SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)
STATE FISCAL YEARS
2015-2016 / 2016-2017 / 2017-2018

Prepared by:
HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

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Technical Change September 5, 2018
Technical Change March 20, 2019
Technical Change April 26, 2019
Technical Change September 5, 2019

EQUAL HOUSING OPPORTUNITY
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I. **General Program Description:**

A. **Name of the participating local government and Interlocal if Applicable:**

   City of St. Petersburg, Florida

   Interlocal: Yes ___ No ___

B. **Purpose of the program:**

   Creation of the Plan is for the purpose of:
   1. To meet the housing needs of the very low, low and moderate income households;
   2. to expand production of and preserve affordable housing; and
   3. to further the housing element of the local government comprehensive plan specific to affordable housing

C. Fiscal years covered by the Plan: 2015-2016, 2016-2017 and 2017-2018

D. **Governance:**

   The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

E. **Local Housing Partnership:**

   The SHIP Program and the City of St. Petersburg ("City") encourages building active partnerships between government, lenders, builders and developers, real estate professionals, advocates for low-income persons and community groups to promote the development of affordable housing.

F. **Leveraging:**

   The 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 local match to obtain federal housing grants or programs, including the U.S. Department of Housing and Urban Development ("HUD") programs, Community Development Block Grant ("CDBG"), HOME Investment Partnership Program ("HOME"), other state and local programs and private lending institutions.

   Any units or applicants receiving assistance from SHIP and other federal, state or local programs shall be required to comply with any requirements specified by other programs in addition to SHIP Program requirements. In the event the SHIP and other programs have restrictions on the same issue, the more restrictive regulation shall take precedence. If one program is silent on the issue, the program with a regulation on the issue shall apply per Florida Administrative Code 67-37.007(12).

G. **Public Input:**

   Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.
II. **Advertising and Outreach:**
SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

In addition to advertising in the local newspapers, the City publicizes the SHIP Program on the City’s website (www.stpete.org), and on the City’s local government cable channel, with brochure mailings and with presentations to realtors, lenders and local employers to provide housing program information and updates.

I. **Discrimination:**
In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing. In addition to the SHIP funds, the City receives federal funding for housing programs and must comply with the Fair Housing Act. In the administration and implementation of the Comprehensive Housing Program, the City encourages and supports affirmative advertising and marketing programs in which there are no barriers to obtaining housing due to race, religion, color, age, sex, marital status, familial status, national origin, handicap, sexual orientation or gender identity. A copy of the Fair Housing Logo is posted on all communication that is disseminated about housing. The City utilizes CDBG funds to further fair housing outreach and education activities, as call for in the Consolidated Plan.

J. **Support Services and Counseling:**
Support services are available from various sources. Available support services may include but are not limited to: Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling and Transportation, Foreclosure Prevention/Intervention Counseling.

All home buyers who purchase a home, utilizing the City’s programs, must attend and receive a certificate of completion for eight-hours of pre-homebuyer counseling at a City and HUD approved housing counseling agency.

K. **Purchase Price Limits:**
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 calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above. The methodology used is:

- X U.S. Treasury Department
- Local HFA Numbers

The purchase price limit for St. Petersburg, Florida shall not exceed 90% of the average area purchase price established by the U.S. Treasury Department or the annual published HOME Program limits.
L. Income Limits, Rent Limits and Affordability:
The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at www.floridahousing.org.

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, 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, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, 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:
In the case of rental housing, the staff and any 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 annually for no less than 15 years or the term of assistance whichever 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 non-profit organizations for purchase at the current market value for continued occupancy by eligible persons.

O. Administrative Budget:
A line-item budget of proposed Administrative Expenditures is attached as Exhibit A. (City of St. Petersburg, Florida) finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states:
“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.”

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states:
“The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent 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 has adopted the above in the resolution attached as Exhibit E.

P. Program Administration:
Administration of the local housing assistance plan will be wholly performed and maintained by the City of St. Petersburg, Florida. However, there are third party contracts with agencies to provide housing counseling services, processing, underwriting, and closing purchase assistance loans, and rental assistance.

Q. Project Delivery Costs:
Costs associated with completion of all strategies by third party or City staff are as follows:

- Recording Fees and Doc Stamps
- Credit Report
- Ownership and Encumbrance Report
- Termite Inspection
- Surveys
- Lead-Based Paint Inspection/Testing
- Lead Clearance Testing/Exam
- Initial Inspection/Review
- Work Write-Ups
- Cost Estimates
- Construction Inspection and Oversight

R. Essential Service Personnel Definition (required):
“Essential Service Personnel” may include: any household earning up to 120% of area median income (AMI) and employed in the education systems as teachers and educators, other school district employees, community college and university employees; police and fire personnel; health care personnel; accommodation, food services and other tourism trade personnel, general retail and wholesale/warehouse personnel; personnel care service providers (hair, nail and skin services); facility management personnel; jail and prison employees; social service and non-profit employees; skilled building trades personnel, mechanics, and government employees.

S. Describe efforts to incorporate Green Building and Energy Saving products and processes:
The City is committed to the production of energy efficient housing for long term affordability. The City will incorporate energy efficient improvements to reduce energy costs based on funding availability. Specific improvements include: Installation of energy efficient doors and windows; Replacement of heating and/or cooling systems with high energy efficient 15 SEER; Installing R-30 insulation or higher; Energy star appliances and water heaters and low consumption toilets and faucets.

T. Describe efforts to reduce homelessness:
The City currently has a staff person dedicated to working with the Pinellas County Homeless Leadership Board (HLB) to help end homelessness. Through collaboration of all local
jurisdictions and the HLB it is our goal to end homelessness by 2020, making homelessness brief, rare and non-recurring. By way of the Rental Assistance strategy we will be able to assist those in need.

Section II. LHAP Strategies:

A.

