

Texas Veterans Home Improvement Program

SERVING TEXAS VETERANS



VETERANS LAND BOARD

CHAIRWOMAN DAWN BUCKINGHAM, M.D.

Credit Application

For assistance, please contact the Texas Veterans
Land Board toll free at 1-800-252-8387

Last Update: May 8, 2025

Texas Veterans Land Board • Chairwoman Dawn Buckingham, M.D.
Stephen F. Austin Building • 1700 North Congress Avenue • Austin, Texas 78701-1496
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Texas Veterans Home Improvement Program



- ❖ The Texas Veterans Home Improvement Program offers eligible Texas veterans loans up to \$50,000 for improvements to their existing primary residence at a fixed interest rate. Loans of \$25,000 or less will be insured by FHA.
- ❖ Financing for 2 to 20 years.
- ❖ No down payment and no penalty for early payoff.
- ❖ All loans are subject to FHA guidelines and requirements.
- ❖ Texas Veterans Land Board (VLB) must be in a first lien position for loans over \$25,000.
- ❖ All loans must close either at a title company or attorney's office.
- ❖ All loans are subject to credit approval.

Enclosed is the following information:

- Checklist – Loan Procedure Information
- Uniform Residential Loan Application (URLA - Fannie Mae 1003)
URLA - Continuation Sheet (Add a short description of the improvements in the Additional Information section).
URLA - Lender Loan Information (This section is completed by VLB)
HUD Addendum to Uniform Residential Loan Application for Title I Loans (HUD-92900-TI)
- Information Disclosure Authorization
- List of eligible and ineligible improvements

NOTICE:

Modular or manufactured homes that are on a permanent foundation and are part of the real estate may also be eligible, but the final decision on these types of loans will be determined by the VLB.

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Loan Procedure Information Checklist

A. The following documents and fees must be submitted to the Texas Veterans Land Board (VLB) with your loan application:

Application Forms, completed and signed by veteran and spouse

- ☐ Credit application (URLA - Fannie Mae 1003) and HUD Addendum to URLA for Title I Loans (HUD-92900-TI)
- ☐ Information Disclosure Authorization

Documents related to your income source

If veteran and spouse are:

Employed: your most recent pay statements may be submitted. Pay stubs may not be over 30 days old at time of application. If the borrower or co-borrower has changed employment within the past two years, a copy of W-2 forms may be required

Retired: Submit IRS Form 1099R to document retirement income

Disability or Social Security income: Appropriate award letters and prior year's form 1099R may be submitted to document income

VA Compensation income: Appropriate award letter

Self-employed: Last TWO years IRS tax returns, including all schedules may be submitted; if incorporated, two-years' corporate tax returns

Documents concerning the home to be improved

- ☐ Copy of most recent mortgage statement.

Other

- ☐ \$135.00 via personal or cashier's check or money order payable to Texas Veterans Land Board
Payment will cover the cost of the flood zone certification - \$10 and the title search report - \$125.
- ☐ Copy of Driver's license and Social Security card (spouse if applicable)
- ☐ DD-214 military document

B. After the VLB receives the items listed above, a Loan Number will be assigned and disclosures and authorization forms will be mailed to you.

NOTE: NO MATERIALS CAN BE DELIVERED ONSITE NOR CAN CONSTRUCTION BEGIN UNTIL THE FOURTH BUSINESS DAY AFTER CLOSING. ALSO, THE VETERAN CANNOT ADVANCE FUNDS TO THE CONTRACTOR OR PURCHASE MATERIALS UNTIL THE STATE OF TEXAS WARRANT (CHECK) IS RELEASED TO THE VETERAN.

THE LOAN PROCEEDS MUST BE USED ONLY FOR THE PURPOSES DISCLOSED IN THE LOAN APPLICATION AND/OR SELECTED ITEMIZED BID.

PRIOR TO WORK BEGINNING AND UPON COMPLETION OF THE WORK INSPECTIONS WILL BE PERFORMED BY THE VETERANS LAND BOARD

ALL PROPERTY IMPROVEMENTS SHOULD BE COMPLETED WITHIN SIX MONTHS FROM THE DATE OF DISBURSAL OF LOAN PROCEEDS.

C. The following will be due at closing

- 14 months prepaid Title I FHA Insurance if applicable (premium is based on the loan amount)
- Prepaid interest
- Servicing Fee (from contractor) - \$200.00 must be paid by the contractor; cannot be paid by the borrower(s)
- Tax Service Fee (from veteran) - \$87.00 required only if this home improvement loan will be in a first lien position

D. The following will be due upon completion of construction/repairs

- Signed Completion Certificate
- Affidavit of Paid Bills (Contractor)
- Lien Waiver Affidavit (Contractor)

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Information Disclosure Authorization

To Whom It May Concern:

I/We hereby authorize you to release to the Texas Veterans Land Board or its assignees the following information for the purpose of verifying:

- Employment history: dates, title, income, hours, etc.
- Banking and savings accounts of record
- Mortgage loan rating(s), balances, etc.
- Direct loan rating(s) or revolving charge accounts
- Any information deemed necessary in connection with a Consumer Credit Report for transactions which involve real estate

This information is for confidential use in compiling a mortgage credit file for a home improvement loan.

A photographic or carbon copy of this authorization [being a valid copy of the signature(s) of the undersigned] may be deemed to be the equivalent of the original and may be used as a duplicate original.

Your prompt reply will help expedite my real estate transaction.

Thank you,

Borrower's Signature

Social Security Number

Date

Please feel free to contact me at my place of employment.

☐ Yes ☐ No

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Your prompt reply will help expedite my real estate transaction.

Thank you,

Co- Borrower's Signature

Social Security Number

Date

Please feel free to contact me at my place of employment.

