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Dublin Centre Below Market Rate (BMR) Homes

BMR Pre-Qualification Application Packet

Application Acceptance Period: October 16, 2026 to November 16, 2026

Please contact a BMR lender by November 9, 2026, to allow enough time to submit your application by the due date.

Application Submission Deadline: November 16, 2026, by 4:00 p.m.

Submit your completed BMR Pre-Qualification Application and Lender Preapproval to the Rise Housing Solutions Team, either in person or by email:

1. **Townsway Sales Office**
   3899 Finnian Way, Dublin, CA 94568
   - Monday, October 26, 2026: 12PM-4PM
   - Monday, November 2, 2026: 12PM-4PM
   - Thursday, November 5, 2026: 2PM – 5PM
   - Saturday, November 7, 2026: 11AM – 3PM
   - Monday, November 9, 2026: 12PM-4PM
   - Thursday, November 12, 2026: 2PM – 5PM
   - Saturday, November 14, 2026: 11AM – 3PM
   - Monday, November 16, 2026 12PM-4PM

2. **Email**
   applications@risehousing.com

This packet includes the following items related to the purchase of a BMR Home at Dublin Centre:

- Information Sheet
- Frequently Asked Questions
- City of Dublin BMR Program Pre-Qualification Application Packet

Questions? Contact the Rise Housing Solutions Team by email, phone, or in person:

- Email: applications@risehousing.com
- Phone: (415) 301-5448
- Townsway Sales Office
  3899 Finnian Way, Dublin, CA 94568
  - Monday, October 26, 2026: 12PM-4PM
  - Monday, November 2, 2026: 12PM-4PM

- Thursday, November 5, 2026: 2PM – 5PM
- Saturday, November 7, 2026: 11AM – 3PM
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- Saturday, November 14, 2026: 11AM – 3PM
- Monday, November 16, 2026 12PM-4PM

Note: A household may submit **only one** BMR application package. Submitting more than one application package may result in **disqualification** from the selection process.

The DC is located in the City of Dublin and is a high-quality contemporary master planned community designed to meet the needs of market rate and moderate-income families. The community, which includes 6 Below Market Rate (BMR) homes ranging from three 1-bedroom plan types, two 2-bedroom plan types and one 3-bedroom plan type, is being developed by Risewell Homes. The BMR homes are part of the City's Inclusionary Housing Program. The DC is a phased community with all 6 of the BMR units located in the following construction phases: Lot 10 in phase 26, Lot 17 in phase 30, Lots 35 and 38 in phase 35 and Lots 41 and 43 in phase 40. This marketing plan is intended to be a complete offering by Risewell Homes for all 6 BMR homes. It includes the general procedures and plan for the outreach, marketing and sales of all 6 BMRs.

The DC is centrally located near restaurants, shops, job centers and top-rated schools and is conveniently located near Interstate 580. The community offers convenient access to Dublin/Pleasanton Bart and The DC is next to Emerald Glen Park.

The homes are being marketed by Risewell Homes. Risewell will guide each buyer through the sales process from pre-application outreach to qualification, financing, and closing.

Risewell's goal is to ensure that all applicants for BMR homes are screened using consistently applied, fair criteria; to provide a desirable, well maintained, and affordable place to live for an economically, racially, and ethnically integrated resident population and will comply with the provisions of any federal, state, or local law prohibiting discrimination in housing based on race, religion, sex, color, family status, disability status, national origin, marital status, ancestry, gender identity or sexual orientation, source of income or HIV/AID's status.

To inform the public about federal fair housing laws and the City of Dublin's affirmative marketing polices, Risewell routinely includes the Equal Housing Opportunity logo and/or slogan in all solicitations, and program information materials.

To apply for a Dublin Centre BMR, submit a BMR Pre-qualification Application Packet, a Loan Preapproval, and be prepared to show proof of preference point documentation when requested by Risewell if you are the top-ranked applicant.

Homes will be available to eligible purchasers with qualified financing once their application packages have been approved by the City of Dublin and upon home construction.

