

**Application Deadline:** Tuesday, February 16, 2021, 5:00 pm Pacific Time.

The forms including any attachments must be submitted via the Bank's secure portal. **The Bank cannot accept documents 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 forms to the workspace. Review instructions on [How to Upload WISH and IDEA Documents](#). The application must include the following completed documents:
  - 2021 IDEA Program Participation ([2232](#))
  - Affordable Housing Program Direct Subsidy Agreement – Homeownership Set-Aside Program ([2229](#))
3. Notify the Bank via email when your documents have been uploaded.

### **IDEA Program Information**

Members may apply for IDEA Program participation on or before February 16, 2021. Any program funds may be used by the member to assist eligible households for the purchase of a home by March 31, 2022.

- The Bank intends to notify members of available program funds on or about March 31, 2021.
- Members may reserve funds for eligible households on a first-come, first-served basis until allocated funds for program year are exhausted.
- The maximum amount of IDEA funds available per participating household is \$22,000 (up to \$4 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 AHP General Fund 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@fhlbsf.com](mailto:communityinvestment@fhlbsf.com), or visit [fhlbsf.com](http://fhlbsf.com).