

CITY OF BRADENTON



SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2023-2024, 2024-2025, 2025-2026



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I. Program Details:

A. LG(s)

Name of Local Government	City of Bradenton
Does this LHAP contain an interlocal agreement?	No
If yes, name of other local government(s)	N/A

B. Purpose of the program:

- To meet the housing needs of the very low, low and moderate-income households;
- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 2023-2024, 2024-2025, 2025-2026

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 encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community-based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

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.

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.

H. 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.

I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time completed applications were submitted as well as any established funding priorities as described in this plan.



The following priorities for funding (very low income, Special Needs, etc.) described/listed here apply to all strategies unless otherwise stated in an individual strategy in Section II:

Special Needs applicants receive a priority in all strategies, followed by very low-income households.

- J. **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.
- K. **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, Foreclosure Counseling and Transportation.
- L. **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 average area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

U.S. Treasury Department	X
Local HFA Numbers	

- M. **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.

- N. **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.
- O. **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 periodic 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 \$10,000 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 nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

- P. **Administrative Budget:** A line-item budget is attached as Exhibit A. The city/county finds that the moneys deposited in the local housing assistance trust fund are necessary 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(19), 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 applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.

- Q. **Program Administration:** Administration of the local housing assistance plan will be performed by:

Entity	Duties	Admin. Fee Percentage
Local Government		10%
Third Party Entity/Sub-recipient		

- R. **First-time Homebuyer Definition:** For any strategies designed for first-time homebuyers, the following definition will apply: *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 homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. 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.*
- S. **Project Delivery Costs:** Project delivery costs will be granted to clients of the housing rehabilitation and housing reconstruction strategies. These project delivery costs may include initial inspections, scope of work development, meeting with contractors on site for the bid process, and construction oversight. These project delivery costs are actual amounts of services and deliverables. Amount for this is \$600 per project.



- T. Essential Service Personnel Definition (ESP):** ESP includes municipal workers, teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, utility workers, licensed child care workers, skilled building trades and active duty military including the Coast Guard and the National Guard.
- U. Describe efforts to incorporate Green Building and Energy Saving products and processes:** The City will work to ensure that projects involving SHIP dollars will incorporate green building and energy saving products and process to the greatest extent possible. The Housing Rehabilitation, Housing Reconstruction, and Multifamily Rental Construction strategies will be most affected by the incorporation of these items. While the following items will be included in these projects, the city will not limit its green building and energy saving activities to these items alone:
1. **Roofs-** Energy Star qualified roof coverings will be used. If necessary, the attic will be insulated to the correct R factor if necessary.
 2. **Windows-** Energy Star qualified impact windows will be used.
 3. **Doors-** Insulated impact-rated exterior doors will be installed. This includes garage lift doors.
 4. **HVAC units** - Energy-Star qualified units will be installed. In addition, a residential load calculation will be completed in order to ensure the HVAC system is properly sized to heat and cool the home.
 5. **Plumbing-** WaterSense products will be used in plumbing repairs.
 6. **Solar power systems-** if customers are interested in having a solar power system installed as part of the rehab work, this can be done. However, the roof will also be assessed for life expectancy' and replaced if necessary, prior to the solar power system being installed.
 7. **Other items-** other items designed to increase the energy efficiency of the home will be considered, based on the scope of work for the project.
- V. Describe efforts to meet the 20% Special Needs set-aside:** Historically, the city has met its special needs set aside primarily through its housing rehabilitation strategy. Housing rehabilitation can include modifications made to the home to increase its livability for a special-needs family member. The City expects this trend to continue. There is a growing population of elderly residents we need to address home modifications for so they can age in place. We have worked with Meals on Wheels for several years, helping to provide meals to those with special needs. Most of these individuals are also very low-income. The City also assisted people with special needs through its multifamily construction/rehabilitation strategy, so it is possible that this could happen in the future, depending on SHIP program funding.
- W. Describe efforts to reduce homelessness:** The city will continue with the rental deposit/eviction protection strategy in this LHAP. Funding will depend upon SHIP program funds received.

Over the past several years, the city has provided funding for homeless prevention activities, provided funding for services for people who are homeless or at risk of homelessness, and funding for people who are homeless and either cannot be sheltered in local shelters due to family composition or who are about to be discharged from a medical or mental health facility into homelessness. We have worked with Gulfcoast Legal on preventing eviction and the Salvation Army on temporary housing and rental assistance. These partnerships are still in place.