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Dublin Centre Below Market Rate Home Program

Frequently Asked Questions (FAQ)

The Dublin Centre Below Market Rate (BMR) Program has been developed pursuant to the terms of the City of Dublin's Inclusionary Zoning Regulations Guidelines. For detailed information on the City's Ownership BMR Program guidelines, visit the City's website at: www.dublin.ca.gov/housing/guidelines.

1) What is the required household size?

The size of the household is determined by the number of people living in a household at the time of application. To qualify for a BMR home, the size of a household must be compatible with the size of the unit being purchased. Below is the household size permitted for the BMR homes in Dublin Centre based on the number of bedrooms in this application period.

Home Size	Household Size (Number of Persons)	
	Minimum	Maximum
1-bedroom	1	2

2) What is the maximum allowed household income?

Dublin Centre BMR homes are restricted for affordability to moderate-income households, defined as 120% of the Area Median Income. The 2026 State Income Limits for Alameda County are shown in the table below. To qualify for a Dublin Centre BMR home, your Gross Household Income must be at or below the limit shown below, based on your household size.

Household Size (Number of Persons)	Maximum Annual Income
1	$136,750
2	$156,300

3) What does Gross Household Income include?

Gross Household Income means all income from all adult household members (18 years of age and older) derived from all sources as provided in the Internal Revenue Code (Title 26, Subtitle A, Chapter 1, Subchapter B, Part I, Section 61), whether or not such income is exempt from federal income tax. Such Income includes, but is not limited to, the following:

- Compensation received from an employer
- Alimony, spousal and child support
- Cash
- Pensions, if at age where pension is being received as income
- Public benefits including but not limited to, CalWORKs, SSI, and disability Income
- All interest, dividends, and royalties
- Rental Income
- Income from pensions

- Compensation for services rendered including fees, fringe benefits, commissions, tips and bonuses
- Stipend received for participation in a mentor, learning or education opportunity
- Gains from dealings in private and/or commercial property
- Gambling Winnings
- Annuities, life insurance, and endowment contracts
- Income from discharge of indebtedness
- Gross partnership contributions or distributions
- Income from an interest in an estate or trust

Exceptions:

1) Gross Household Income does not include income household earned by a household member who is between the ages of 18-26 and meets **both** of the following criteria:
    - Is claimed as a dependent of a household member on such member's federal income taxes; and
    - Is a full time student (12+units; school transcript must be provided).

2) Gross Household Income does not include payments to a household member from a governmental fund Income if all of the following requirements are satisfied:
    - The payments are based on the recipient's or the recipient's family's financial need;
    - The payments do not represent compensation for services rendered; and
    - The payments are part of a governmental housing subsidy program including, but not limited to so-called Section 8 federal housing assistance payments.

MAXIMUM HOUSEHOLD ASSETS

The maximum household assets allowed are $250,000. Households with assets in excess of $250,000 will be disqualified. Assets include, but are not limited to, cash, all savings and checking accounts, stocks, bonds, real estate, gifts and other sources of money.
Funds that are excluded from the asset test include:

- Pensions and federally approved retirement savings accounts, such as IRAs, Roth IRAs, and 401(k)s; however, retired applicants who receive income from their retirement account must include such income as Gross Household Income on their application;
- Funds that are in 529 education savings accounts; and
- Funds that will be used toward the down payment on the unit/home, with a maximum of up to 20% of the purchase price.

4) What is the minimum required credit score?

A credit check will be conducted on all adults (other than dependents) in the household. Applicant(s) must have sufficient creditworthiness to qualify. Creditworthiness means that:

i.) All household individuals shall have a minimum of 3 years since Chapter 7 or Chapter 13 bankruptcy discharge date and/or foreclosure/short sale, and evidence of reestablished credit is provided; and

ii.) All persons appearing on the mortgage must have a minimum FICO credit rating of 620 points from all three credit agencies.

5) What is the debt-to-income ratio?

Homebuyers' proposed debt (based on current liabilities and proposed housing payment) may not exceed 45% of the household's monthly income.

6) What are acceptable home loan products for BMR homes?

