

# chfa loan process timeline construction loan

prescreening	application	underwriting	commitment	closing	construction
1 2 weeks	2 3–4 weeks	3 4–8 weeks	4 2–6 weeks	5 4–6 weeks	6 tbd weeks
CHFA	CHFA	CHFA	CHFA	CHFA	CHFA
<ul style="list-style-type: none"> <li>Gather info</li> <li>Issue Term Sheet</li> </ul>	<ul style="list-style-type: none"> <li>Provide welcome letter and checklist</li> <li>Collect due diligence info</li> <li>Order appraisal (if CHFA is the construction lender)</li> </ul>	<ul style="list-style-type: none"> <li>Analyze application and project-related documents</li> <li>Seek internal approval(s)</li> </ul>	<ul style="list-style-type: none"> <li>Issue Commitment Letter</li> <li>Submit material to HUD for Firm Approval Letter of Risk Share insurance</li> </ul>	<ul style="list-style-type: none"> <li>Prepare and circulate draft loan docs; finalize</li> <li>Collect and review required closing checklist items, including GC contract</li> </ul> If applicable: <ul style="list-style-type: none"> <li>Submit closing docket to HUD for Risk Share insurance</li> <li>Provide Davis Bacon wage determination</li> </ul>	<ul style="list-style-type: none"> <li>Perform monthly site visits</li> <li>Perform Davis Bacon wage monitoring (if applicable)</li> <li>Process monthly draws</li> </ul>
Borrower	Borrower	Borrower	Borrower	Borrower	Borrower
<ul style="list-style-type: none"> <li>Provide basic project info</li> <li>Execute and return Term Sheet and fee</li> </ul>	<ul style="list-style-type: none"> <li>Provide project information as requested</li> <li>Provide underwriting checklist items</li> <li>Order necessary third-party reports</li> <li>Engage Environmental Consultant</li> </ul>	<ul style="list-style-type: none"> <li>Provide clarification as needed</li> <li>Provide Environmental Assessment documentation</li> </ul>	<ul style="list-style-type: none"> <li>Execute and return Commitment Letter and fee</li> </ul>	<ul style="list-style-type: none"> <li>Provide required closing checklist information</li> <li>Participate in regularly scheduled closing calls</li> <li>Execute loan documents</li> </ul>	<ul style="list-style-type: none"> <li>Oversee construction process</li> <li>Submit monthly draw requests to CHFA or construction lender if not CHFA</li> </ul>

## NEPA – up to 15 weeks

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Engage environmental consultant to begin Environmental Assessment (EA)														
	Tribal and historical notifications													
							Final EA submitted to CHFA; reviewed and finalized CHFA publications							
									CHFA submits request for release of funds					
											HUD publications			
														HUD issues release of funds