



# HOUSE KEYS for Employees (HK4E) Fact Sheet

The Calvert County Board of County Commissioners (BOCC) wants to help the county's workforce realize the dream of home ownership. Calvert County was the first county in Maryland to participate in the state's "House Keys 4 Employees" (HK4E) program, and through it the BOCC provides support to the private sector, local government and public school employees and county residents.

## WHAT IS HK4E?

HK4E is managed and administered by the Department of Housing and Community Development (DHCD) and is an employer partnership program to help Maryland's workforce become homeowners through a creative match program with the state.

HK4E enables eligible homebuyers to receive additional down payment and/or closing cost assistance on the purchase of a first home.

## WHO QUALIFIES?

Any borrower who receives a contribution for down payment and/or closing cost assistance from a participating employer, local government, union or non-profit agency and meets the eligibility criteria under the Maryland Mortgage Program (MMP), may participate in HK4E.

To receive the Calvert County contribution, purchasers must be a first-time homebuyer and purchase a home in Calvert County, regardless of where their employer is located.

## HOW DOES IT WORK?

The employer's contribution toward closing and down payment costs may be matched up to \$2,500 by Calvert County Government (for a total local assistance amount of up to \$5,000). The DHCD will then match local contributions dollar-for-dollar, up to \$2,500. The DHCD match is in the form of a zero percent deferred loan that is repayable at the time of payoff or refinance, or upon the sale or transfer of the house. DHCD also offers additional closing cost assistance programs.

## EXAMPLE

Through a combination of state and local funds, eligible borrowers could receive up to \$8,500 toward closing and down payment costs for the purchase of a \$250,000 home\*:

Participating Employer Contribution	\$2,500
Calvert County Government Match	\$2,500
HK4E State Match	\$2,500
Smart Keys 4 Employees State Match	\$1,000

\*Terms, conditions and special eligibility requirements apply. Visit [mmp.maryland.gov/pages/default.aspx](http://mmp.maryland.gov/pages/default.aspx) for full details.

## PARTICIPATING EMPLOYERS:

Some of the participating local employers in this program are the Calvert County Government, Calvert County Public School System, Royale Dining Services and Chaney Enterprises. For information about signing on with your employer, visit [mmp.maryland.gov/Pages/Partner-Employers.aspx](http://mmp.maryland.gov/Pages/Partner-Employers.aspx).

## LOCAL CONTACT INFORMATION:

### FOR HOME BUYERS

Calvert County Department of Community Resources  
Lorraine Joyner  
410-535-1600, ext. 8803  
E-mail: [Lorraine.Joyner@calvertcountymd.gov](mailto:Lorraine.Joyner@calvertcountymd.gov)  
Website: [www.calvertcountymd.gov](http://www.calvertcountymd.gov)

### FOR BUSINESS OWNERS

Calvert County Department of Economic Development  
Kathy MacAdams  
410-535-4583  
E-mail: [Kathy.MacAdams@calvertcountymd.gov](mailto:Kathy.MacAdams@calvertcountymd.gov)  
Website: [www.ecalvert.com](http://www.ecalvert.com)