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<th>Strategy Name: Purchase Assistance Program</th>
<th>Code:</th>
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a. Summary of the Strategy:

The purpose of the Purchase Assistance Program is to promote homeownership for first time homebuyers. Funds shall be made available to eligible first-time homebuyers to assist with the purchase of a new or existing home. To qualify, applicants must be qualified for and obtain a first mortgage loan from a participating mortgage lender and purchase a home that meets the SHIP Program criteria. Eligible activities under this strategy shall include down payment and closing cost assistance and processing fees to be implemented by eligible subrecipient(s). In accordance with a homebuyer underwriting analysis, only the amount of SHIP subsidy required to close will be awarded. All eligible recipients must complete eight-hours of pre-homeownership counseling, education and training, administered by a HUD approved Housing Counseling Agency.

First Time Home Buyer is defined as:

a) An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time home buyers.

b) A single parent who has only owned with a former spouse while married.

c) An individual who is a displaced homemaker and has only owned with a spouse. A displaced home maker is someone who, while a home maker, owned a home with his or her spouse/domestic partner. A displaced home maker may also be a single parent, whom, while married, owned a home with his or her spouse/domestic partner or resided in a home owned by the spouse/domestic partner. A single parent is an individual who is unmarried or legally separated from a spouse and has none or more minor children for whom the individual has custody or joint custody.

d) An individual who has only owned a principal resident not permanently affixed to a permanent foundation in accordance with applicable regulations.

e) An individual who has only owned a property that was not in compliance with State, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.

f) An individual whose property has been purchased or taken by eminent domain for public purpose by or for a government agency, causing the owner to be displaced.

The definition for “First Time Home Buyer” is taken from the U.S. Department of
Fiscal Years Covered: 2015-2016, 2016-2017 and 2017-2018

Income Categories to be served: Very-Low Income, Low Income and Moderate Income

Maximum award: VLI $21,400 ($20,000 Loan / $1,400 Grant)
LI: $21,400 ($20,000 Loan / $1,400 Grant)
MOD: $11,400 ($10,000 Loan / $1,400 Grant)

Terms of the award: For loans to households up to 80% AMI, a loan shall be made available as an amortizing loan over a term of 240 months at an interest rate of 0%. After 120 months the balance of the loan will be forgiven and satisfied. For households from 81-120% AMI, a loan shall be made available as an amortizing loan over a term of 120 months. Up to $1,400 shall be in the form of a grant.

A mortgage and note is recorded on the property. The recipient is required to own and occupy the property as a principal residence during the compliance period. If the recipient defaults on ownership or occupancy during the compliance period, the remaining balance of the loan at time of default shall become due and payable.

Should a borrower experience an unexpected hardship and cannot fulfill their financial obligation to make monthly payments due on the note, the City from time to time, may modify the terms and conditions of the loan. However, the borrower must continue to maintain homestead exemption and occupy the property as their primary residence throughout the term of the loan. The loan shall remain as a lien until such time that the property is sold or vacated, at which time the entire principal balance of the indebtedness shall be due and payable.

Recipient Selection Criteria: Applications for assistance under this program will be reviewed and approved on a first-qualified, first-served basis, following receipt of an application, income qualification, first mortgage approval, completion of a City-approved homeownership training program as required to determine applicant eligibility.

Subrecipient Selection Criteria and duties, if applicable: The City will issue a Request for Proposals (RFP) for Originating, Processing, Underwriting and Closing loans from HUD certified housing counseling non-profit organizations. Organizations to submit the proposal as outlined in the RFP and initially provide information including, but not limited to, demonstrating experience and qualifications, capacity, resources and references. Additional information to be obtained will include accounting and financial information for project tracking and payment, audit report and financial statements, for evaluation of subrecipient eligibility.

Staff will evaluate each proposal submitted in accordance with the following:

- Compliance with SHIP regulations
- Project risk analysis
- Financial risk analysis
- Past performance
Adherence to SHIP eligibility requirements

h. Additional Information: Not Applicable.

B.

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<th>Strategy Name: Rehabilitation Program</th>
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a. Summary of the Strategy:  
This strategy will provide rehabilitation for SHIP eligible owner-occupied single family households. Priority will be given to households under 80% AMI.

The program is designed to provide assistance to eligible homeowners to improve the health and safety conditions in the unit and to preserve the home. The repair priorities include, but are not limited to roofing, electrical, heating, plumbing, and handicap accessibility, if applicable. Mobile homes are not eligible to receive assistance from this program.


c. Income Categories to be served: Extremely Low, Very Low, Low and Moderate

d. Maximum award: $69,000 ($65,000 Loan / $4,000 Grant)

e. Terms of the award: The funds shall be made available in the form of a 0% interest loan repayable as follows:

- Up to $4,000 as a grant
- 0-30% AMI repay 10% of amount borrowed over 5, 10 or 15 years
- 31%-50% AMI repay 20% of amount borrowed over 5, 10 or 15 years
- 51%-80% AMI repay 30% of amount borrowed over 5, 10 or 15 years
- 81%-120% AMI repay 40% of amount borrowed over 5, 10 or 15 years

At the end of the loan term the remaining loan balance for each income category will be forgiven and satisfied.

A mortgage and note is recorded on the property. The recipient is required to own and occupy the property as a principal residence during the compliance period. If the recipient defaults on ownership or occupancy during the compliance period, the remaining balance of the loan at time of default shall become due and payable.

Should a borrower experience an unexpected hardship and cannot fulfill their financial obligation to make monthly payments due on the note, the City from time to time, may modify the terms and conditions of the loan. However, the borrower must continue to maintain homestead exemption and occupy the property as their primary residence throughout the term of the loan. The loan shall remain as a lien until such time that the property is sold or vacated, at which time the entire principal balance of the indebtedness shall be due and payable.

f. Recipient Selection Criteria: Applications for assistance under this program will be
reviewed and approved on a first qualified, first-served basis.

g. Sponsor Selection Criteria and duties, if applicable: Not Applicable.

h. Additional Information: Not Applicable.

C.

