

CITY OF PLANTATION

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

FISCAL YEARS COVERED

2013/14, 2014/15, 2015/16

Resolution: 11669

Adoption: April 11, 2013

I. PROGRAM DESCRIPTION: *Chapter 67-37.005 F.A.C. and Section 420.9072, F.S.*

A. Name of the participating local government and Interlocal if Applicable: *Section 420.9072(5),F.S.*

CITY OF PLANTATION

Interlocal : Yes _____ No X_____

Name of participating local government(s) in the Interlocal Agreement;

_____N/A_____

B. Purpose of the program: *Section 420.9072, F.S. and Chapter 67-37.005(3), F.A.C.*

The City of Plantation’s overall goal for its Local Housing Assistance Plan (LHAP) is to meet the housing needs of low to moderate income households and to expand production of and preserve affordable housing. The purpose of the plan is also to further the elements of the City’s comprehensive plan specific to affordable housing.

The SHIP Program mandates that 65% of funded activities must go to homeowner related activities and 75% must go to construction related activities. The remaining available funds, minus program administration may go toward rental activities. Not more than 20% of the funds made available from the local housing distribution may be used for manufactured housing, where allowed by the City Code.

In the LHAP 30% of SHIP funding is set-aside for households at 50% (very low) or lower than the area median income and an additional 30% is set aside for households at 51% to 80% (low income) of the area median income. Up to 30% of SHIP funds will be set aside for those households at 81% to 120 % (moderate income) of the area median income. The LHAP will also track those households that are assisted and who are at 30% or lower than the area median income.

The following homeownership strategies outlined in the City’s Local Housing Assistance Plan include:

- Housing Rehabilitation (Repair)
- Purchase Assistance (Inclusive of Rehabilitation)
- Foreclosure Prevention

The following rental strategies are outlined in the City’s Local Housing Assistance Plan:

- Rental Deposit Program/Eviction Protection

C. Fiscal years covered by the Plan: *Chapter 67-37.002, F.A.C.*

2013/2014

2014/2015

2015/2016

D. Governance: *Chapter 67-37.005(3) and (5)(i) F.A.C. and Section 420.9071(14) F.S.*

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37.007 Florida Administrative Code. Program regulations require that cities and counties comply with applicable statutes and rules.

The SHIP Program does further the housing element of the local government Comprehensive Plan.

The City must at all times be in compliance with applicable statutes and rules of the SHIP program.

E. Local Housing Partnership *Section 420.9072(1)(a), F.S.*

The SHIP Program encourages building active partnerships. The City of Plantation will continue to build and strengthen partnerships with lenders and other financial institutions, builders, and developers, real estate professionals, employers, counseling and educational providers, non-profit organizations, Broward's Continuum of Care (CoC), and any other advocate for low-income persons and community development groups.

F. Leveraging: *Chapter 67-37.007(1)(b)(c), F.A.C. and Section 420.9075(1)(a) and (1)(b3, and (1)(c), F.S.*

The City of Plantation Local Housing Assistance Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide a local match to obtain federal housing grants or programs.

The City intends to leverage funds with Community Development Block Grant (CDBG), HOME Investment Partnership dollars it receives as a member of the Broward County Home Consortium, and Neighborhood Stabilization Program (NSP). Other resources such as SAIL, HOP, Local Income Housing Tax Credit, CWHIP, County, State and Local Bond, and Private Resources may be leveraged as well.

When funds are leveraged and there are different eligibility requirements, the most restrictive requirements will apply.

G. Public Input: *Chapter 67-37.005(3), F.A.C.*

Public input for the completion of the LHAP was solicited through advertising the Local Housing Assistance Plan Public Workshop for all parties interested in the development of the City's Local Housing Assistance Plan. The notice was published in a newspaper with general circulation. The LHAP was also distributed to a network of local community development and housing providers for review and input. The LHAP was also presented to the City Council, with a public hearing held prior to adoption. If the City's LHAP needs amending, the City will utilize the strategies above and may seek additional methods of obtaining public input through methods outlined in its adopted Citizen Participation Plan.

H. Advertising and Outreach *Chapter 67-37.005(6)(a), F.A.C.*

The City of Plantation or its administrative representative shall advertise the notice of funding availability in a newspaper of general circulation and periodicals.

The City may conduct additional advertising and outreach as outlined in its adopted Citizen Participation Plan. If funding is not available due to a waiting list, no notice of funding will be necessary or published by the City.

To ensure that information about programs reach the communities in which they are targeted for, the City will conduct outreach in the form of homeownership fairs, attendance at community meetings, direct mail, and any other method that is deemed effective.

I. Discrimination: *Section 420.9075(3)(c), F.S.*

In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, creed, religion, color, age, sex, marital status, familial status, national origin, or handicap in the award application process for eligible housing. The City's housing programs affirmatively further fair housing.

J. Support Services and Counseling: *Chapter 67-37.005(5)(g), F.A.C.*

Support services are available from various sources. Available support services may include but are not limited to:

- Homeownership Counseling (Pre and Post),
- Budget/Credit Counseling,
- Construction Services Home Inspections and Work Specifications for Rehabilitation/Barrier Free-Accessibility Modifications,
- Tenant Counseling.

K. Purchase Price Limits: *Section 420.9075(4)(c), F.S. and Chapter 67-37.007(6) F.A.C.*

The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that which is calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The limits utilized for **non development** housing

assistance by the City of Plantation will correspond with the maximum limit established by the U.S. Treasury Department and will change accordingly as these limits change. No assistance will be provided to new or existing homes that exceed this cap.

Acquisition-Rehabilitation and New Construction related strategies in which assistance will be provided to a private or non-profit developer will be expected to demonstrate that the project(s) are affordable to low and moderate income households, meaning that no more than 30% of the household's income should go towards housing related expenses. Developer assisted projects that demonstrate affordability to low and moderate income households, using the definition above, will be considered for SHIP funding assistance. These projects shall receive priority consideration for funding.

The purchase price limit, that is established by the U.S. Treasury Department, is not to be misconstrued as the target price for affordable housing in the City of Plantation. One of the objectives of the City's housing program is not to develop policies that concentrate income groups within the City into one area. Raising the limits promotes housing choices for purchase assistance applicants, promotes mixed-income communities and provides an opportunity to assist more owner-occupied households in areas where assessed housing values have greatly appreciated but residents still fall into very low, low and moderate income categories based on income data provided by the Federal government.