The following is a non-exclusive list of loan products/features acceptable to the City of Dublin. The list is not intended to be exhaustive, and other loan products may be evaluated upon request. The City reserves the right to reject certain mortgage products because of the stronger likelihood that some products could result in loss of the BMR home due to a foreclosure.

Acceptable mortgage features:

- Fixed rate
- Loan term of 30 years
- Loan to value at or below 100%

Prohibited loan products and unacceptable mortgage features:

- Stated income loans
- Negative amortization
- Balloon payments
- Adjustable rates
- Excessive points and fees
- Interest only payments

7) What is the definition of a first-time homebuyer?

A person who has not owned any interest in real estate property during the three-year period prior to the date of the household's application to qualify for purchase of a BMR home, including without limitation, real property in which a household member's name appears on title regardless of whether the member's interest in such property results in a financial gain, such property is located in another state or country, or the member has occupied such property as his or her primary residence. If any person has had his or her name on title of a property, but the property was sold more than three years ago from the date of application, the person is considered a first-time homebuyer.

8) What are the down payment requirements?

The applicant is required to make a minimum down payment in the transaction of at least 3% of the sales price. Funds must be placed into escrow prior to close of escrow and must come from

an acceptable source and be verified and properly documented per Fannie Mae guidelines. The maximum down payment is 20% of the sales price. No all-cash sales will be permitted.

DOWN PAYMENT ASSISTANCE

The City reserves the right to reject down payment assistance products if the City believes, in its sole discretion, that there is a stronger likelihood that the down payment assistance product would potentially result in loss of the BMR home due to the purchaser's inability to comply with the terms of the assistance.

9) Do I have to take a first-time homebuyer class?

Yes, all BMR homebuyers must complete a HUD-approved 8-hour first-time homebuyer education class and receive a certificate of completion prior to the close of escrow. Classes are available through the following organizations and will be accepted from other agencies:

Credit.org: www.ehomeamerica.org/creditorg (online)
ECHO Housing: www.echofairhousing.org, (**free**) (virtual)

10) Are there any residency requirements?

Yes. All household members must be citizens or other national of the United States, an alien lawfully admitted for permanent residence under the Immigration and Nationality Act (the "INA"), an alien granted asylum under section 208 of the Act, or a refugee who is admitted to the United States under section 207 of the INA. H-1B Visa holders are considered temporary residents under PRWORA and are ineligible for the program. Citizenship is based on status at the time of application submission.

11) Do I have to live in the home?

Yes, BMRs require owners to live in the home on a full-time basis.

12) How are Preference Points used in the selection of a household for a BMR home at Dublin Centre?

After being screened for initial eligibility based on household income and household size, Applicant households will be ranked and sorted based on the number of points the Applicant receives under the priorities outlined in the City of Dublin's Guidelines to the Inclusionary Zoning Regulations Ordinance at Section 4.2.4. The point system provides preference to those who live in Dublin, work in Dublin, are public-service employees in Dublin, are seniors, are veterans, are permanently disabled, have an immediate family member who is a Dublin resident, and/or are losing their Dublin home due to conversion or demolition. Please refer to the program guidelines or the City's Application for an Inclusionary Unit (included in this Application Packet) for additional details regarding Preference Point eligibility.

13) If selected for a BMR home, how is it determined which unit I will receive?

Dublin Centre is a phased community as identified below:

Neighborhood	Number of BMR units Available	Building & Lots	Bedroom and Bath Size	Application Closing Date
Townsway (PA-3A), Tract 8452	2	Bldg. 1, Lot 10 Bldg. 2, Lot 17	1BR/1.5 BA 1BR/1.5 BA	November 16, 2026
Townsway (PA-3A), Tract 8452	2	Bldg. 4, Lot 41 Bldg. 4, Lot 43	2BR/2.5 BA 1BR/1.5 BA	Estimated July 2027
Townsway (PA-3A), Tract 8452	2	Bldg. 3, Lot 35 Bldg. 3, Lot 38	3BR/3.5BA 2BR/2.5 BA	Estimated July 2028

Qualified applicants will be ranked in accordance with the Preference Point system. Once a qualified applicant with the highest priority is determined, the applicants may select their preferred unit in sequential order, based on their ranking from the priority list created through the Preference Point system.