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<th>Strategy Name: Disaster Repair/Mitigation</th>
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a. Summary of the Strategy:
The Disaster Repair/Mitigation strategy will provide assistance in which an emergency or disaster has been declared by executive order, including but not limited to hurricanes, tornadoes, floods, droughts, hazardous materials spills or accidents, wildfires and lightning. The following activities on behalf of eligible homeowners may be provided: Interim repairs to avoid additional property damage, payment of insurance policy deductibles for the insured residence, rehabilitation, new construction or any other eligible activities as provided under Florida Statutes or as authorized by the City. Assistance will only be provided for repairs not covered by insurance or other disaster programs.


c. Income Categories to be served: Extremely Low-Income, Very Low-Income, Low-income, and Moderate-Income

d. Maximum Award is noted on the Housing Delivery Goals Charts

e. Terms of the award:
   Assistance will be 0% interest, forgivable loan up to a fifteen year term if assistance provided is $20,000 or less. In the event that the City is assisting with replacement housing, a recorded note and mortgage will be placed on the property to assist the City in monitoring homeowner occupancy for a period of twenty years. The mortgage amount will be a 0% interest, forgivable payment loan and a satisfaction of mortgage will be recorded after the provisions of the City’s loan have been met, as illustrated below:

- $0-$5,000 forgiven and satisfied after 5 years
- $5,001-$10,000 forgiven and satisfied after 10 years
- $10,001-$20,000 forgiven and satisfied after 15 years
- $20,001 to $100,000 forgiven and satisfied after 20 years

The outstanding loan balance will become due and payable in full if the borrower ceases to occupy the property as their legal homestead and principal residence. The loan is due upon the death of the borrower. However, in the case of an inherited property, where not all heirs reside in the housing, the occupant must be SHIP income eligible and occupy the housing as his or her principal residence and pays all costs associated with ownership and maintenance. If all the aforementioned contingencies are met, an assumption by the heir(s) of the loan may be allowed. All terms of the original mortgage and note shall remain in full force and effect or as modified. All funds repaid shall be considered “program income” as defined in the SHIP statute.
Recipient Selection Criteria: Applications for assistance under this program will be reviewed and approved on a first-qualified, first-serve basis.

Sponsor Selection Criteria and duties, if applicable: Not Applicable.

Additional Information: SHIP funds at all times must be used for eligible applicants and eligible housing. SHIP disaster funds may not be used for purchase or rehabilitation of mobile homes.

D.

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<th>Strategy Name: Barrier Free/Special Needs Program</th>
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a. Summary of the strategy:
The Barrier Free strategy will provide assistance to retrofit eligible owner-occupied single family homes, condominium units, townhome units, cooperative residential units or apartments that are located in the corporate limits of St. Petersburg, to allow functional accessibility for the owner or a member of the household who is physically, visually, or hearing impaired.


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

d. Maximum award: ELI/VLI/LI/MOD: $16,000 owner-occupied ($15,000 Loan / $1,000 Grant)

   ELI/VLI/LI/MOD: $3,000 grant

e. Terms of the award:
Assistance will be in the form of a grant to owner-occupied or rental households in the amount of up to $3,000. For owner-occupied households, a 0% interest loan for assistance will be provided in the amount of $3,001 to $15,000, which is evidenced by a promissory note and secured by a mortgage. The loan will be forgiven and satisfied as illustrated below:

- Up to $4,000 is a grant
- $3,001-$5,000 is forgiven and satisfied after 5 years
- $5,001-$10,000 is forgiven and satisfied after 10 years
- $10,001-$16,000 is forgiven and satisfied after 15 years

The outstanding loan balance will become due and payable in full if the borrower ceases to occupy the property as their legal homestead and principal residence. The loan is due upon the death of the borrower. However, in the case of an inherited property, where not all heirs reside in the housing, the occupant must be SHIP income eligible and occupy the housing as his or her principal residence and pays all costs associated with ownership and maintenance. If all the aforementioned contingencies are met, an assumption by the heir(s) of the loan may be allowed. All terms of the original mortgage and note shall
remain in full force and effect or as modified. All funds repaid shall be considered “program income” as defined in the SHIP statute found at (420.9071(24), Florida Statutes.

f. Recipient Selection Criteria:
Eligible households must have a permanent, full-time member who is a “person with special needs,” as defined in Rule Chapter 67-37.0002(21), F.A.C., and thereafter on a “first-qualified, first-serve” basis.

g. Barrier Free Modifications for Rental Housing:
The Barrier Free modifications may include structural modifications or apparatus that are permanently affixed to the housing unit. Assistance of up to $3,000 will be provided for modifications to rental units occupied by eligible households with authorization provided from the owner of the property in the form of a letter acknowledging ownership and acceptance of structural modifications, and with the tenant by executing a Barrier Free Agreement (scope of work attached) as a grant. There must be a minimum of twelve months remaining on the lease from the date of closing on the grant.

h. Sponsor Selection Criteria and duties, if applicable: The City shall administer the Barrier Free/Special Needs Program.

i. Additional Information: Not Applicable

E.

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<th>Strategy Name: Rental Assistance Program</th>
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a. Summary of the strategy:
The rental assistance strategy will provide assistance to households who are facing eviction, or very low income households with at least one adult who is a person with special needs as defined in F.S. 420.0004 or very low income homeless households as defined in F.S. 420.621. Cost shall include security and utility deposits, up to 3 month’s rent to prevent homelessness, up to 6 month’s rent to rapidly re-house the homeless or assist a household with special needs, and processing fees to be implemented by eligible subrecipient(s).


c. Income Categories to be served: Extremely Low-Income, Very Low-Income and Low income

d. Maximum award: $10,000 Grant

e. Terms of the award:
Assistance will be in the form of a grant to eligible tenant households in the amount of up to $10,000. Eligible costs to include security deposit, monthly rent payments, utility deposits, and processing fees. Assistance provided will be based on the SHIP published rents.

f. Recipient Selection Criteria:
Tenant households must meet the income qualifications and on a “first-qualified, first-served” basis subject to funding availability. Applicants facing eviction must demonstrate that they can afford the monthly rent and utilities for their selected unit.
g. **Subrecipient Selection Criteria and duties, if applicable:** The City will issue a Request for Proposals (RFP) for Rental Assistance from non-profit organizations. Organizations to submit the proposal as outlined in the RFP and initially provide information including, but not limited to, experience with providing rental assistance, documenting income of participants, and references. Additional information to be obtained will include accounting and financial information for project tracking and payment, audit report and financial statements, for evaluation of subrecipient eligibility.