The methodology used by the CITY OF PLANTATION is:
 Bond Study Numbers provided by Florida Housing Finance Corporation
 Independent Study (copy attached)
 U.S. Treasury Department
 Local HFA Numbers

The purchase price/assessed value limit for:
New Homes: \$391,153 (Or Current 90% Cap)
Existing Homes: \$391,153 (Or Current 90% Cap)

L. Income Limits, Rent Limits and Affordability: *Chapter 67-37.005(5)(e), F.A.C. and Section 420.9071(2), F.S.*

The Income and Rent Limits used in the SHIP Program are updated annually from the Department of Housing and Urban Development and distributed by Florida Housing Finance Corporation. Affordable means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071 (19), (20) and (28), F.S. However, it is not the intent to limit an individual household's ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of

its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

M. Welfare Transition Program:

Should an eligible sponsor be used, the city/county has developed a qualification system and selection criteria for applications for Awards to eligible sponsors, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.

N. Monitoring and First Right of Refusal: *Section 420.9075(3)(e) and (4) (f), F.S.*

In the case of rental housing, the staff or entity that has administrative authority for implementing the Local Housing Assistance Plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides the same monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$3,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored for at least annually for 15 years or the term of assistance which ever is longer unless as specified above.

Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

All strategies will be monitored annually for effectiveness and timely encumbrance and expenditure of funds to determine if the City's Local Housing Assistance Plan needs to be amended to create more effective housing strategies or if funds need to be reallocated.

O. Administrative Budget: *Chapter 67-37.005(6)(f)3, F.A.C..*

A detailed listing including line-item budget of proposed Administrative Expenditures is attached as **Exhibit A**. These are presented on an annual basis for each State fiscal year submitted.

The City finds that the monies deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan. The cost of administering the plan may not exceed 5 percent of the local housing distribution monies and program income deposited into the trust fund. A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.

The City of Plantation has adopted the above findings in the attached resolution, Exhibit E.

P. Program Administration:

The City of Plantation contracts out the services for the administration of the City's SHIP Program to a consultant who demonstrates knowledge and experience in administering the SHIP Program. The contract was awarded through a Request for Proposals/Competitive Process in accordance with the City's procurement policies. The City's Consultant's are responsible for the following (as outlined in Contract):

- a. Preparation of Local Housing Assistance Plan Including Assisting City with the Development and Revision of Strategies.
- b. Implementation of Local Housing Assistance Plan Strategies.
- c. Facilitate the Selection and Monitoring of Sponsors and Counseling Services.
- d. Maintain SHIP Tracking Report.
- e. Reconcile SHIP Tracking with Finance.
- f. Authorize Payments for SHIP Expenditure.
- g. Conduct Marketing and Outreach of Programs.
- h. Preparation of SHIP Annual Reports.

Q. Essential Services Personnel:

Define in accordance with Rule Chapter 67-37.002(8) F.A.C. and Chapter 67-37.005(8), F.A.C. and Section 420.9075(3)(a) FS.

The City of Plantation defines essential services personnel as any person in need of affordable housing who is a permanent employee (excluding temporary and on-call employees) of a company or organization located within Broward County, which falls into one of the following sectors or codes as defined within the North American Industry Classification System (NAICS), published by the U.S. Department of Labor:

Sector 61: Education Services
Sector 62: Health Care and Social Assistance
Section 72: Accommodation and Food Services
Sector 81: Other Services (Except Public Administration)
Code 485: Transit and Ground Passenger Transportation
Code 922: Justice, public order, and safety activities

- R.** Section 420.9075(3)(d), F.S.: Requires counties and eligible municipalities to describe initiatives in their local housing assistance plans that encourage or require innovative design, green building principles, storm resistant construction or other elements that reduce long term costs relating to maintenance, utilities or insurance. Provide a brief description as required:

Green Initiatives

In accordance with Section 420.9075(3)(d) F.S., the City will incorporate the following green initiatives into rehabilitation and new construction activities where cost feasible.

Energy conservation

- Energy star qualified appliances – refrigerators, stoves, water heaters,
- Ceiling fans in living and bed rooms
- Motion sensors light switches
- Cool roofing – single polymer cover or elastomeric coating
- Programmable thermostat

Water conservation

- WaterSense Faucets
- WaterSense Toilets
- WaterSense Shower heads

Healthy environment

- Green Label Certified Floor coverings
- Mold/Lead/Asbestos Removal

Durability

- Extended warranty items
- Quality standards for materials

Access & transportation

- New construction projects that are accessible by public transportation.

Special Housing Needs

In accordance with **Section 420.9075(1)(a), F.S.**, the City will address the following special needs

Elderly (Households 62 years of age or older)

Safety oriented- visual/texture cues to indicate stairs, redundant visual and audio alarms
Equitable use – Altering existing structures to make them more user friendly, i.e., adapting sidewalks and stairs to be wheelchair accessible

Low physical effort – adapting home to make it physically easier for client to achieve daily tasks, i.e. lighter doors (fiberglass instead of steel), impact glass instead of panel shutters.

Persons with disabilities

Accessibility - Home modifications to make homes more accessible.

Approach and Use – Modifying homes so that all items are appropriate size and space is provided to access regardless of clients size, posture, or mobility.

Homeless

The City will continue to work with the County Continuum of Care (CoC) to address the needs of the City's homeless population.

Youth Aging Out of Foster Care

In accordance with SHIP rule 67-37.002(21) , the City will include Youth Aging out of Foster Care as a special needs group to receive priority assistance.

II. LHAP HOUSING STRATEGIES: *Chapter 67-37.005(5), F.A.C.*

A. Name of the Strategy: RESIDENTIAL REHABILITATION

- a. Summary of the Strategy:** The Owner Occupied Housing Rehabilitation Program is designed to assist owner-occupied residential properties. Eligible properties include, single family, condos, townhomes, and villas, manufactured homes with the DCA seal. This program is a multiple strategy program. The primary purpose of the program is to provide repairs necessary to provide safe and decent housing, eliminate any instances of substandard housing, and preserve the City's affordable housing stock. Activities include owner-occupied comprehensive repairs/improvements and emergency repairs. Demolition/reconstruction of code related repairs may be addressed as part of a comprehensive or emergency repair.

Loan funds shall be used to fund the following repairs/improvements.

1. Eliminate building code violations.
2. Abate any health and safety issues in the home.
3. Repair, upgrade, or replace major building systems, as necessary. Major building systems include: Structural, Electrical, Plumbing, Heating, Ventilation, Air Conditioning and Sewer Systems.
4. To prevent weather penetration and promote energy efficiency including the use of Energy Star products in the home.
5. Provide non-luxury general improvements that improve conditions and structure of the home.
6. Provide barrier-free accessibility improvements to elderly,

(individuals 62 years old and older), and disabled owner-occupied households. Households where an applicant has a disability will be required to provide an SSI or SSDI award letter or a letter from a doctor, case worker, or other qualified professional stating that the applicant has a disability that requires specific accessibility features, i.e. mobility, or vision/hearing impairment.

