



How to Apply to an HFLS Loan

Step 1: Determine Your Eligibility:

To qualify for an HFLS loan, all applicants must meet the following requirements:

- **Residency:** You must live in NYC’s five boroughs, Westchester, or Long Island.
- **Income:** Your annual pre-tax household income must be at or below HFLS’s moderate-income limits for your household size.

HFLS INCOME LIMITS								
Household Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Income Limit	125,005	142,945	158,700	178,595	192,855	207,115	221,490	235,750

- **Guarantor:** You must have a guarantor(s)—a friend, family member, neighbor, or colleague — who agrees to repay your loan if you become unable to do so for any reason during the loan term.
- Guarantors must:
 - Reside in NY, NJ, or CT.
 - Have an annual pre-tax household income of at least \$30,000.
 - Have good credit (HFLS reviews credit reports but does not check credit scores).

Step 2: Choose the Right Loan for You:

HFLS offers a variety of **interest-free loans** to address community needs.

- Visit [HFLS Loan Programs](#) to explore the different loan options.
- Review the specific application requirements for each loan program.
- When you’ve chosen the loan that fits your needs, click the **“Apply Now”** button at the bottom of the loan program webpage to start your application.

Step 3: Complete the Online Loan Application:

1. Visit [HFLS.org/](https://www.hfls.org/) to access your chosen loan program’s online application.

2. The application takes **10-15 minutes** to complete. *It's important to note that you cannot save your progress and return later.*
 3. Gather the following information and documents in advance:
 - Your **annual pre-tax income**.
 - Start date at your current job.
 - Social Security Number (or enter all 0's if you don't have one).
 - **Photo IDs** for yourself and your spouse/partner (if applicable).
 - A copy of your **checking account statement** (all pages).
 - Your **guarantor's full name and email address**.
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Step 4: Ensure Your Guarantor(s) Completes Their Guarantor(s) Form:

- When you submit your application, your guarantor(s) will receive an **automated email** from HFLS asking them to complete an **online guarantor form**.
 - The loan application will not be considered **fully submitted** until HFLS receives the completed guarantor form(s).
 - **Important Notes:**
 - HFLS only approves one loan per household. If you are married or partnered, your spouse or partner is considered your **co-applicant**.
 - Similarly, if your guarantor is married or partnered, their spouse is considered the **co-guarantor**.
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Step 5: Loan Interview and Document Review:

Within **approximately two weeks** of receiving your completed application and guarantor forms, an HFLS Loan Officer will contact you to schedule a **15-minute loan interview** by phone or Zoom.

During the interview, the Loan Officer will:

- Review your application, ask any follow-up questions as well as answer your questions.
- Ensure that all submitted documents are clear and readable.
- Explain the loan repayment terms, the loan closing process, and your obligations as a borrower if your loan is approved.

After all required information is received, you will receive an **email notification** with one of the following: **Approval**, which includes loan closing paperwork and next steps. **Denial**: Includes an explanation for the decision.

For questions or additional support, visit [HFLS.org](https://www.hfls.org) or contact us at info@hfls.org.