**Section 302.204 Administration of Program**

The Authority will establish procedures to administer the HAF program, including application process and review that will include the following:

a) applications will be taken via an online application platform; processing staff will review files for program eligibility through applicant attestations, applicant provided documents and servicer provided mortgage information;

b) application controls and due diligence will include:

1) verification of applicant attestations, review of application documentation to ensure eligibility, verification of data provided by Servicers and approval, denial or escalation of application files as appropriate; and

2) review of application records and uploaded documents to validate compliance with the Authority’s procedures (as identified in this Part); and

c) Authority staff will onboard Eligible Servicers, exchange Applicant mortgage or other relevant information, and initiate payments to Eligible Servicers.