



FACT SHEET: MONTGOMERY EMPLOYEE DOWN PAYMENT ASSISTANCE LOAN (MEDPAL)

PURPOSE

To help Maryland first time homebuyers who are employees of certain Montgomery County departments (see pages 3-4) purchase a home in Montgomery County by offering a Maryland Mortgage Program (MMP) first loan with a generous Down Payment Assistance (DPA) second loan.

START DATE

Lenders may reserve MEDPAL loans from launch date 5/8/2023 until the funds are expended. Fact sheet revised on 7/8/26 to ensure ADA-accessibility compliance.

DOWNPAYMENT & CLOSING COST ASSISTANCE (DPA) LOAN

The Montgomery Employee Down Payment Assistance Loan (MEDPAL) second lien will be a DPA loan in the form of a zero percent deferred loan. The DPA loan will be a flat \$50,000 per home, no more and no less; these funds can be used for down payment or closing costs, with any remainder going toward principal curtailment (no cash back to the borrower). The DPA loan funds are from Montgomery County and are distributed by the Community Development Administration (CDA). The DPA lien will be in the name of the Maryland Department of Housing and Community Development ("the Department"). The DPA loan will be funded by the lender at closing. CDA reimburses the lender after post-closing approval by CDA (please refer to Directives 2018-16). Borrower(s) must bring 1% of the sales price to closing (MMP DPA cannot be used for this). DPA loan must be repaid upon sale, transfer, or refinance. If not repaid earlier, the DPA loan is forgiven after 30 years. Reminder: CDA assistance programs cannot be used with conventional financing for the purchase of a DHCD-owned REO.

MAXIMUM LOAN TO VALUE/COMBINED LOAN TO VALUE

LTV/CLTV requirements are the same as for the regular MMP products.

MAXIMUM DEBT TO INCOME (DTI) RATIO

Follow the applicable (FHA, GSEs, RHS, VA, USB, MIs etc.) guidelines, as applicable for maximum DTI ratio.

PARTNER MATCH PROGRAM AND REFINANCING PRODUCTS

The DPA loan under this initiative cannot be combined with matching funds from the DPA Partner Match programs. However, the DPA can be combined with any available external assistance from employers, builders, developers, local jurisdictions, etc. that meets established agency guidelines. It may not be combined with any other County assistance.

INTEREST RATE

Rates for the first lien are published daily by the Department. The second loan (DPA) has a 0% rate, and payment is deferred for the life of the first lien, or upon sale, transfer, or refinance of the first, whichever happens first.

ELIGIBLE BORROWERS

Borrowers must meet all eligibility requirements established for the Maryland Mortgage Program. For more information on MMP requirements, go online to [Program Fact Sheets & Tools | Maryland Mortgage Program](#). **In addition to the MMP eligibility criteria, Montgomery County requires that the borrower be employed full-time by an entity on the approved list (pages 3-4 of this fact sheet).** All Maryland Mortgage Program purchase products require homebuyers to take a Homebuyer Education class. An education class may be any class approved by HUD, Fannie Mae or Freddie Mac, as applicable, including an online class. (Homebuyer-Education). **Borrowers must provide 1% of the sales price to the transaction in their own funds (in addition to any insurer or servicer required funds).** **Borrowers must have a maximum household income noted at [DHCA Workforce Housing | Montgomery County, MD](#)**

FIRST TIME HOMEBUYER REQUIREMENT:

This product is available to first time homebuyers in Maryland, which is defined as not owning a home ANYWHERE for the past three years) OR 1) one of the borrowers must be a veteran using their one-time exemption (copy of DD-214 required) or 2) borrower is purchasing a home in a Targeted Area (see Targeted-Areas); Regardless of any waiving of the first-time homebuyer requirement, a Maryland Mortgage borrower cannot own any other real property at time of closing.

