



**SOCIAL HOUSING FINANCE  
CORPORATION**  
**Localized Community Mortgage Program**

**ELIGIBILITY REQUIREMENTS**

**Local Government Units [LGUs] (Cities, Municipalities)**

- Updated Local Housing backlog inventory;
- Updated Comprehensive Land Use Plan (CLUP) and updated Comprehensive Shelter Plan (CSP) approved by the Local Housing Board (LHB);
- Functioning LHB;
  - Creation of LHB should be at the Local level with equitable multi sectoral representation and must have a Non-Government Organization (NGO)/People's Organization (PO) representative involved in housing and urban development
- Functioning unit in charge of social housing/housing programs;
- Budget allocation approved by Sanggunian;
- Has not exceeded allowable 20% credit carrying capacity;
- Approved Annual Investment Plan (AIP) with LCMP project/s; and
- An updated list of present and previous beneficiaries of National and local Government Housing Programs (e.g. National Housing Authority housing programs, etc.).

**Community Association [CA]**

- Registered with Housing and Land Use Regulatory Board (HLURB);
- Prioritized target as reflected in the CSP and AIP;
- Financially Stable; and
  - Show at least one (1) year historical statement of bank account
- Open a savings account to be called the Community Fund.
  - Balance Equivalent to six (6) months amortization of the LCMP loan

**Member-Beneficiaries [MB]**

- Bonafide resident of LGU and member of CA;
- Has not yet availed any housing loan;
- Do not own or co-own any housing unit; and
- Eligible under Community Mortgage Program (CMP) guidelines:
  - Legal age (18-60 yrs. Old);
  - Husband and Wife (1 loan);
  - No lot/housing loan; and
  - Earning.

**PROGRAM AVAILMENT PROCESS**

**I. APPLICATION FOR OMNIBUS  
COMMITMENT LINE [OCL]**

- a. Application for OCL backed up by a list of households covered by census and tagging and schedule of line availment.

**II. AVAILMENT OF THE APPROVED OCL**

- a. Sanggunian Ordinance stipulating the ff:

- i. Authorizing the Local Chief Executive to assign the Internal Revenue Allotment (IRA) or other forms of acceptable Guaranty [Local Government Unit Guarantee Corporation (LGUGC), Home Guarantee Corporation (HGC)] in favor of SHFC as well as sign, negotiate and transact with SHFC and other LCMP partners to fully operationalize and implement LCMP in the locality;
  - ii. Specifying the amount and period of IRA assignment and detailing the terms and conditions of partner-LGUs participation/obligation in LCMP;
  - iii. Ratifying the MOA executed by and between SHFC and the DILG; and
  - iv. Furnishing Land Bank of the Philippines (LBP)/Development Bank of the Philippines (DBP) a copy of subject resolution and authorizing partner-LGU's execution of agreements with LBP/DBP as stipulated in the LCMP MOA.
- b. Certification of existence of a Community Fund by the CA;
  - c. Title to the property; and
  - d. Submission of copy of all authentic, valid binding and enforceable loan documents and appraisal of project site.