7. The only appliances that will be replaced under the program are non-functional or out-dated stoves or refrigerators. The program **will not** replace microwaves or washer/dryers. To the best of the program ability, appliances that are replaced will be replaced with Energy Star rated appliances.
8. Painting will be limited to the exterior of the home. Interior painting will be addressed only as part of interior repair/rehabilitation.
9. Carpet and Flooring – The program will replace carpet with carpet or standard ceramic tile flooring, with evidence that flooring is in need of replacement.. The only time wood flooring will be installed is when wood already exists and deteriorated wood is being replaced.

Comprehensive Repairs and Improvements: Owner-occupied households, assisted in the order in which they applied for the program, will receive a comprehensive inspection and repairs will be comprehensive, addressing only the program priorities above.

Emergency Repairs: In the event a waiting list exists for the program emergency requests will be requested by the City’s consultant to the City for a formal written determination. The City will make the determination whether or not an emergency condition exists. Determination shall be in writing. Work specifications will be written to address only the emergency issue(s).

In cases where emergencies exist and it is later determined that the emergency exists where code violations (in whole or part) exist, the code violation must be addressed in order to address the emergency.

Other repairs including other code violations will be addressed when the applicant is called from the comprehensive waiting list. Emergency repairs must be eligible program repairs as described above. An emergency exists where there is imminent threat to the health or safety of the household occupants.

Demolition/Reconstruction: The City has instances where homeowners purchased units where garages or carports were illegally converted to create additional rooms. These are considered code violations and will be corrected through demolition and brought back to permitted use. If the home is occupied by special needs households, as defined by Chapter 67-37.002(21),F.A.C or instances where overcrowding exists, the City can make the determination to reconstruct to a legal room addition.

Substantial Repairs, Economically Unfeasible Repairs/Replacement Housing:

Inventory of the homes in the City do not suggest that there are structurally unsound units that need to be replaced. However, should a situation like this occur where code, healthy/safety priority repairs are substantial (more than 50% of the value of the home), the unit may be assisted through the City's HOME funded substantial rehabilitation program, if such program is available.

If repairs exceed the cost to replace the home, the home will not be assisted under the City's home repair programs. The City will not undertake any repair activities that require the relocation of household occupants.

The City, at its sole discretion as to the award/improvements to be made, with priority given to code and life threatening or health and safety issues and to owner-occupied households where elderly and disabled residents reside.

Prior to repairs, all homes shall be inspected and work specifications will be written for each project. Inspections and work specifications shall be comprehensive unless in the case where a waiting list exists and an emergency determination has been made by the City.

In these cases, only the emergency issue will be inspected and specifications for the emergency issue will be addressed in the work specification. If the waiting list is open, the applicant can place their name on the list for additional repairs. If the waiting list is closed because demand far exceeds the ability to provide assistance in a reasonable timeframe as determined by program administrator, then the person will have to wait until the list is open or find other means to fix the repairs. Once a waiting list of 100 households exists and all funds have been exhausted, the City will close the list.

Change Orders: Cumulative change orders greater than 10% of the above original contract amount will be paid by City only if those repairs are necessary to correct code violations to meet local property standards, or address issues that could not be accurately assessed before the work started. Change orders will not be granted for purely cosmetic repairs. The City reserves the right to reject a change order that does not address code or property standard issues. Change orders are paid only when prior approval from owner, home inspector, and City is on file.

Where SHIP assistance is leveraged with federal sources and housing units are required to be brought up to code at time of assistance, repairs will be inspected to meet local housing code and local property standards. HOME funds can not be used to leverage SHIP dollars for emergency repairs. In addition when funds are leveraged, lead-based paint, asbestos, environmental and historic preservation regulations will be complied with per the site specific environmental review checklist maintained in each file and part of the City's Environmental Review Record (ERR).

The City intends to leverage SHIP funds, with Community Development Block Grant, HOME Investment Partnership, and other available Federal and State Resources that support rehabilitation activities where feasible.

Repairs are considered complete once all work has been inspected according to specifications or emergency situation specified and necessary building permits have been finalized by the City's building department. Final inspections by the program's inspector will be requested by staff upon receipt of invoice package, final release of liens and owner's satisfaction. Any items not completed per specifications, must be completed and re-inspected prior to close-out.

- b. Fiscal Years Covered:** Fiscal Years 2013/14, 2014/15 and 2015/16.
- c. Income Categories to be served:** Very-low, Low, and Moderate Income.
- d. Maximum award is noted on the Housing Delivery Goals Charts.** The maximum value is \$50,000.
- e. Terms, Recapture and Default:** Assistance is in the form of a ten-year 0% interest deferred payment loan secured by a mortgage and note. The loan is forgivable in its entirety at the end of (10) ten years from the recordation date of mortgage and note. There will be no yearly write-down of the loan. Full repayment of the loan is due if the home is sold, title is transferred or conveyed, or the home ceases to be the primary residence of the owner during the ten (10) year occupancy period.

Sewer connection projects, repair projects, or program costs incurred under \$5,000 will be granted and will not require the signing or recordation of the program's mortgage and note.

Homeowners, who have received comprehensive repair assistance from the City, cannot re-apply for five (5) years, except for cases where emergency repairs are needed as determined by the City's Building Official or his designee or in cases where no waiting list exists and funds are available. Applicants must wait at least a period of 12 months before being eligible to apply for assistance. Maximum assistance will be twice in any 5 year period.

- f. Recipient Selection Criteria:** The Housing Rehabilitation program is citywide and all eligible households are encouraged to complete an application for assistance if they require repair assistance. Applications must be 100% complete to be certified eligible for the program. Additional information may be requested upon review of application to determine program eligibility.

Eligible homeowners will be assisted on a first qualified, first served basis. Homeowners will be assisted within income groups from all eligible applicants based

on funding availability. Special needs households, as defined by Chapter 67-37.002(21), F.A.C will be given first priority. All eligible special needs households, as defined by Chapter 67-37.002(21), F.A.C will be given priority by income level in the following order; very-low, low, and moderate-income levels. If there is a waiting list, residents will be contacted in writing by City's consultant to apply for assistance, in the order in which their name appears on the list. In cases of emergency repairs, eligible homeowners will receive priority over other applicants on a waiting list.

Property must be owner occupied. Verification of ownership, income, homeowners insurance, flood insurance (if required) and payment of property taxes will be conducted to determine eligibility. A warranty deed or quit claim deed will be utilized to verify ownership. Primary residences should maintain homestead exemption. Life Estates also qualify. Hazard and flood insurance should be in place at time of award and be maintained as long as first and/or second mortgage remains on property. If a property is not required to have flood insurance then the file will be documented that flood insurance is not required. In the event property is not insured and there is a severe case of hardship, a waiver will be considered if the project is not leverage with federal funding. Federally assisted projects require flood insurance for properties in a flood zone.

