At least 3 weeks before settlement:

Housing Counselor completes client application & submits grant request.

9

Within 3 days of settlement:

Title Company reviews the application and documents.
If corrections are needed, the Title Company will work with the Housing Counselor to resolve.

Please be advised, this can take up to 3 days and may delay settlement.

10

Once documents are approved and funds are wired to Title Company, settlement is closed.



Congratulations!
You are now a homeowner!