14) How is the Priority List maintained?

The priority list order will remain in place from the City for any homes that come back on the market or are available until the next published Application Acceptance time period window. At the next Application Acceptance window, the list will be resorted based on the City's Preference Point System and will include any new applications. If multiple applicants have the same number of preference points, a random drawing will be conducted to determine their ranking.

15) What are some of the cost obligations of owning a BMR home beyond the mortgage payment?

All real property owned is assessed for property taxes. Currently, the basic tax rate is 1.2626% of the assessed value of the property, plus fixed assessments. These taxes are typically collected monthly by the lender and placed in an impound account. The lender will then make the payments to the County Tax Assessor. HOA Dues will also be required to be paid monthly HOA dues will also be required to be paid monthly. Dues are currently subsidized to $190.00 for the Master Association, $210.77 for the Sub-Association, and $68.61 for the trash enclosure, for a total of approximately $469 per month initially. These dues may increase over time, as determined by the HOA Board of Directors.

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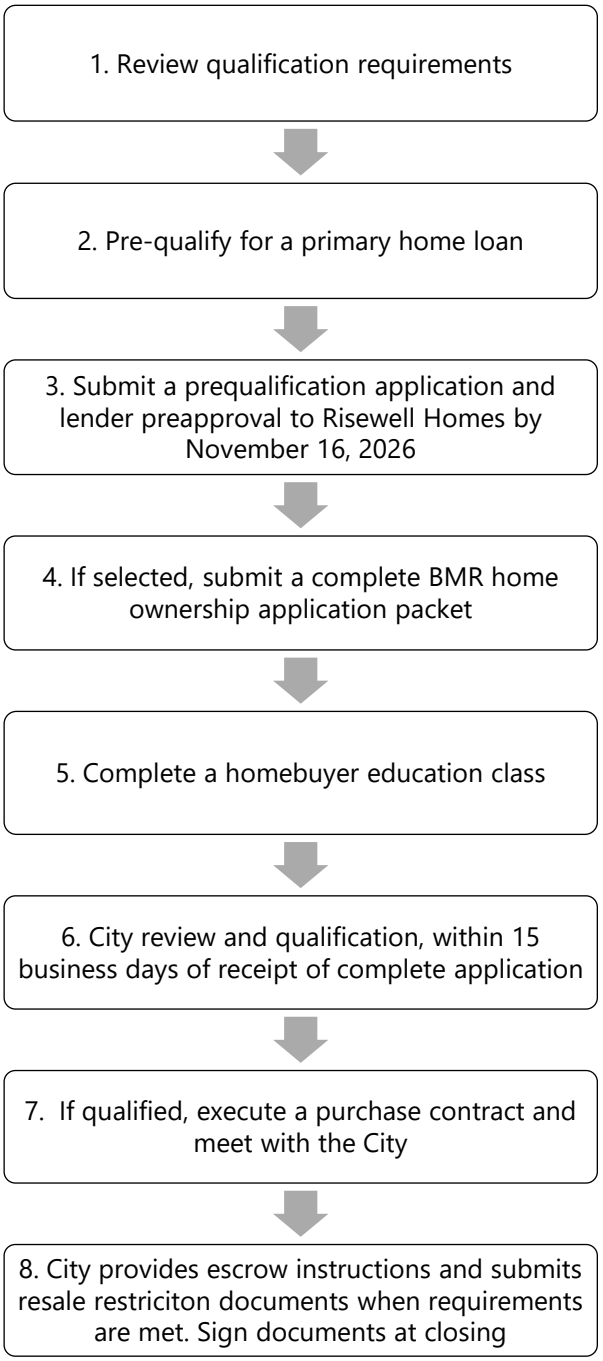
BMR Home Prequalification Application Process



1. **Review qualification requirements.** Thoroughly review this application packet and the City's Program Guidelines to verify that you meet established qualification requirements at www.dublin.ca.gov/housing/guidelines.

