



# Homeownership Initiatives (HOP, NIP, AMP)

## FHLBI.GIVES User Registration Form

This form is to be used when adding or deleting users from the FHLBI.GIVES system outside of the annual registration process. Please complete the form in its entirety with the proper signature.

Applications for the Homeownership Initiatives must be submitted through FHLBI.GIVES. There are two roles in the system:

- **Submitter** – can assemble applications, follow up on questions from the Bank, and submit returns of funds to the Bank. **Unless designated as an Authorized Signer below, users will be enrolled as Submitters.**
- **Authorized Signer** – can perform all tasks available to the Submitter but must also review and certify all new applications before they are submitted to the Bank. **This person is not required to be listed on Member’s Certified Resolution for Advances held at the Bank.**

### Users to be Added or Deleted from FHLBI.GIVES:

**For deletions, list the person’s name and type “delete” into the mobile phone # field.**

Full Name	Email	Mobile Phone # (required for Duo Mobile MFA)	Authorized Signer

*\*The Member is responsible for updating the Bank of any changes of user information or access requirements\**

### **Signature**

The Member represents that the undersigned is fully authorized to sign, and if accepted, agrees to the terms and conditions contained within this document. The signer below must be listed on the Member’s FHLBI “Certified Resolutions for Advances.” Please inquire at [Housing@FHLBI.com](mailto:Housing@FHLBI.com) if unsure about current authorizations.

**Member Signature**

**Printed Name**

**Date**

**Please email the signed document to: [housing@fhlbi.com](mailto:housing@fhlbi.com)**

The Submitter(s) and Authorized Signer(s) designated may only access the FHLBI.GIVES platform for the purposes of the Agreement. Member shall not do any of the following, and shall cause each of the Submitter(s) and Authorized Signer(s) not to do any of the following: (a) directly or indirectly grant access to the FHLBI.GIVES portal to or for the benefit of any third party (including in a time-sharing or service bureau environment); (b) change, modify or alter the FHLBI.GIVES platform; (c) attempt to interfere with or intentionally disrupt use of the FHLBI.GIVES platform; (d) disclose any passwords or other security or authentication device with respect to the FHLBI.GIVES platform to any non-authorized party; (e) use the FHLBI .GIVES platform in any manner which violates applicable laws or regulation, including but not limited to any applicable regulation of the Federal Housing Finance Agency or any successor thereof, or is otherwise fraudulent; (f) harvest or collect any information about other users of the FHLBI.GIVES platform; or (g) remove, conceal or alter any identification, copyright or other proprietary rights, notices or labels located on the FHLBI.GIVES platform. Member is solely responsible for all activity and use of the FHLBI.GIVES platform that occurs under any account or password granted to a Submitter or Authorized Signer designated herein. Member agrees to ensure compliance with the Agreement by each user designated herein and to bear responsibility for any breach of the Agreement by any of them.

Access to the system requires dual authentication via the mobile app DUO®. All users must have a mobile phone to be registered in the system. Member agrees to be solely responsible for obtaining, maintaining and paying for all hardware, software, utilities, network access, facilities, and all telecommunications and other services and equipment (including, but not limited to, any infrastructure necessary to allow its designated users to register and perform dual authentication activities as specified in this paragraph) needed for Member and its users to access and use the FHLBI .GIVES platform and services (collectively, the “Infrastructure”) and for ensuring that such Infrastructure meets the minimum requirements specified by the Bank from time to time to allow continued access to FHLBI .GIVES, including but not limited to any security requirements which might be specified by the Bank with respect to such Infrastructure.

Member shall be solely responsible for the provision, completeness and accuracy of all data and other information entered into the FHLBI .GIVES system by or on behalf of Member. Notwithstanding anything to the contrary in the Agreement, the Bank is not responsible for any error, omission, or inaccuracy of or based on or resulting from data or other information provided by or on behalf of Member.

The Bank shall provide designated users identified herein with usernames and passwords or other security credentials (collectively, the “User Credentials”). Each user must have User Credentials to access the FHLBI.GIVES platform. The Bank reserves the right to suspend or revoke User Credentials or access to or use of the platform in the event of any misuse, abuse, or failure of any user or Member to comply with the terms and conditions of the Agreement. Member (a) is responsible for protecting all User Credentials from disclosure to or discovery by third parties (including, without limitation, affiliates of Member) and any unauthorized use by third parties (including, without limitation, affiliates of Member), (b) shall not provide any User Credentials to any party other than a designated user authorized as set forth herein or updated in an amendment to this Certification which is provided to Bank from time to time, and (c) shall remain fully responsible and liable for (and in no event shall Bank be responsible or liable for) any use, including any misuse, abuse, or unauthorized use, of any User Credentials. Member shall promptly notify the Bank of any actual or suspected misuse or unauthorized use or disclosure to or discovery by third parties of any User Credentials.