Hardship is defined as where the 1) condition of property makes it uninsurable or 2) at time of application the household had no insurance and housing and insurance expenses exceed 50% of a fixed income household or 3) a special needs households where the housing unit needs repair but does not have required 10% equity in the home.

Mortgage must be current and will be verified with mortgage statement or third party - verification of mortgage.

Title searches will be conducted. There must be evidence that there is no pending foreclosure on the property.

If a household applies to the City's home repair program, meets all the other program requirements, has a fixed rate mortgage that is current at the time of application or a reverse mortgage, no government liens on the property, the home repair application will be processed for assistance with the ability to receive maximum award.

Housing units that have a pending foreclosure (Lis Pendens) from a mortgage company or homeowners/condo association cannot be assisted until resolved. Properties with a lien from the homeowners/condo association also will not be assisted until resolved. Households undergoing a loan modification will not be assisted until the modification is complete and a new mortgage acceptable to the program is provided.

The property's assessed value must not exceed the value noted in the plan for new

and existing homes. The current assessed value indicated on Broward County Property Appraiser's website shall be used to determine the value of the property after SHIP is provided.

Applicants will be required to sign program disclosures, including a conflict of interest disclosure prior to completing application or the application being processed.

When units are assisted in whole or in part with HOME funds all required repairs to meet rehabilitation standards must be addressed.

- g. Sponsor Selection Criteria:** Eligible contractors will be selected through a bid process to perform repairs under this program. Non construction related services will be selected through a bid process or other process in compliance with the City's procurement policies. The selection will be based on certification, experience, past performance and financial stability to perform services. Preference will be given to eligible contractors that employ personnel from the Welfare Transition Program.

The City or City's consultant will maintain a contractor pool in which it openly recruits contractors to participate in the program after pre-screening. All contractors must be licensed with the State of Florida, Department of Business and Professional Regulation and be in good standing with local licensing requirements. Contractors must not appear on the Federal government's Excluded Parties List prior to the award of any contract.

Emphasis on any experience with green housing principles and applications should be highlighted in the application process. Examples of experience with green housing principles and applications include, but are not limited to: certification with the Florida Green Building Coalition or a similar certification program, experience working in coordination with utility company offering energy rebates, or past work implementing the Weatherization Assistance Program.

The City conducts outreach to encourage the participation of Minority and Women Owned enterprises in its housing assistance programs.

Only contractors who have been pre-screened will be allowed to bid on the housing rehabilitation projects. Prior to bidding on the project, contractors must visit each property. The program prohibits contractors from working on the properties of persons they are related to or where other potential conflict of interests may exist.

In instances where a General Contractor is needed to complete repairs such as roof only, plumbing only, or shutters only, the bid quotes from pre-screened contractors will be solicited to make necessary repairs/improvements. Where a General Contractor is not needed, the services of a licensed contractor able to perform the services will be utilized.

- h. Additional Information:** The home must be located within the City limits, In the event of a disaster declared by Executive Order by the President or Governor , and disaster mitigation funds are no longer available, this program will assist with disaster related repairs as well. The program is not designed to remodel, upgrade homes with purely cosmetic repairs or replace working appliances because owner wants to upgrade.

The City's current subordination policy, maintained at the City Clerk's office shall apply for any refinance transactions. This subordination policy may be viewed by the public upon request to the City Clerk.

- i. Additional Considerations: None.**

B. Name of the Strategy: PURCHASE ASSISTANCE

- a. Summary of the Strategy:** The Purchase Assistance Program is created to assist eligible first-time homebuyers with a deferred payment loan to be applied towards the costs of purchasing existing or newly constructed (with a Certificate of Occupancy) eligible affordable housing. Eligible costs include the following: down payment, closing costs, principle buy down, rehabilitation, and other costs associated with purchasing a home. Eligible housing includes single-family homes, townhomes, condominiums, villas, and State certified manufactured homes.
- b. Fiscal Years Covered:** Fiscal Years 2013/14, 2014/15 and 2015/16.
- c. Income Categories to be served:** Very-Low, Low, and Moderate Income.
- d. Maximum award is noted on the Housing Delivery Goals Charts:**
- e. Terms, Recapture and Default:** Assistance will be in the form of a ten year, 0% interest, deferred payment loan secured by a mortgage and note. The loan is forgivable in its entirety at the end of ten (10) years from the date of settlement provided the title remains under the ownership of the original purchaser. There will be no yearly forgiveness of the loan. Full repayment of the loan is due if the home is sold, title is transferred or conveyed, or the home ceases to be the primary residence of the owner during the ten (10) year occupancy period of the property.
- f. Recipient Selection Criteria:** Eligible applicants will be selected in the order in which they applied for the program and assisted on a first qualified and first served basis, within income groups; but special needs households, as defined by Chapter 67-37.002(21), F.A.C will be given first priority. Certificate of homeownership counseling completion is required prior to loan closing.

The applicant must be a first-time homebuyer. A first-time homebuyer is defined as one that has never owned a home, or one that has not owned a home within the last

three years, a single parent with children under the age of 18 who has recently been divorced and displaced, a displaced victim of domestic abuse, or a person displaced as a result of a governmental action. Residents displaced from mobile home parks seeking to purchase a non-mobile home unit will also be considered first-time homebuyers.

Applicants must not own any other property used for residential purposes, and the home to be purchased must be located within the City limits. Applicant must use the mortgage programs offered by the mortgage providers in the City's lenders consortium.

Applicants are responsible for the upfront fee associated with the credit report in the form of a money order.

- g. Sponsor Selection Criteria:** The City of Plantation uses a lender consortium. Participating in the program is open to interested lenders. Lenders must adhere to the guidelines for participating in the program.
- h. Additional Information:** The applicant must contribute a minimum of 1% of the sales price (including pre-pays) towards the purchase of the home. The Purchase Assistance Program cannot be utilized when the seller of the property is providing the financing for the mortgage. Funds may be leveraged with Broward County, HOME, CDBG or other purchase assistance related activities. In the case where bond or County assistance is being provided in conjunction with the City's SHIP funds, the City will take no less than third position in the transaction.

To qualify under the construction set-aside requirement for SHIP, files shall be documented using one of the following ways:

Evidence of repairs or affidavit and/or receipt from sellers that repairs were conducted within twelve (12) months prior to sale of home.

Evidence of repairs completed from inspection reports. Funds will be held in escrow or leveraged from CDBG. Once repairs are completed and inspected, contractor will submit invoice for payment and repairs will be made. Repairs will be completed by pre-screened contractors or general contractors in the contractor's pool.