Staff will evaluate each proposal submitted in accordance with the following:

- Compliance with SHIP regulations
- Project risk analysis
- Financial risk analysis
- Capacity
- Past experience working with target population
- Past experience administering similar rental assistance programs
- Project feasibility
- Adherence to SHIP eligibility requirements
- Participation in the Continuum of Care Coordinated Entry system

The duties of the eligible subrecipient may include, but are not limited to application intake, income certification, verification of applicable lease terms, unit inspection, and payment to landlords and utility service providers.

h. **Additional Information:**
- Applicant must have a twelve month lease
- Applicant must be a US citizen or permanent resident
- Unit must be able to pass a Housing Quality Standards (HQS) inspection

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<th><strong>Strategy Name:</strong> Multi-Family Rental Housing Development</th>
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a. **Summary of the Strategy:**
The Multi-Family Rental Housing Development strategy provides financing for the new construction, acquisition and/or substantial rehabilitation of multi-family rental units developed by eligible sponsors or the City. The City encourages leveraging of SHIP funds whenever possible. Units developed are to be occupied by primarily Extremely Low-Income, Very Low-income, and Low-Income occupants. Moderate-income units will only be funded to provide for the opportunity of “mixed-income” housing in a project that also serves extremely low-income, very low-income, and low-income households.

b. **Fiscal Years Covered:** 2015-2016, 2016-2017 and 2017-2018

c. **Income Categories to be served:** Extremely Low-Income, Very Low-Income, Low-income, and Moderate-Income
d. **Maximum award:** $500,000 per project

e. **Terms of the award:**
Developers who provide units for persons who have special needs as defined in Rule 67-37.002(21), F.A.C., shall receive a 0% interest loan. The loan term is set for the period of affordability, which is a minimum of 20 years for new construction (however, longer terms may be approved if a corresponding longer affordability period is required by other lending sources including Florida Housing Finance Corporation) and is secured by a recorded note and mortgage. The loan payments are deferred during the affordability period and the loan is forgiven at the end of the loan term. Multi-family rental housing developments that serve eligible SHIP clients, but do not serve persons who have special needs as defined in Rule 67.37.002(21), F.A.C., shall receive a 0% interest loan which will be partially deferred or amortized over the affordability period, with a portion of the loan forgiven at the end of the affordability period in order to meet the current FHFC discount rate for the LIHTC RFA competition. Eligible sponsors that offer rental housing for sale before the loan term has matured, must give a first right of refusal for a minimum of sixty days to eligible non-profit organizations for purchase at the current market value for continued occupancy by eligible persons. Any transfer is subject to meeting the selection criteria of the City’s Project Review Team (“PRT”), City Council or Mayor, as applicable. If a non-profit agency is not interested in purchasing the property, the property may be sold to a for-profit sponsor and the remaining affordability period is released as the outstanding debt will be required to be repaid. The balance of the loan will be repaid to the City and will be classified as program income (received prior to the loan term). All funds repaid shall be considered “program income” as defined in SHIP statute 420.9071(24), F.S.

f. **Recipient Selection Criteria:** Applicants must be income eligible under SHIP Program guidelines.

g. **Sponsor Selection Criteria and duties, if applicable:**
The City shall administer the Multi-Family Rental Development program. An eligible developer/sponsor may submit applications at any time for assistance based on funding availability.

The criteria to select eligible Sponsors include, but are not limited to the following:

- Ability to proceed and expedite the development in a timely manner
- Sponsor has a management system in place for effective production, costs, and quality control
- Financial capacity to undertake the project, evidenced by a current audit or other documentation that shows stable financial condition
- If previously funded, sponsor has performed successfully
- If incorporated as a non-profit organization, sponsors must be incorporated at least one year before application submission deadline and have 501(c)(3) status from the Internal Revenue Service (IRS) at least one year before application
- Tenant selection capacity
- Sponsor must have the ability to leverage other resources to complete the project
- Submits an application that includes a pro-forma
- Sponsor must have site control and required zoning to receive funding funder
this program
• Sponsor must have affordable housing development experience
• Sponsor’s project must be recommended for approval by the City’s PRT
• Sponsor must submit a monitoring and management plan for review and recommendation to the PRT

h. Additional Information: Not Applicable.

G.

Housing Counseling Program

a. Summary of Strategy:
The City’s Housing and Community Development Department (“HCD”) through its Procurement and Supply Management Department will contract with HUD Certified Housing Counseling agencies to provide comprehensive housing counseling and education programs to the at-large community interested in pursuing affordable housing opportunities.

The program is designed to expand homeownership opportunities and improve access to affordable housing. The program enables any person who wants to own housing to obtain the counseling and resources needed for seeking, financing, and maintaining a home to become successful homeowners.

The program works to prevent homelessness and to promote safe, stable and affordable housing. The program offers advice, information and assistance to clients interested in pre- and post-purchase counseling and homeownership training. To meet this goal, the program offers group counseling as well as over the telephone. Group seminars are conducted to provide general consumer information on the home purchase process, financing options, credit repair, financial literacy and other topics that help meet the goals of homeownership to assist clients with making informed and reasonable decisions regarding their housing needs. The program offers, but is not limited to, counseling and training in the following areas:

• Homebuyer Education and Training;
• Pre and Post Purchase Counseling;
• Foreclosure Prevention; and
• Foreclosure Intervention.

