

**Application Deadline:** Thursday, February 8, 2018, 5:00 pm Pacific Time.

The application including all attachments must be submitted via the Bank's [secure portal](#). **The Bank cannot accept applications via USPS, fax, courier, or email.**

1. Before documents can be submitted electronically, the Bank must create a workspace for the IDEA Program Application and assign access to a portal user, and the user must complete an authentication process. Details on how to [request a workspace](#) and completing the authentication process can be found on our [website](#).
2. Upload the application to the workspace. Review instructions on [How to Upload WISH and IDEA Documents](#). The application must include the following completed documents:
  - 2018 IDEA Application for Funds Reservation ([FC 2232](#))
  - Affordable Housing Program Direct Subsidy Agreement – Homeownership Set-Aside Program ([FC 2229](#))
3. Notify the Bank via email when your documents have been uploaded.

### IDEA Program Information

Members may apply for a reservation of IDEA funds for up to \$4,000,000 on or before February 8, 2018. The amount of funds requested should be based on the number of homebuyers expected to close or be in escrow on the purchase of a home by March 31, 2019. **The maximum combined reservation of IDEA and WISH funds cannot exceed \$4,000,000.**

- The Bank intends to notify members of the amount of funds, if any, reserved for their application on or about March 31, 2018.
- If the Bank receives requests for funds that exceed the amount set aside for the year, the Bank will allocate funds to eligible applicants in accordance with the Bank's AHP Implementation Plan.
- The maximum amount of IDEA funds available per participating household is \$15,000 (up to \$3 for each \$1 contributed by the household).
- IDEA funds may not be used by the member or homebuyer in conjunction with projects or units receiving other subsidies from the Bank through its competitive AHP or other set-aside programs.
- Member can use IDEA funds to assist eligible first-time homebuyers purchase homes in any area of the country where the Member conducts business.

### Application Assistance

For more information regarding the preparation or submission of IDEA applications, contact the Community Investment Department at (415) 616-2542, email [communityinvestment@fhlsf.com](mailto:communityinvestment@fhlsf.com), or visit [fhlsf.com](http://fhlsf.com).