C. Name of Strategy: FORECLOSURE PREVENTION

- a. Summary of the Strategy:** The foreclosure prevention program is designed to assist households that need immediate financial assistance to stop their homes from being foreclosed or sold for non-payment to a lender or homeowner's association who has initiated foreclosure proceedings. Funds will be provided as a deferred loan to eligible homeowners to assist them in bringing current their first and/or subordinate mortgage payments (Principal, Interest, Taxes and Insurance) Attorneys Fees, Late Fees, HOA, Assessments, and other customary fees. Evidence that mortgage or fee is

no less than 60 days late is required and evidenced by current mortgage statement or applicable statement

b. Fiscal Years Covered: 2013/14, 2014/15 and 2015/16.

c. Income Categories to be Served: Very-Low, Low and Moderate Income

d. Maximum award is noted on the Housing Delivery Goals Chart.

e. Terms, Recapture and Default: Ten (10)year, 0% interest deferred payment loan secured by a mortgage and note. The loan is forgivable in its entirety at the end of ten (10) years from the date of the contract completion, provided the title remains under ownership of the applicant. Full repayment of the loan is due if the home is sold, title is transferred or conveyed, or the home ceases to be the primary residence of the owner during the ten (10) year occupancy period. This is a one time assistance program and homeowners may not re-apply for this assistance, but may apply for assistance such as home repair/improvements if there is equity in property.

f. Recipient Selection Criteria: Eligible homeowners will be selected in the order in which they apply to the program and assisted on a first qualified, first served basis. All special needs households, as defined by Chapter 67-37.002(21), F.A.C will be given priority by income (very-low/low and moderate income) respectively. The applicant(s) must show their ability to continue to maintain their mortgage payment after assistance is given. The City will pay 100% of the delinquent mortgage amount – up to \$10,000. If this is not enough to bring the situation current, the homeowner must pay the remainder to bring the situation current. Applicants must show the non-payment of their mortgage is due to the following eligible reasons:

1. Loss of Pay due to involuntary job loss,
2. Divorce or separation which resulted in temporary loss of income,
3. Death of a spouse which resulted in a temporary loss of income,
4. Sudden unforeseen medical expenses, or
5. Unforeseen emergency home repairs including condo/homeowner association assessments.
- 6) Involuntarily loss of verifiable income from other sources
(Temporary or permanent).

The applicant must undergo and complete budget/credit counseling from an approved credit counseling service. Priority will be given to persons who received prior down payment/purchase or rehabilitation assistance through the City's program

Applicant will be responsible for the overnight courier fee in the form of a money order .This fee is \$25

g. Sponsor Selection Criteria: Credit and Budget Counseling services will be offered through the same entity that provides the services for first time home buyer

applicants. Another sponsor may be selected to provide these counseling services if deemed necessary. Sponsor will have to demonstrate capacity and experience.

h. Additional Information:

None

D. Name of Strategy: RENTAL DEPOSIT – EVICTION PROTECTION PROGRAM

- a. Summary of Strategy:** The City of Plantation will provide financial assistance for households to obtain quality, safe, decent and affordable rental housing. The families must have the income to afford the monthly rental payments as determined by a review of the income documentation provided at time of application. Guidelines similar to debt to income ratios will be used to determine the affordability of the payments. The City will pay for such items as first and last month's rent, security deposit, utility connection/start-ups, up to a maximum of \$3,000. Funds will also be provided to those tenants in danger of being evicted from their current occupied rental units.

On-going rental assistance is not permitted under the SHIP program. Assistance will be limited to a one-time grant not to exceed \$3,000 per household.

- b. Fiscal Years Covered:** 2013/14, 2014/15 and 2015/16.
- c. Income categories served:** Very-Low Income, Low Income and Moderate Income.
- d. Maximum award is noted on the Housing Delivery Goals Chart.**
- e. Terms Recapture and Default.** Assistance will not be secured by a mortgage or promissory note because this is non owner-occupied assistance. Assistance will be in the form of a grant. For this program, the person is assisted, not the unit, **however funds will not be given directly to applicant.**
- f. Recipient Selection Criteria:**

- (1) **Rental Deposit Programs:** Applications will be processed in the order in which they are received. Applicant must be very low to moderate income, (priority given to very low income households and special needs households, as defined by Chapter 67-37.002(21), F.A.C Priority will be given to those individuals who are homeless or at risk of homelessness because of the inability to pay the rental deposit (including first and last month rent). The lease must be for at least one year. Assistance is limited to a one-time award. Applicants cannot rent mobile homes. Eligibility will be performed on an expedited basis and may include alternative forms of documentation, such as current pay stubs and benefit letters, as well as oral verification of employment wages, other income, and assets. Assistance is one time.

Assistance will be provided on a first qualified, first-served basis.

(2) **Eviction Protection Program:** Applicants must meet the following criteria: be very low to moderate income and must be in danger of being evicted from their rental dwelling unit because of late or non-payment due to:

- 1) Loss of Pay due to involuntary job loss,
- 2) Divorce or separation which resulted in temporary loss of income,
- 3) Death of a spouse which resulted in a temporary loss of income,
- 4) Sudden unforeseen medical expenses, or
- 5) Unforeseen emergency home repairs including condo/homeowner association assessments.
- 6) Involuntarily loss of verifiable income from other sources (Temporary or permanent).

Applicants must show that they have the ability to pay the rent after the City's assistance is given without further assistance. Applicants cannot rent mobile homes. Eligibility will be performed on an expedited basis and may include alternative forms of documentation, such as current pay stubs and benefit letters, as well as oral verification of employment wages, other income, and assets. Assistance shall be provided on a first-qualified, first-served basis. Assistance is limited to a one-time award.

g. Sponsor Selection Criteria: This Program will be administered by the City of Plantation and City's consultant, with the assistance of the Community Outreach Program or an Eligible Sponsor if the City decides to use a sponsor to carry-out this program.

h. Additional Information: FHFC rent limits will apply.

E. Name of the Strategy: DISASTER MITIGATION/RECOVERY

a. Summary of the Strategy: SHIP funds may be used to provide emergency repairs to very-low, low and moderate-income households following a disaster as declared by Executive Order of the President or Governor. Funds may be used for items such as, but not limited to, temporary rental assistance (up to 6 months), emergency interim repairs for eligible households to avoid further damage, tree and debris removal required to make the individual housing unit habitable, condos and homeowner's assessments for post disaster repair, post disaster assistance for eligible non-insured repairs and soft costs required to process assistance applications. This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered.

Deductibles: In the event of a disaster, the City of Plantation is able to assist

individual income eligible households with insurance deductibles for eligible disaster related damage up to \$5,000. This form of assistance will occur only after the income eligible household applies to participate in the City's Residential Rehabilitation Program. Storm related property damage will be assessed and an estimate will be prepared by the City's inspector. Any expense in excess of the actual deductible is the responsibility of the homeowner. All other Residential Rehabilitation Program guidelines apply.