H.

Single-Family New Construction to Assist Developers/Sponsors with Matching Funds  |  Code: 10

a. Summary of Strategy:
The City will assist in the development of an affordable housing unit by providing a developer/sponsor with matching funds to off-set the cost of land acquisition; infrastructure, utility and road improvements; permitting fees; impact fees and other development costs associated with the construction of new single-family residential homes built within the City’s Southside Community Reinvestment Area (CRA) district.
Aggregate assessed and resale values of real property in the CRA have shown minor increases over the past 5 years and the cost of construction continues to escalate beyond the appraised value for which a property can be sold. Providing an incentive to developers/sponsors to construct affordable housing units will assist in the revitalization of the CRA by increasing affordable housing opportunities.

b. Fiscal Years Covered:

FY 2015-2016, FY 2016-2017, FY 2017-2018

c. Income Categorics to be served: Homebuyer – Very-Low Income, Low Income and Moderate Income

d. Maximum Award: $10,000

e. Terms, Recapture, Default:

The matching funds shall be made available to the developer/sponsor in the form of a 0% interest bearing, one-year deferred payment loan. The property shall be made available for sale to an income eligible first time homebuyer who will occupy the property as their homestead and primary residence. The loan to the developer/sponsor will be satisfied at the time clear title is delivered to the income eligible buyer. Should the developer/sponsor not sell the property to an income eligible homebuyer within 12 months from the date the certificate of occupancy is issued, the loan shall be immediately due and payable.

The income eligible homebuyer will be required to purchase the affordable housing unit with a loan provided through the City’s Purchase Assistance strategy. For households up to 80% AMI, a purchase assistance loan in an amount up to $20,000 will be made available to the homebuyer. The loan shall be amortized over a term of 240 months at an interest rate of 0%. After 120 months the balance of the purchase assistance loan will be forgiven and satisfied. For households from 80-120% AMI, loans shall be made available up to $10,000 at 0% interest, amortized over 120 months.

f. Developer/Sponsor Selection Criteria:

• Application for the matching funds will be considered on a first-qualified, first-served basis following the required SHIP advertising period.

• The developer/sponsor must be able to provide evidence that adequate financing has been secured for the construction of the affordable housing unit.

• The developer/sponsor must provide evidence of contractor licensing, adequate insurance coverage, and demonstrate the experience necessary to ensure the completion of the construction.

• The property must be marketed for sale to an income eligible first time homebuyer, including those with special needs, on a first-qualified, first-served basis.

• All SHIP statutory requirements must be met.

g. Additional Information:
The developer/sponsor’s cost of constructing the affordable housing unit must be no less than $100,000. The matching funds will be disbursed to the developer/sponsor at the time the certificate of occupancy is issued. Developer/sponsor will be required to make the affordable housing unit available to a household whose income is at or below 120% AMI.

I.

<table>
<thead>
<tr>
<th>Single-Family Owner-Occupied Rehabilitation Assistance Loan to Single-Family Homeowners</th>
<th>Code: 3</th>
</tr>
</thead>
</table>

a. **Summary of Strategy:**

The City will assist single-family owner-occupied property owners with the cost of home improvements. Property must be located within the City of St. Petersburg’s Southside CRA District.

b. **Fiscal Years Covered:**

FY 2015-2016, FY 2016-2017, FY 2017-2018

c. **Income Categories to be served:** Moderate Income
d. **Maximum Award:** $10,000
e. **Terms, Recapture Default:**

The funds shall be made available in the form of a 0% interest deferred loan for a term of five (5) years. A mortgage and note is recorded on the property. The recipient is required to own and occupy the property as a principal residence during the compliance period. If the recipient defaults on ownership or occupancy during the compliance period, the full balance of the loan at time of default shall become due and payable. A satisfaction of mortgage will be provided to the homeowner at the end of the fifth year of the loan.

f. **Recipient Selection Criteria:**

Applications will be taken on a first-qualified, first-served basis following the required SHIP advertising period and limited to the City meeting SHIP statutory requirements.

g. **Additional Information:**

Assistance will be provided up to 20% of the owner’s investment with a maximum award of $10,000. Prior to commencement of the home improvements, the scope of work for such improvements must be approved by the City’s Housing Rehabilitation Officer and estimates are reviewed to ensure that pricing is fair and not inflated. All improvements must be completed by a licensed and insured contractor. After the owner’s contribution has been verified as expended for the approved and permitted home improvements, disbursement of funds will be provided at certificate of completion.
III. LHAP Incentive Strategies

In addition to the required Incentive Strategy A and Strategy B, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

A. Name of the Strategy: Expedited Permitting (Required)

Implementation: The City will continue the current process of expediting building permit applications as defined in s. 163.3177 (6) (f) (3) for affordable housing projects to a greater degree than other projects.

B. Name of the Strategy: Ongoing Review Process (Required)

Implementation: The Housing Affordability Impact Statement was adopted as one of the original incentives recommended by the first Affordable Housing Advisory Committee (AHAC) and adopted by City Council in 1994. The Impact Statement was included as a requirement in the Housing Element of the comprehensive Plan and was adopted as an official Administrative Policy in 1998. The City will continue the current process by which it considers, before adoption of policies, ordinances, regulations or plan provisions that increases the cost of housing by attaching the Affordable Housing Impact Statement whenever necessary.

C. Name of the Strategy: The allowance of flexibility in densities for affordable housing

Implementation: The City’s land development regulations were amended in 2007 to include the Workforce Housing Density/Intensity Bonus Program, which allows flexibility in densities to encourage the production of more affordable housing.

D. Name of the Strategy: The allowance of affordable accessory residential units in residential zoning districts.

Implementation: the City’s land development regulations were amended in 2007 to allow accessory residential dwelling units, which provide an affordable housing option for residents. The City will continue to implement this incentive as written.