OTHER

Borrower must be purchasing in Montgomery County. NOTE: This product, which offers assistance funded by Montgomery County, must meet the income limits found on [DHCA Workforce Housing | Montgomery County, MD](#). No manual underwriting is allowed. All other rules relating to MMP loans apply except where specifically noted in this document; Maryland Mortgage Program 30-Year fact sheet at [MMP standard fact sheet](#). In addition to MMP requirements, this product must meet all applicable overlays and requirements of US Bank, Fannie Mae, Freddie Mac, FHA/VA/RHS and private mortgage insurers. **MEDPAL cannot be used in conjunction with any other MMP products or other Montgomery Co assistance products.**

Disclaimer:

The terms and conditions are subject to change until a borrower qualifies for the loan and locks in the interest rate. A borrower should contact their lender for further information concerning a loan and applying for a loan (see mmp.maryland.gov). In connection with the Maryland Mortgage Program (MMP), the Maryland Department of Housing & Community Development makes no promises, representations or warranties to any party, including any borrower about the actual benefit an MMP loan might provide to a specific homeowner. Each homeowner's situation is different, and homeowners should seek the advice of a financial advisor, attorney or housing counselor before entering into any loan transaction.

For more information, please visit:

mmp.maryland.gov or call 1-800-756-0119



**MARYLAND
MORTGAGE PROGRAM**

MEDPAL ELIGIBLE EMPLOYEES

Montgomery County Department of Housing and Community Affairs (DHCA) will confirm employment qualification by reviewing the Applicant's County Government Verification of Employment statement or the County School System's Salary Information Notice. Employees can utilize the Employee Self-Serve portal to obtain these documents and demonstrate their qualifications. This information will be provided to Carlos Daza, carlos.daza@montgomerycountymd.gov, (240) 777-3688. If eligible, a MEDPAL Employment Qualification Form will be issued to the employee for submission to their lender.

Eligible Employees are identified as: Any permanent, full-time employee as defined by their individual employer who also qualifies per the following requirements specific to their employer.

1. Montgomery County, Maryland Government Employees: Employees may qualify by meeting the qualifications of either a or b below:

a. Any member of the Montgomery County Government Employee Organization (MCGEO) who is also an employee of Montgomery County Government.

The Verification of Employment statement will say either: Bargaining Unit: SLT; or Bargaining Unit: OPT NOTE: The following bargaining units are not qualified: Bargaining Unit: Fire Bargaining Unit: Police

**b. Any non-represented employee of Montgomery County from any of the following departments:
Bargaining Unit: Non-Union; and Department (one of the following)**

- Department of Agricultural Services
- Department of Alcohol Beverage Services
- Animal Services and Adoption Center
- Board of Appeals
- Board of Investment Trustees
- Community Engagement Cluster
- Community Partnerships
- Community Use of Public Facilities
- Consumer Protection
- Correction & Rehabilitation
- County Attorney's Office
- County Council's Office
- County Executive's Office
- Elections
- Emergency Management and Homeland Security
- Environmental Protection
- Ethics Commission,
- Finance,
- Fire and Rescue Services
- General Services
- Grants Management
- Health & Human Services
- Housing & Community Affairs
- Human Resources Human Rights
- Office of Inspector General
- Intergovernmental Relations
- Labor Relations
- Management and Budget Office
- Merit System Protection Board
- Montgomery County Employee Retirement Plans
- Office of Legislative Oversight
- Permitting Services
- Police
- Procurement
- Public Information
- Public Libraries
- Racial Equity and Social Justice
- Recreation
- Regional Centers:
- Bethesda-Chevy Chase
- Eastern Montgomery MidCounty
- Silver Spring
- UpCounty
- Technology and Enterprise Business Solutions,
- Transportation,
- Commission for Women, Office of Zoning and Administrative Appeals

2. Montgomery County Public School System: To be eligible, an applicant must:

a. Be a full time employee of MCPS which is defined as any permanent employee who is scheduled for 40 or more total hours bi-weekly and/or is designated as 0.5 FTE or higher on their Salary Information Notice.

b. Be a member of the Service Employees International Union (SEIU), the Montgomery County Education Association (MCEA) or the Montgomery County Association of Administrators and Principals (MCAAP)/Montgomery County Business Operations Association (MCBOA).