- b. Fiscal Years Covered:** 2013/14, 2014/15 and 2015/16.
- c. Income Categories to be served:** Very-Low, Low, and Moderate Income.
- d. Maximum award is noted on the Housing Delivery Goals Charts.**
- e. Terms, Recapture and Default:** Ten-year, 0% interest deferred payment loan secured by a mortgage and note. The loan is forgivable in its entirety at the end of ten (10) years from the date of the contract completion, provided the title remains under ownership of the original purchaser. Balance of loan is due if the home is sold, title is transferred or conveyed, or the home ceases to be the primary residence of the applicant during the ten (10) year occupancy period.
- f. Recipient Selection Criteria:** Eligible applicants will be selected on a first qualified and first served basis, within income groups. If no names are on the registry, applicants who request disaster mitigation assistance will be assisted. Applications for disaster assistance will be given priority above others on a waiting list for other strategies. Eligibility will be performed on an expedited basis and may include alternative forms of documentation, such as current pay stubs and benefit letters, as well as oral verification of employment wages, other income, and assets.
- g. Additional Information:** Funds will not be allocated to this strategy except in the case of a federal or state disaster. SHIP funds may leverage other federal and/or state emergency programs. The expenditure of funds must be for eligible activities as permitted by SHIP statute, rule and/or emergency rule as published by the Florida Housing Finance Corporation.

The Corporation shall disburse funds for disaster relief proportionately as provided in Section 420.9073(2)(b), F.S. Local governments may use unencumbered SHIP funds to carry out activities of disaster relief. Recipients of SHIP funds under a local government's disaster strategy shall be required to verify income by executing a Disaster Self Certification of Income Form (08/04), hereby adopted and incorporated by reference with an effective date of 1-30-05 or a local government's form that requires the same information. Pay check stubs and other forms of proof are required, if available.

Other documentation required for SHIP income qualification may be waived if available.

III. LHAP INCENTIVE STRATEGIES: *Section 420.9071(16), F.S.*

A. Name of the Strategy: EXPEDITED PERMITTING:

Permits as defined in s. 163.3164(7) and (8) for affordable housing projects are expedited to a greater degree than other projects.

a. Established policy and procedures:

Pursuant to the City's adoption of expedited permitting for affordable housing, the City's Building Department currently has a policy memo directing staff and inspectors to expedite permits related to structures that qualify as affordable housing.

Most permit applications can be walked through or at most take up to one business day.

In addition, the following new procedures will be implemented:

1. All contractors for the minor home repair program will be provided the opportunity to submit the final scope of work, i.e. contract with the homeowner, to Community Redevelopment Associates of FL, Inc. (CRA) to be stamped as expedited. This "EXPEDITE" stamp will identify the job as eligible for the expedited permitting process when it is submitted to the City's Building Department to apply for permits.
2. The Building Department will continue to implement the expedited permitting process for projects that are identified with an "EXPEDITE" stamp from Community Redevelopment Associates of FL, Inc. as eligible affordable housing projects and all others that are so identified by staff.
3. In addition, as the permits are entered into the permit tracking system, a notice will be entered designating that the permit has priority status.
4. Expedited permit applications will be monitored to ensure movement through the system in a timely manner.
5. Developers who are constructing homes and have any type of public funding assisting the project are also eligible for expedited permitting.
6. City Department Heads may identify eligible projects during the plan review process and make the expedited permitting available by referring the developer to the Planning, Zoning and Economic Development Department and/or Community Redevelopment Associates of FL, Inc. All referrals shall be documented.

B. Name of the Strategy: ONGOING REVIEW PROCESS

An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption.

a. Established policy and procedures:

City of Plantation LHAP 2013/14, 2014/15, 2015/16

The affordable housing committee recommended that as part of the public participation process by the City Council, the impact of any policies, procedures, ordinances, regulations or plan revisions be considered with respect to any significant impact on the cost of housing.

In addition to the above, the following steps are to be incorporated into the current review process:

1. Notification will be made to Department directors to inform them of the types of items that could affect the affordability of housing so they may identify them early in the review process.
2. Once an item has been identified as having a potential impact, an analysis must be done to determine the impact, if any, and how it may be mitigated. If an impact is anticipated, this analysis should be done by the Department that generated the legislation with subsequent review by the Planning, Zoning and Economic Development Director and/or consultant.
3. The determination should be indicated in the staff report to City Council. If it is determined that there will be no impact, it should be indicated in the staff report. If there will be an impact, the value of the impact and how it will be mitigated should be stated. This will serve to formally document Notification will be made to Department Directors to inform the review process. This will constitute the formal process ensuring documented review of legislation potentially affecting the affordability of housing and the expediting of permits related to the construction or rehabilitation of affordable housing.

C. Name of Strategy: PREPARATION OF A PRINTED INVENTORY OF LOCALLY OWNED PUBLIC LANDS SUITABLE FOR AFFORDABLE HOUSING:

The City will implement this strategy as its State requirement to maintain a printed inventory of locally owned public lands suitable for affordable housing.

a. Established Policy and Procedure:

All City owned properties have been mapped. This inventory map will be maintained and updated as required

D. Name of Strategy: THE SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS AND MAJOR EMPLOYMENT CENTERS AND MIXED USE DEVELOPMENTS:

The City will support development near transportation hubs and major employment centers and mixed use development and implement this strategy as currently permitted in existing policies.

a. Established Policy and Procedure:

- **The Future Land Use (Policy 1.17.10)** establishes mixed use development in the Local Activity Center (LAC) and the Housing Element (Policy 1.7.4) of the City's Comprehensive Plan establishes that the City will coordinate land uses with the transportation system.

The City's Local Activity Center (LAC) and Plantation Midtown are examples of form-based zoning that is intended to promote compact, mixed use development through the use of flexible design standards and guidelines.

Some other policies are listed from the City's Comprehensive Plan that are related to this incentive:

- **Future Land Use Element Policy 1.7.7:** Encourage residential developments that will promote pedestrian and mass transit trips thereby reducing the number of vehicular trips.
- **Future Land Use Element Objective 1.17:** Local Activity Center (LAC). Local Activity Centers shall encourage compact development which includes a mixture of community-serving uses such as commercial, office, employment, civic and institutional, recreation and open space and residential. Development shall be characterized by efficient infrastructure, close-knit neighborhoods and sense of community, preservation of natural systems, promotion of pedestrian circulation and convenient access to mass transit facilities.
- **Future Land Use Element Objective 1.18:** Encourage innovation in land planning and site development techniques by achieving an on-site mix of residential and commercial uses and by promoting multi-story commercial/office/residential mixed-use development and multi-story office use developments in the Plantation Gateway/CRA and Plantation Midtown redevelopment areas. Multi-story use is as defined by the City's land development code.
- **Future Land Use Element Policy 1.19.2:** The City through its land development regulations identify reforms to facilitate transit oriented development, and review development incentives to encourage higher density, mixed use and transit-oriented development in the Plantation Gateway District.