E. Name of the Strategy: The reduction of parking and setback requirements for affordable housing. (New)

Implementation: The AHAC commented that providing community awareness/education of the existing driveway curb and sidewalk variance process would be helpful for future affordable housing developers. The Committee voted at its March 13, 2015 public hearing, to request that City staff, DRC, and City Council evaluate the minimum number of parking spaces required for affordable housing developments, and consider a reduction by-right or through an administrative adjustment.

F. Name of the Strategy: The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

Implementation: The Housing and Community Development (HCD) Department has a list of City-owned properties suitable for affordable housing that it keeps current.
The list contains properties that are subject to income or prior sale restrictions. Also, a current listing of City-owned surplus land that is for sale that does not contain income or prior sale restrictions, some of which may be suitable for affordable housing, can be obtained by calling the Real Estate and Property Management Department at (727) 893-7500 or by visiting the City’s website at http://www.stpete.org/realestate/properties_for_sale.asp.

On or before July 2016, City Council will be asked to approve the then current list combining both of these inventories in accordance with Section 166.0451, Florida Statutes, titled Disposition of Municipal Property for Affordable Housing.

The City set up a Foreclosure Registry in November of 2012. Interested parties can check the foreclosure status of a property by visiting the City’s Website at http://www.stpete.org/ForeclosureRegistry

Also, in response to the estimated 400 dormant/zombie properties known to exist in the City, the City will be aggressively pursuing properties with liens or special assessments that have accumulated above the value of the property. If the City is successful, the property will then be added to the listing of City owned surplus property for sale which is posted on the City’s webpage.

G. Name of the Strategy: The support of development near transportation hubs and major employment centers and mixed-use developments.

Implementation: The City absolutely supports development near transportation hubs and major employment centers moreover, the City supports mixed-use development. In order to be successful, development near transportation hubs and employment centers typically includes a mixture of land uses, as well as higher densities and higher floor area ratios. The City’s land development regulations (LDRs) encourage mixed-use and mixed-income, higher-density development that is concentrated along major corridors and within five designated activity centers: Gateway, Intown/Downtown, Central Plaza, Central Avenue Corridor and Tyrone area. (The City will soon begin the process of designating a sixth activity center along the 34th Street South corridor, between 30th Avenue South and 54th Avenue South, to be known as the Skyway Marina District Activity Center.)

H. Name of the Strategy: The waving of special assessment fees.

Implementation: In order to encourage private investment to improve blighted properties within St. Petersburg that have existing City Special Assessment Liens, the City adopted Resolution 2012-515 establishing the Special Assessment Lien Modification Program. The City will continue to implement this program as written.

I. Name of the Strategy: The identification of existing sources that can be made available to affordable housing developers to provide assistance in locating eligible home buyers and renters for newly constructed affordable housing units.

Implementation: HCD works with a variety of local non-profit housing counseling agencies to assist affordable housing developers to identify eligible buyers and renters. In addition, HCD will continue to participate in the HOPE (Home Ownership for People Everywhere) Expo. The Hope Expo is usually held on the first Saturday in June and is an event that brings together non-profit housing counseling agencies,
lenders, and potential homebuyers.

The Committee requests a slight modification to the City’s Housing web page to add a tab for developers and to remove the words “newly constructed.”

J. Name of the Strategy: **The Rebates for Residential Rehabs Program. (New)**

Implementation: The City adopted this incentive program in 2013 to encourage renovation of existing housing units within a targeted area of the city in order to help provide more affordable housing options for both renters and homebuyers.

K. Name of the Strategy: **The creation of a web page link to provide public access to all of the Affordable Housing Incentives approved by the Committee**

Implementation: The AHAC Committee at their March 13, 2015 public hearing, voted to request that the City’s Marketing Department create a new and prominent link on HCD’s web page to provide public access to all of the Affordable Housing Incentives approved by the Committee.

IV. **EXHIBITS:**

A. Administrative Budget for each fiscal year covered in the Plan.

B. Timeline for Estimated Encumbrance and Expenditure.

C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.

D. Signed Certification.

E. Signed, dated, witnessed or attested adopting resolution.

F. Signed, dated, witnessed or attested amended resolution.

G. Program Information Sheet.

H. Ordinance: (If changed from the original creating ordinance).

I. Interlocal Agreement:
   A copy of the Interlocal Agreement if applicable.
### City of St. Petersburg

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<thead>
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<th>Fiscal Year: 2015-2016</th>
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<td>Salaries and Benefits</td>
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**New Plan:** Yes

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<th>Administration Fees</th>
<th>Home Ownership Counseling/Foreclosure Prevention</th>
<th>Percentage Construction/Rehab</th>
<th>Maximum Allowable Percent</th>
<th>Purchase Price</th>
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**Very Low Income Allocation Breakdown:**
- Amount: $152,000.00
- %: 9.70%

**Low Income Allocation Breakdown:**
- Amount: $150,000.00
- %: 9.54%

**Moderate Income Allocation Breakdown:**
- Amount: $150,000.00
- %: 9.54%

**TOTAL Allocation Breakdown:**
- Amount: $1,561,978.00
- %: 100.0%
**FLORIDA HOUSING FINANCE CORPORATION**  
**HOUSING DELIVERY GOALS CHART**  
**2016-2017**

Name of Local Government: City of St. Petersburg, Florida

| Allocation: | $1,211,978.00 |

**Strategy #**  
From Plan Text  
**HOME OWNERSHIP**  
STRATEGIES (strategy title must be same as the title used in plan text.)