☐ Yes ☐ No

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Closing Agent Information

All loans must close either at a title company or an attorney's office. Please complete this form identifying the title company or attorney that will be closing this transaction. Please contact the closing agent prior to completing this form to determine if they can close the transaction. The closing agent may charge you a closing fee.

Title Company or Attorney Assignment

Name	
Mailing Address	
City, State, Zip Code	
Contact Person	
Telephone Number	Fax Number
If the closing agent's mailing address is a Post Office Box/Drawer, please provide the physical address in the space below.	
Physical Address	
City, State, Zip Code	

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Title I Improvements Eligible and Ineligible

Eligible Improvements

A

Acoustical tile
Additions to structures
Air conditioning: central
Attic fans
Awnings: aluminum, canvas, plastic, wood

B

Barns
Basements
Bathrooms: fixtures & connections
Bathtubs: enclosures
Blacktopping
Blinds: venetian, vertical
Blowers: furnace
Bookcases: built-in
Brick shingles or siding
Built-in kitchen equipment
Burglar alarms (hard wire)
Burglar bars/decorative bars (permanent)
Burners: furnace, oil, gas

C

Cabinets
Carpet: wall-to-wall
Carports
Ceilings
Cellars: storm, wine
Chimneys
Coatings: roofing
Composition: flooring, paneling, shingles, siding
Curbing (single family only)

D

Decks/Gazebos (not for hot tub use or around a swimming pool)
Dishwashers (hard wire, hard plumb)
Door chimes
Doors: storm, fire, screen
Downspouts
Drilling: wells (must have previously had water supply)
Driveways
Ducts

E

Electric garage door opener

Electric light fixtures, line, poles
Electric light systems
Elevators
Enlarging the structure
Exhaust fans
Exterior finishing work

F

Fans (permanently attached to structure, non-window)
Fences: chain link, brick, wood, iron
Fireplaces (indoors only)
Floodlights (non-display)
Flooring
Flues
Foundations
Furnaces: coal, floor, gas, oil

G

Garages
Garbage disposal unit
Gas heating systems
Gazebos (on permanent foundation)
Generators (permanently installed)
Grates: furnace
Guardrails
Guttering

H

Heat control devices

I

Incinerators
Insulation
Interior work
Ironing board (permanently installed)

J

Jacuzzi (inside bathroom)
Jalousies

K

Kitchen cabinets: built-in

L

Lattice work
Laundry chutes
Laundry tubs
Lightning rods

M

Meters: electric, water, gas
Moulding, Crown

P

Painting
Paneling
Papering
Partitions

P

Patios
Paving
Piers
Plastering
Plumbing
Pole barns (permanent foundation)
Porches
Pumps

R

Radiators (permanently installed - covers not eligible)
Railings
Registers: heat
Resurfacing
Retaining walls
Roof coating
Roofing

S

Sandblasting
Sanding
Sashes
Screening
Security system (hard wired into electric system)
Sewerage system (septic tank - replacement of existing)
Shingles
Shower doors
Shutters
Sidewalks (private)
Siding: cement, ceramic tile, brick, wood, aluminum
Sills
Sinks
Solar Panels
Solar room/solarium (permanently installed as a sun room, family room)
Solar water heating systems
Spa (permanently installed inside the structure)

Sprinkler systems: fire
Stairs
Stone siding
Storm cellars
Storm panels
Structural changes
Stuccoing
Studding

T

Tanks: storage, septic, water
Tiles: ceiling, ceramic, floor (when permanently affixed), plastic, acoustical
Termite control (with replacement of damage)
Trees (diseased or damaged and hazard to structure on property)
Trestles
Troughs

U

Utility buildings: sheds (permanent masonry or concrete foundation)

V

Venetian/Mini blinds
Ventilation hoods
Ventilation systems
Vents

W

Wall heaters
Wallboards
Walls
Washtubs
Water conditioners, purifiers, softeners, sterilizers (permanently installed in plumbing system)
Water coolers (permanent)
Water heaters
Water towers
Water wells (must have previously had water supply)
Waterproofing
Weather stripping
Windmills (only for furnishing power to residence)
Windows: screen, storm, thermal
Wiring: electric
Wood shingles, siding or paneling

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Title I Improvements Eligible and Ineligible

Ineligible Improvements

A

Air conditioning placed in windows
Asbestos siding

B

Barbecue pits
Barn cleaners
Bathhouses

C

Cabana rooms
Clotheslines and poles

D

Deck around swimming pool
Demolition
Dishwasher (unless part of sink)
Docks, floating
Drills, equipment type
Dumbwaiters

E

Equipment (used commercially or
industrially; farm or dairy)
Exterior hot tubs, saunas, spas, or
whirlpool baths

F

Fire extinguishers
Flower boxes
Food mixers
Free-standing household appliances
Freezers (unless built-in)

G

Greenhouses

H

Hangars (airplane)
Hay dryers

I

Irrigation systems

K

Kennels
Kitchen appliances (designed or
manufactured not to be built into or
permanently affixed to the
structure)

L

Landscaping
Lathes

M

Moving structures (except on same
lot)

O

Orchards
Outdoor fireplaces or hearths
Ovens (unless built-in)

P

Penthouses: new (an improvement to
an existing one is eligible)
Photomurals

R

Refrigerators (unless built-in)

S

Satellite dishes
Swimming pools (or any repairs
in connection with)
Swimming pool enclosures

T

Television antennae
Tree surgery/removal (unless
diseased and hazard to
structure)

V

Valence or cornice boards

W

Waterproofing (pumping or
injecting any substance in the
earth adjacent to or beneath
the foundation or basement
floor)