The Bradenton Police Department has a Homeless Outreach Team (HOT), which engages with people who are homeless and/or stranded in Bradenton. They assist these people with transportation back home, lodging, food, or other necessities. This program has been very successful and is in its fourth year.

Section II. LHAP Strategies:

A. Purchase Assistance Strategy	Code: 2
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1. **Summary:** The purchase assistance strategy will provide purchase assistance to the first-time homebuyer. This purchase assistance includes down payment assistance, closing cost assistance up to \$10,000, principal reduction payments, and buying down the rate on the mortgage, up to the maximum amount available. HUD FHA 203k loans are eligible for this strategy.
2. **Fiscal Years Covered:** 2023-2024, 2024-2025, 2025-2026
3. **Income Categories to be served:** Very low, low and moderate, up to 140% AMI
4. **Maximum award:** \$20,000
5. **Terms:**
 - i. **Repayment loan/deferred loan/grant:** Repayment loan secured by a note and mortgage
 - ii. **Interest Rate:** 0%
 - iii. **Years in loan term:** 30 years
 - iv. **Forgiveness:** Any unpaid balance will be forgiven at the end of the 30-year term, provided the loan is in good standing. "Good standing" means that the loan is not delinquent (no more than 10 payments that are over 15 days late over the life of the loan or in default at that time).
 - v. **Repayment:** Repayments are required, and the minimum monthly payment is \$50. Payments are based upon a total debt to income ratio, which is calculated as (first mortgage + long term debt + COB SHIP loan/gross monthly income). These terms are defined below:
 - **First mortgage:** Principal, interest, insurance, and taxes.
 - **Long-term debt:** Any debt with 12 or more payments remaining.
 - **COB loan:** City purchase assistance loan calculated monthly payment.
 - **Gross monthly income:** Monthly income before deductions.

The monthly payment is calculated using a worksheet (attached) that calculates the customer's debt to income ratio before the City's monthly loan payment is added to it. This monthly payment is adjusted until the total debt to income ratio reaches 35%. For those who are unable to repay the loan when assistance is provided, the loan will be deferred for three years.

When the deferral period is over, the homeowner will complete a new application, and a determination will be made as to whether they can afford to make payments. If they are unable to make payments, the loan will be deferred for the remainder of the loan term and will be released at the end of the loan term. If the homeowner passes away, vacates the property, or rents it out, repayment may be accelerated with payback terms to be negotiated with the owner and/or heirs.



Payments will be made on a monthly basis for the first ten years of the loan. Any remaining balance will be forgiven. In the case of repayable loans, the debt- to- income ratio will be reviewed by Housing and Community Development staff per the customer's request if their financial situation changes through no fault of their own. The payments may be adjusted downward or eliminated completely - if necessary - to meet the maximum 35% debt to income ratio, should there be a decrease in income.

- vi. Default: The property must be occupied by the owner during the loan term. Should the property cease to be owner-occupied during the loan term, the loan will be considered in default and the balance becomes immediately due and payable. If the owner does not repay the balance of the loan upon demand, it will be due and payable when the property is refinanced, sold, leased, or conveyed. Should the homebuyer default on their first mortgage while the city has an active lien on the property, the city will provide the firm handling the foreclosure with a payoff amount. If the property is sold and there are insufficient funds left from covering the first mortgage costs to cover the city's payoff, the lien will be written off as a loss. Should the owner pass, the conditions of the mortgage are binding on heir.
- 6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first qualified, first served basis and the priorities described in Section I, paragraph I.
 - 7. Sponsor Selection Criteria: N/A
 - 8. Additional Information:

Eligible properties will be located in the Bradenton city limits. These properties may be single-family homes, duplexes, condominiums, townhomes, or manufactured homes attached to a permanent foundation. Manufactured homes must be constructed after June 1994 and manufactured in accordance with the wind zone standards where the home is located. The manufactured home must also be installed in accordance with the installation standards for mobile or manufactured homes contained in 15C-1, F.A.C. When rehabilitating a manufactured home, the customer must own the land on which the home is situated.