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<th>HOME OWNERSHIP</th>
<th>VLI Units</th>
<th>Max. SHIP Award</th>
<th>LI Units</th>
<th>Max. SHIP Award</th>
<th>MI Units</th>
<th>Max. SHIP Award</th>
<th>New Construction Without Construction Total</th>
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<td>28</td>
<td>10</td>
<td>$550,000.00</td>
<td>$709,000.00</td>
<td>$57,800.00</td>
<td>$1,561,978.00</td>
<td>128.88%</td>
<td></td>
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Percentage Construction/Rehab Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.  
104%

Maximum Allowable  
Purchase Price:  
New | $203,000 |
Existing | $158,000 |

**Allocation Breakdown**  
Amount | % | Projected Program Income: $350,000.00 | Max Amount Program Income For Admin: $17,500.00 |
Very-Low Income | $446,432.00 | 37.9% | Projected Recaptured Funds: $0.00 |
Low Income | $569,630.00 | 47.3% | Distribution: $1,211,978.00 |
Moderate Income | $193,916.00 | 16.3% | Total Available Funds: $1,561,978.00 |

**TOTAL** | 100.0% |
FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2017-2018

Name of Local Government: City of St. Petersburg, Florida

Allocation: $1,211,978.00

<table>
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<tr>
<th>Strategy #</th>
<th>HOME OWNERSHIP</th>
<th>RENTAL</th>
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<td>VLI</td>
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<td>Units</td>
<td>Award</td>
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<td>5</td>
<td>Disaster Relief Assistance</td>
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<tr>
<td>10</td>
<td>Single-Family New Construction to Assist Developers/Sponsors with Matching Funds</td>
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<tr>
<td>3</td>
<td>Single-Family Owner-Occupied Rehabilitation for Homeowners</td>
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<td>Subtotal 1 (Home Ownership)</td>
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<td></td>
<td>Admin. From Program Income</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Home Ownership Counseling/Foreclosure Prevention</td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRAND TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

Percentage Construction/Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt. 104%

Maximum Allowable Purchase Price: New $203,000 Existing $158,000

Allocation Breakdown

<table>
<thead>
<tr>
<th>Component</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very-Low Income</td>
<td>$448,432.00</td>
<td>37.0%</td>
</tr>
<tr>
<td>Low Income</td>
<td>$569,630.00</td>
<td>47.0%</td>
</tr>
<tr>
<td>Moderate Income</td>
<td>$193,916.00</td>
<td>16.0%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>100.0%</td>
</tr>
</tbody>
</table>

Projected Program Income: $350,000.00 Max Amount Program Income For Admin: $17,500.00

Projected Recaptured Funds: $0.00 Distribution: $1,211,978.00

Total Available Funds: $1,561,978.00
CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION

Local Government: City of St. Petersburg, Florida

(1) The local government will advertise the availability of SHIP funds 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 awards.

(5) Recipients of funds will be required to contractually commit to program guidelines.

(6) The Florida Housing Finance Corporation will be notified promptly if 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 to the approved Local Housing Assistance Plan shall be provided to the Corporation with in 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 such as interest earned on loans.

(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 as soon as available.
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 as soon as possible.

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 at least 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 or ___X___ has not been implemented.

Witness: Vanessa Chester

Chief Elected Official or designee: Gary G. Cornwell, City Administrator

Type Name and Title: City Administrator

Date: 4/8/15

Attest: Chan Srinivasa

City Clerk
WHEREAS, the State Housing Initiatives Partnership ("SHIP") Program is created in the State Housing Initiatives Partnership Act, Chapter 420.907 – 420.9079, Florida Statutes ("Act") which provides for allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and
WHEREAS, the SHIP Program transfers documentary stamp revenues to the Florida Housing Finance Corporation and local governments for use in implementing partnership programs to produce and preserve affordable housing; and

WHEREAS, the Act, and Rule Chapter 67-37, Florida Administrative Code, require local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the City’s Affordable Housing Advisory Committee (“AHAC”) met regularly from January through March 2015 to review the incentive strategies set forth in Section 420.9076, Florida Statutes, and to review additional incentive strategies which encourage production and preservation of affordable housing in St. Petersburg; and

WHEREAS, the majority of the AHAC members voted to approve the incentive strategy recommendations after receiving public comment at the March 13, 2015 public hearing; and

WHEREAS, the proposed FY 2015/16 through FY 2017/18 SHIP Local Housing Assistance Plan (“Proposed Plan”) and the SHIP Affordable Housing Advisory Committee’s Affordable Housing Incentive Recommendations Report (“Report”) were presented to the City’s Housing Services Committee on March 26, 2015; and

WHEREAS, the City Council must adopt an amendment to the local housing assistance plan to incorporate, at a minimum, the incentives required under S. 420.9071(16), F.S.; and

WHEREAS, the City must submit the Proposed Plan and the Report to the Florida Housing Finance Corporation for review and approval; and

WHEREAS, pursuant to section 420.9075, F.S., Administration finds that 5 percent (5%) of the SHIP Local Housing Distribution plus five percent (5%) of program income is insufficient to adequately pay the administrative costs of the SHIP Program, and therefore recommends that the City Council authorize up to ten percent (10%) of the City’s SHIP Local Housing Assistance Distribution and ten percent (10%) of the City’s SHIP Program Income to implement and administer the City’s Local Housing Assistance Program; and

WHEREAS, the Administration has determined that the current existing maximum purchase price limits are below the authorized maximum purchase prices allowed by the SHIP Program, and that instituting a procedure whereby the FHA Mortgage Limits or the results of a SHIP approved methodology, whichever is lower, should be used to establish the City’s maximum sale price limit for the SHIP and HOME programs; and that new City maximum purchase prices should be established in the future by the Administration without further action by the St. Petersburg City Council when a new maximum purchase price limit is determined using this procedure.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the City’s Local Housing Assistance Plan under the State Housing Initiatives Partnership (“SHIP”) Program for FY 2015/16 through FY 2017/18 (“Proposed Plan”)
is approved and the SHIP Affordable Housing Advisory Committee's Affordable Housing Incentives Recommendations Report ("Report") is accepted, and the Mayor or his designee is authorized to submit the Proposed Plan including the Housing Incentive Strategies recommended in the Report to the Florida Housing Finance Corporation; to execute all documents necessary to effectuate the Proposed Plan; and to expend funds in accordance with the Proposed Plan, upon its approval by the Florida Housing Finance Corporation; and

BE IT FURTHER RESOLVED that this City Council finds that five percent (5%) of the SHIP Local Housing Distribution plus five percent (5%) of SHIP Program Income is insufficient to pay the administrative costs of the City's SHIP Program and authorizes up to ten percent (10%) of the City's SHIP Local Housing Assistance Distribution plus ten percent (10%) of the City's SHIP Program Income for administrative costs of the City's SHIP Program; and

BE IF FURTHER RESOLVED that this City Council approves a procedure whereby the FHA Mortgage Limits or the results of a SHIP approved methodology; whichever is lower, shall be used to establish the City's maximum purchase price limit under the SHIP and HOME programs, and that new City maximum purchase prices shall be established in the future by the Administration without further action by the St. Petersburg City Council when a new maximum purchase price limit is determined using this procedure.