2. **Pre-qualify with a Risewell BMR Lender.** Please contact the lenders at the link below or on the next page by November 9, 2026, to allow enough time to submit your application by the due date.
   - www.dublin.ca.gov/DublinCentreBMRlenders

   Submit a prequalification application and lender preapproval by November 16, 2026. Submit a prequalification application and lender preapproval to Rise Housing at application@risehousing.com or at the Townsway Sales Office 3899 Finnian Way, Dublin, CA 94568
   - Monday, October 26, 2026: 12PM-4PM
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   - Monday, November 16, 2026 12PM-4PM

   For questions, contact Rise Housing at (415) 301-5448, by email, or in person.

3. **Complete application packet.** If you are invited by the City to move forward, you will submit an online BMR application and backup documentation to the City's Housing Division. Be sure to include supporting documentation for income and asset verification.

4. **Homebuyer education.** Complete an approved first time homebuyer class.

5. **City review and qualification determination.** The City will make every effort to review your application and qualification materials and determine eligibility within 15 working days of receipt of a complete application.

6. **Execute a purchase contract and meet with the City.** All adult members of the approved household must execute a purchase contract and meet with the City to discuss restrictions and ongoing requirements.

7. **Closing documents.** City staff will prepare escrow instructions and submit them to the escrow officer. You will sign the appropriate City agreements at closing, arranged by the title company, along with your Lender documents.

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Dublin Centre Below Market Rate Lenders

City of Dublin BMR applicants are encouraged to use a lender from this list who is familiar with BMR lending. All lenders on this list can loan in conjunction with the City of Dublin down payment assistance program, First Time Homebuyer Loan Program (FTHLP).

1. CMG Financial, Maryam Sehrgosha, (925) 858-2483, (925) 983-3133, msehrgosha@cmgfi.com

2. CrossCountry Mortgage, Boyd Robinson, (925) 260-9590, boyd.robinson@ccm.com

3. Envoy Mortgage, Kelle Murphy, (925) 642-0900, kmurphy@envoymortgage.com

4. Envoy Mortgage, Cynthia Holthouse, (831) 244-9904, cynthia.holthouse@envoymortgage.com, and Clint Holthouse, 831-901-0182, clint.holthouse@envoymortgage.com, (Mandarin)

5. Xpert Home Lending, Michelle Cockrell, (408) 607-9988, michelle@michellecockrell.com

6. All California Mortgage, Keshia Calimee, (415) 464-8265, Keshia Calimee, kcalimee@allcalifornia.com

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Dublin Preference Points

Only the top-ranked applicants will be asked to show proof of preference points. **Do not submit proof of preference points with this application.**

☐ Dublin resident	Provide a copy of two utility bills (PG&E or water), one from at least a year ago and a recent bill - both showing the applicant with a Dublin address; or a copy of a current rental agreement. *(3 points)*
☐ Employed in Dublin	Provide a copy of your first and most recent pay stub establishing length of employment; or a letter from an employer, on company letterhead, indicating continuous employment for the past 6 months; or if self-employed in Dublin, the business must have a current City business license for at least 6 months at the time of application. Working from home is not considered unless your employer's physical address is in Dublin. *(3 points)*
☐ Public service employee working in Dublin*	Provide a copy of your first and most recent pay stub establishing length of employment; or a letter from your employer, on company letterhead, indicating continuous employment for the past 6 months; or for a newly hired teacher at a State-accredited Dublin school, a copy of the employment contract and a letter from your employer confirming employment and employer contact information. *(1 point)*
☐ Senior (62 or older)	Provide a valid state driver's license, state identification card (with photo), or a valid passport. *(1 point)*
☐ Permanently disabled	Provide a doctor's note confirming that the applicant is permanently disabled; or other verification from a state agency establishing permanent disability status; or verification of receipt of SSI or SSDI. *(1 point)*
☐ Veteran of the U.S. military	A military department record of service, such as an original military service record or certified copy (must contain the length, time, and character of the service). *(1 point)*
☐ Immediate family member lives in Dublin	Copy of two utility bills (PG&E or water), one from at least a year ago and a recent utility bill both showing the immediate family member with a Dublin address; or a copy of the immediate family member's current rental agreement; **and** A copy of birth certificates for self and immediate family member, establishing relationship; or other legal document establishing relationship. *(1 point)*
☐ Required to relocate due to demolition or conversion	Letter from apartment owner or management firm verifying the imminent condominium conversion or demolition of the unit; **and** Confirmation from the City's Community Development Department. *(1 point)*