- **Future Land Use Element Policy 1.19.3:** The City through land development regulations achieve the on-site mixing of residential and commercial uses in the Plantation Gateway and Plantation Midtown Districts. Multi-story use is as defined by the City's land development code.
- **Future Land Use Element Policy 1.19.4:** The City through land development regulations promote multi-story commercial/office/residential mixed-use development and multi-story office use developments in the Plantation Gateway and Plantation Midtown Districts. Multi-story use is as defined by the City's land development code.
- **Transportation Element Objective 1.1:** Continue to maintain, and where feasible improve the functional relationship between the transportation system and the Future Land Use Map to ensure that the multi-modal transportation system safely, conveniently, and efficiently meets the needs of future population densities, land uses, housing and employment patterns.
- **Transportation Element Policy 1.1.14:** Recognizing the interaction with mixed use developments and the resulting internal satisfaction of trips when analyzing the traffic impact of proposed mixed use developments which promote revitalization and redevelopment. Mixed use developments are characterized by three (3) or more significant, mutually supporting, revenue-producing uses with significant physical and functional integration of project components, including uninterrupted pedestrian connections, and that is developed in conformance with a coherent plan.
- **Transportation Element Policy 1.1.15:** The City shall coordinate land uses with the transportation system consistent with the County, subject to the City of Plantation's Future Land Use Map and land development requirements.
 - a) Residential densities in the low to medium ranges should be located with access to existing minor arterial and collector streets.
 - b) Residential densities in the medium to high ranges should be located with adequate access to major and minor arterial roadways, expressways, and public transit routes.

IV. EXHIBITS:

- A. Administrative Budget for each fiscal year covered in the Plan. Exhibit A.**
- B. Timeline for Encumbrance and Expenditure:** *Chapter 67-37.005(6)(d) and (f) F.A.C.*
A separate timeline for each fiscal year covered in this plan is attached as **Exhibit B.**
Program funds will be encumbered by June 30 one year following the end of the applicable state fiscal year. Program funds will be fully expended within 24 months of the end of the applicable State fiscal year.
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the Plan:** *Chapter 67-37.005, F.A.C.*
Completed HDGC for each fiscal year is attached as **Exhibit C.**
- D. Certification Page:** *Chapter 67-37.005(7), F.A.C.*
Signed Certification is attached as **Exhibit D.**
- E. Adopting Resolution:** *Section 420.9072(2)(b)2, F.S.*
Original signed, dated, witnessed or attested adopting resolution is attached as **Exhibit E.**
- F. Program Information Sheet:**
Completed program information sheet is attached as **Exhibit F.**
- G. Ordinance:** *Section 420.9072(3)(a), F.S.*
If changed from the original ordinance, a copy is attached as **Exhibit G.**
- H. Interlocal Agreement:** *Section 420.9072, F.S.*
A copy of the Interlocal Agreement if applicable is attached as **Exhibit H. (N/A)**
- I. Subordination and Refinance Policy Exhibit I.**

LHAP 2013

Exhibit A

67-37.005(1), F.A.C.

Effective Date: 11/09

City of Plantation

Estimated Allocation for Calculating:	\$	33,090.00
<u>Fiscal Year 2013/14</u>		
Salaries and Benefits	\$	1,309.00
Office Supplies and Equipment	\$	500.00
Travel Perdiem Workshops, etc	\$	1,000.00
Advertising	\$	500.00
Other	\$	
Total	\$	3,309.00
<u>Fiscal Year 2014/15</u>		
Salaries and Benefits	\$	1,309.00
Office Supplies and Equipment	\$	500.00
Travel Perdiem Workshops, etc	\$	1,000.00
Advertising	\$	500.00
Other	\$	
Total	\$	3,309.00
<u>Fiscal Year 2015/16</u>		
Salaries and Benefits	\$	1,309.00
Office Supplies and Equipment	\$	500.00
Travel Perdiem Workshops, etc	\$	1,000.00
Advertising	\$	500.00
Other	\$	
Total	\$	3,309.00

TIMETABLE FOR STATE FISCAL YEAR 2015/16

Name of Local Government: CITY OF DEERFIELD BEACH

Program Activities	Year 2015/16												2016/17												2017/18												2018														
	Month	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12								
Advertise Availability of Funds		x																																																	
Application Period(On-Going)		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	X	X	X	X	X	X																										
Start Program Year		x																																																	
Annual Report																x												x																							
Mid-Year Review/Adjustments							x																																												
End-Year Review/Adjustments												x																																							
Encumbrance Deadline																																																			
Expenditure Deadline																																																			
Final Program Review																																																			

Directions: Type in the applicable years across the top line.
 List Program Activities down left hand side. Type in an "X"
 on applicable activity line under month and year the activity will be initiated or completed.
 At a minimum the following activities should be included:

- 1) Advertise availability of funds and application period
- 2) Encumbrance of funds (12 months following end of State Fiscal Year)
- 3) Expenditure of funds (24 months following end of State Fiscal Year).
- 4) Submit Annual Report to FHFC (September 15th)

FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box											
HOUSING DELIVERY GOALS CHART											New Plan:		x									
STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2014/15											Amendment:											
Name of Local Government: City of Plantation											Estimated Fund:	\$33,090.00	Fiscal Yr. Closeout:	2017								
											A	B	C	D	E	F						
Strategy #	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total									
From Plan Text	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units									
A	Housing Residential Rehabilitation	1	\$50,000	0	\$50,000	0	\$50,000		\$29,781.00		\$29,781.00	90.00%	1									
B	Purchase Assistance	0	\$60,000	0	\$50,000	0	\$40,000				\$0.00	0.00%	0									
C	Foreclosure Prevention	0	\$10,000	0	\$10,000	0	\$10,000				\$0.00	0.00%	0									
E	Disaster Mitigation / Recovery	0	\$50,000	0	\$50,000	0	\$50,000				\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
	Subtotal 1 (Home Ownership)	1		0		0		\$0.00	\$29,781.00	\$0.00	\$29,781.00	90.00%	1									
RENTAL STRATEGIES											VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units									
D	Rental Deposit / Eviction Protection	0	\$3,000	0	\$3,000	0	3000			\$0.00	\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
											\$0.00	0.00%	0									
	Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0									
	Administration Fees										\$3,309.00	10.00%										
	Admin. From Program Income											0.00%										
	Home Ownership Counseling											0.00%										
	GRAND TOTAL																					
	Add Subtotals 1 & 2, plus all Admin. & HO Counseling	1		0		0		\$0.00	\$29,781.00	\$0.00	\$33,090.00	100.00%	1									
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									90%											
	Maximum Allowable Purchase Price:							New	\$386,202.60	Existing	\$386,202.60											
	Allocation Breakdown	Amount		%				Projected Program Income:		Max Amount Program Income For		\$0.00										
	Very-Low Income	\$29,781.00		90.0%				Projected Recaptured Funds:														
	Low Income			0.0%				Distribution:		\$33,090.00												
	Moderate Income			0.0%				Total Available Funds:		\$33,090.00												
	TOTAL	\$29,781.00		90.0%								16-Jul-13										

FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box					
HOUSING DELIVERY GOALS CHART											New Plan:	<input checked="" type="checkbox"/>				
STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2015/16											Amendment:					
Name of Local Government: City of Plantation											Estimated Funds	\$33,090.00		Fiscal Yr. Closeout:	2018	
											A	B	C	D	E	F
Strategy #	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total			
From Plan Text	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units			
A	Housing Residential Rehabilitation	1	\$50,000	0	\$50,000	0	\$50,000		\$29,781.00		\$29,781.00	90.00%	1			
B	Purchase Assistance	0	\$60,000	0	\$50,000	0	\$40,000				\$0.00	0.00%	0			
C	Foreclosure Prevention	0	\$10,000	0	\$10,000	0	\$10,000				\$0.00	0.00%	0			
E	Disaster Mitigation / Recovery	0	\$50,000	0	\$50,000	0	\$50,000				\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
Subtotal 1 (Home Ownership)		1		0		0		\$0.00	\$29,781.00	\$0.00	\$29,781.00	90.00%	1			
RENTAL STRATEGIES																
		VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total			
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units			
D	Rental Deposit - Eviction Protection	0	\$3,000	0	\$3,000	0	3000			\$0.00	\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
											\$0.00	0.00%	0			
Subtotal 2 (Non-Home Ownership)		0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Administration Fees											\$3,309.00	10.00%				
Admin. From Program Income												0.00%				
Home Ownership Counseling												0.00%				
GRAND TOTAL																
Add Subtotals 1 & 2, plus all Admin. & HO Counseling		1		0		0		\$0.00	\$29,781.00	\$0.00	\$33,090.00	100.00%	1			
Percentage Construction/Rehab											Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.		90%			
Maximum Allowable Purchase Price:											New	\$386,202.60	Existing	\$386,202.60		
Allocation Breakdown											Amount	%				
Very-Low Income			\$29,781.00		90.0%			Projected Program Income:		Max Amount Program Income For	\$0.00					
Low Income					0.0%			Projected Recaptured Funds:								
Moderate Income					0.0%			Distribution:	\$33,090.00							
TOTAL			\$29,781.00		90.0%			Total Available Funds:	\$33,090.00							
													16-Jul-13			

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Name of Local Government: City of Plantation

- (1) The local government will advertise the availability of SHIP funds, if available, pursuant to Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, creed, religion, color, age, sex, familial or marital status, handicap, or national origin.
- (3) A process for selection of recipients for funds has been developed.
- (4) The eligible municipality or county has developed a qualification system for applications for assistance.
- (5) Recipients of funds will be required to contractually commit to program guidelines.
- (6) The Florida Housing Finance Corporation will be notified promptly if, at any time, the local government (or interlocal entity) will be unable to comply with the provisions the plan.
- (7) The Local Housing Assistance Plan shall provide for the expenditure of SHIP funds within 24 months following the end of the State fiscal year in which they are received.
- (8) The plan conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the Local Housing Assistance Plan.
- (9) Amendments and Technical Revisions to the approved Local Housing Assistance Plan shall be provided to the Corporation within 21 days after adoption.
- (10) The trust fund shall be established with a qualified depository for all SHIP funds as well as moneys generated from activities as program income.
- (11) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (12) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements, copies of the audits will be forwarded to the Corporation by June 30 of each calendar year.

- 13) An interlocal entity shall have its local housing assistance trust fund separately audited for each state fiscal year, and the audit forwarded to the Corporation by June 30.
- 14) SHIP funds will not be pledged for debt service on bonds or as rent subsidies.
- 15) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements. Similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- 16) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to service eligible persons.
- 17) Rental units constructed or rehabilitated with SHIP funds shall be monitored annually for 15 years for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e)
- 18) The Plan meets the requirements of Section 420-907-9079 FS, and Rule Chapter 67-37 FAC, and how each of those requirements shall be met.
- 19) The provisions of Chapter 83-220, Laws of Florida *has not* been implemented.
(except for Miami Dade County)

Susan Dehaene
Witness

Diane Veltri Bendekovic
Chief Elected Official or designee

Eleana T. Bowen

DIANE VELTRI BENDEKOVIC, MAYOR

Witness

Type Name and Title

4/26/13
Date

OR

Attest:
(Seal)

RESOLUTION NO. 11669

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLANTATION FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, as required by section 420.9075, F.S. It is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.

WHEREAS, the Planning, Zoning and Economic Development Department has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the City Council finds that it is in the best interest of the public for the City of Plantation to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANTATION, FLORIDA THAT:

Section 1. The City Council of the City of Plantation hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2013-2014, 2014-2015 and 2015-2016.

Section 2. The Mayor is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

Section 3. Should any section, paragraph, sentence, clause, phrase or other part of this Resolution be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of this Resolution as a whole or any portion or part thereof, other than the part so declared to be invalid.

Section 4. This Resolution shall take effect immediately upon passage by the City Council and signature by the Mayor.

PASSED AND ADOPTED by the City Council this 10th day of April, 2013.

SIGNED by the Mayor this 11 day of April, 2013.


Mayor

ATTEST:


CITY CLERK

APPROVED

DATE

REQUESTED BY: Planning Department 02/13/13

DEPT. OK: _____

ADMIN. OK: _____

ATTY. OK: _____

AS TO FORM ONLY

RECORD ENTRY:

I HEREBY CERTIFY that the Original of the foregoing document was received by the Office of the City Clerk and entered into the Public Record this 16th day of April, 2013.


Susan Slattery, City Clerk

**STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM
PROGRAM INFORMATION SHEET**

The following information must be furnished to the Corporation before any funds can be disbursed.

Local Government	City of Plantation
Chief Elected Official	Mayor Diane Veltri Bendekovic
Address	400 NW 73 rd Street, Plantation Florida, 3317
SHIP Administrator	Community Redevelopment Associates of Florida, Inc.
Address	8569 Pines Blvd, Suite 201, Pembroke Pines, Florida 33024
Telephone	954-431-7866, ext 115
EMAIL	Azebeokhai@crafla.org
Alternate SHIP Contact	Patrick Haggerty, Community Development Grant Coordinator- City of Plantation
Telephone	(954) 797-2656
EMAIL	PHaggerty@plantation.org
Interlocal Agreement (list other local governments in interlocal)	No
Local Government Employer Federal ID #	59-6017775
Disbursement (list bank account information if changed from previous)	
Other Information	

Please attach this form as Exhibit F and submit along with your completed LHAP.