This Resolution shall become effective immediately upon its adoption.

Adopted at a regular session of the City Council held on the 2nd day of April, 2015.

Charles Gerdes, Chair-Councilmember
Presiding Officer of the City Council

ATTEST: Chan Srinivasa, City Clerk
A RESOLUTION APPROVING AN AMENDMENT ("PLAN AMENDMENT") TO THE CITY'S LOCAL HOUSING ASSISTANCE PLAN UNDER THE STATE HOUSING INITIATIVES PARTNERSHIP ("SHIP") PROGRAM FOR FY 2015-2018 ("CURRENT PLAN"); AUTHORIZING THE SUBMISSION OF THE PLAN AMENDMENT TO THE FLORIDA HOUSING FINANCE CORPORATION ("FHFC"); AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THE CURRENT PLAN AS AMENDED; AND TO EXPEND FUNDS IN ACCORDANCE WITH THE CURRENT PLAN AS AMENDED UPON APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State Housing Initiatives Partnership ("SHIP") Program was created through the William E. Sadowski Affordable Housing Act, Chapter 420.907-420.9079, Florida Statutes; and

WHEREAS, the SHIP Program transfers documentary stamp revenues to the Florida Housing Finance Corporation ("FHFC") and local governments for use in implementing partnership programs to produce and preserve affordable housing; and

WHEREAS, the City has received funding from FHFC to assist low and moderate-income households to preserve and obtain affordable housing; and

WHEREAS, the City conducted a review and comparative analysis of its housing programs among others throughout the State of Florida and has determined that it should include additional incentives to provide to developers who are investing in the City's Southside CRA District; and

WHEREAS, the City has also determined that it is advantageous to make it possible to assist homeowners whose incomes are between 81% to 120% of area median income (AMI) with a loan for rehabilitation of up to 20% of owner's funding (maximum award amount of $10,000) verified as expended for approved and permitted work; and

WHEREAS, Administration has determined that the City's Local Housing Assistance Plan under the State Housing Initiatives Partnership ("SHIP") Program for FY 2015-2018 ("Current Plan") will not allow the City to efficiently utilize available funding to assist moderate income households; and

WHEREAS, Administration has determined that it is in the best interest of the City to make adjustments to the Current Plan which would allow staff to continue to have the ability to efficiently assist moderate income households; and
WHEREAS, Administration has proposed an amendment ("Plan Amendment") to the FY 2015-2018 SHIP Local Housing Assistance Plan ("Current Plan") that will do the following:

1. Add the following two strategies to the Current Plan:
   1) Single-Family New Construction to Assist Developers/Sponsors with Matching Funds
   2) Single-Family Owner-Occupied Rehabilitation Assistance Loan to Single-Family Homeowners who made improvements to their home

2. Increase the amount of Purchase Assistance Program maximum award amount from $16,400 to $17,400;

WHEREAS, the proposed Plan Amendment has been prepared after consultation with City Council’s Housing Services Committee and City Council; and

WHEREAS, the City must submit the proposed Plan Amendment to FHFC for review and approval.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that an amendment ("Plan Amendment") to the City’s Local Housing Assistance Plan under the State Housing Initiatives Partnership ("SHIP") Program for FY 2015-2018 ("Current Plan") is approved and the Mayor or his designee is authorized to submit the Plan Amendment to the Florida Housing Finance Corporation, to execute all documents necessary to effectuate the Current Plan, as amended, and to expend funds in accordance with the Current Plan, as amended, upon approval by the Florida Housing Finance Corporation.

This Resolution shall become effective immediately upon its adoption.

Adopted at a regular session of the City Council held on the 12th day of November, 2015.

Charles Gerdes, Chair-Councilmember
Presiding Officer of the City Council

ATTEST:
Chan Srinivasa, 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.

<table>
<thead>
<tr>
<th>Local Government</th>
<th>City of St. Petersburg, Florida</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Elected Official</td>
<td>Mayor Rick Kriseman</td>
</tr>
<tr>
<td>Address</td>
<td>P.O. Box 2842, St. Petersburg, Florida 33731-2842</td>
</tr>
<tr>
<td>SHIP Administrator</td>
<td>Joshua A. Johnson, Director, Housing &amp; Community Development</td>
</tr>
<tr>
<td>Address</td>
<td>P.O. Box 2842, St. Petersburg, Florida 33731-2842</td>
</tr>
<tr>
<td>Telephone</td>
<td>(727) 892-5585</td>
</tr>
<tr>
<td>EMAIL</td>
<td><a href="mailto:joshua.johnson@stpete.org">joshua.johnson@stpete.org</a></td>
</tr>
<tr>
<td>Alternate SHIP Contact</td>
<td>Terry Salerno, Fiscal Manager</td>
</tr>
<tr>
<td>Telephone</td>
<td>(727) 893-4118</td>
</tr>
<tr>
<td>EMAIL</td>
<td><a href="mailto:terry.salerno@stpete.org">terry.salerno@stpete.org</a></td>
</tr>
<tr>
<td>Local Government Employer Federal ID #</td>
<td>59-6000424</td>
</tr>
<tr>
<td>Other Information</td>
<td></td>
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Please attach this form as Exhibit F and submit along with your completed LHAP.