** A public service employee is a person who is employed by a public agency such as the City of Dublin, a fire fighter or police officer assigned to work in Dublin, BART, DSRDS, or USPS working in Dublin.*

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Dublin Centre Below Market Rate Home Ownership Program

BMR Pre-Qualification Application

Are you applying for the City of Dublin First Time Homebuyer Loan Program? _____

Primary Buyer Mobile Number: _____ Primary Buyer Email Address: _____

Names and ages of all household members:

Name of Household Member	Relationship to Buyer(s)	Date of Birth	If Married, Name of Spouse	Gross Annual Income
	Primary Buyer			

1. Do you have Dublin Preference Points? (Note: 3 points or 1 point per category.)

   Select all that apply:

   ❑ **Dublin resident** (3 points)
   ❑ **Employed in Dublin** (3 points)
   (Physical location of commercial business in Dublin; does not include working from home unless self-employed with a Dublin Business License)
   ❑ **Public service employee in Dublin*** (1 point)
   ❑ **Senior** (62 and over) (1 point)
   ❑ **Permanently disabled** (1 point)
   ❑ **Veteran** (1 point)
   ❑ **Immediate family member lives in Dublin** (1 point)
   ❑ **Required to relocate due to demolition or conversion** of dwelling from rental to for-sale unit (1 point)

   * A public service employee is a person who is employed by a public agency such as the City of Dublin, a firefighter or police officer assigned to work in Dublin, BART, DSRSD, DUSD, or USPS working in Dublin.

   TOTAL POINTS: _____

2. Are all household members U.S. citizens or permanent residents? ❑ Yes ❑ No
3. What is the combined total of all household members' assets? $_____ (max. $250,000)
4. Are all applicants first-time homebuyers? ❑ Yes ❑ No (cannot be on a property title in the past 3 years, regardless of the state or country.)
5. Do all household members listed on this application currently live together? ❑ Yes ❑ No

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- If no, which household members live at a separate address from the Primary Buyer?

_____

6. Have all adult household members completed a homebuyer education course? ❑ Yes ❑ No
7. Does your household meet the home size and occupancy requirements below? ❑ Yes ❑ No

Home Size	Minimum & Maximum Occupancy
1 Bedroom	1 person minimum / 2 person maximum

8. Has the household met the following financing requirements: ❑ Yes ❑ No

   ✓ Minimum 620 credit score; 3 years of clean credit following a bankruptcy, foreclosure, or short sale for the BMR program.

   ✓ *List all three FICO scores from your lender's merged credit report.*

   Borrower: _____ _____ _____ Co-Borrower: _____ _____ _____

   ✓ 3% down payment (Must come from personal funds and be in the buyer's bank account for 3 months, not a gift).

   ✓ Back-End DTI Ratio does not exceed 45%.

9. How much do you plan to contribute toward the down payment? $_____
10. Is the household's annual income within the limit set for this Moderate income? ❑ Yes ❑ No
11. How did you find out about this BMR property (e.g., MLS, City website)?_____

The undersigned hereby represent and warrant that the information provided in this application is true, complete and correct, and the undersigned fully understand that to knowingly make a false or misleading statement or to knowingly fail to disclose material information in or concerning this application, will result in the City's denial of this application, the applicant's disqualification from eligibility for the program, and the possibility of an action for fraud.

_____ _____
Primary Buyer Signature Date

_____ _____
Co-Buyer 1 Signature Date

_____ _____
Co-Buyer 2 Signature Date

_____ _____
Co-Buyer 3 Signature Date