If a short sale is pursued as an alternative to foreclosure, program staff will provide the City Attorney with a payoff amount in order to negotiate a settlement. If the city receives a partial payoff, the city may still release the lien to facilitate the sale, based upon the counsel of the City Attorney. All payments received, either through regular loan payments, first mortgage default payoffs, or short sale payoffs will be considered program income.

Borrowers may apply for additional assistance within five years of receiving purchase assistance, provided their loan is in good standing at the time of application.

B. Housing Rehabilitation Strategy	Code: 3
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- 1. Summary: The purpose of this strategy is to correct health violations, code violations, safety hazards, and to improve the energy efficiency of homeowner housing in the City of Bradenton. As much as possible, green building features will be incorporated into the repair work. For wood frame homes built before 1995 and that are not on a slab foundation, repairs will be limited to the replacement of HVAC systems.



2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
3. Income Categories to be served: Very low, low and moderate, up to 140% AMI
4. Maximum award: \$100,000
5. Terms:
 - i. Repayment loan/deferred loan/grant: Repayment loan/deferred loan/grant: Project costs under \$5,000 will be provided as a grant. For project costs that exceed \$5,000, the loan will be repayable or deferred, depending on the borrower's ability to repay the loan.
 - ii. Interest Rate: 0%
 - iii. Years in loan term: The term of the loan will be based upon the amount borrowed. Below is a table describing loan terms and amounts.

Maximum amount awarded	Loan term
Up to \$5,000	grant
\$ 5,001 - \$ 10,000	5 years
\$10,001 - \$ 30,000	10 years
\$30,001 - \$ 50,000	15 years
\$50,001 - \$ 60,000	20 years
\$60,001 - \$100,000	30 years

- iv. Forgiveness: For repayable loans, any unpaid balance will be forgiven at the end of the loan term, provided the loan is in good standing at the end of the term. "Good standing" means that the loan is not delinquent (no more than 10 late payments over the life of the loan) or in default at that time. If the loan is not current and in good standing, the balance of the lien will remain on the property, repayable whenever the property is sold, leased or conveyed, for a period not to exceed 30 years. This balance will also become due and payable should the property be refinanced for a lower interest rate or shorter term. For non-amortizing loans, the loan will be released at the end of the Loan term.
- v. Repayment: All borrowers will be evaluated for their ability to repay the loan. Repayments are based upon a total debt to income ratio of 35% (first mortgage + long-term debt + COB loan/gross monthly income). The definitions for these terms are:
 - First mortgage: Principal, interest, insurance, and taxes.
 - Long-term debt: Any debt with 12 or more payments remaining.
 - COB loan: City purchase assistance loan calculated monthly payment.
 - Gross monthly income: Monthly income before deductions.

The monthly payment is calculated using a worksheet that calculates the customer's debt to income ration before the City's monthly loan is added to it. This monthly payment is added to the worksheet until the total debt to income ratio reaches 35%. The City reserves the right to calculate payments at lower ratios, particularly for those at lower income levels. For those who



are unable to repay the loan when assistance is provided, the loan will be deferred for three years.

When the deferral period is over, the homeowner will complete a new application, and a determination will be made as to whether they can afford to make payments. If they are unable to make payments, the loan will be deferred for the remainder of the loan term and will be released at the end of the loan term. If the homeowner passes away, vacates the property, or rents it out, repayment may be accelerated with payback terms to be negotiated with the owner and/or heirs.

In the case of repayable loans, the debt to income ratio will be reviewed per the customer's request if their financial situation changes through no fault of their own. The payments may be adjusted downward or eliminated completely if necessary to meet the maximum 35% debt to income ratio, should there be a decrease in income.

When assistance is provided, the loan will be deferred for three years.

Default: The property must be occupied by the owner during the loan term. Should the property cease to be owner-occupied during the loan term, the loan will be considered in default and the balance becomes immediately due and payable. If the owner does not repay the balance of the loan upon demand, it will be due and payable when the property is refinanced, sold, leased, or conveyed.

- 6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first qualified, first served basis and the priorities described in Section I, paragraph I.
- 7. Sponsor Selection Criteria: N/A
- 8. Additional Information: Additional Information: Should the homebuyer default on their first mortgage while the City has an active lien on the property, the City will provide the firm handling the foreclosure with a payoff amount. If the property is sold and there are insufficient funds left from covering the first mortgage costs to cover the city's payoff, the lien will be written off as a loss.

If a short sale is pursued as an alternative to foreclosure, program staff will provide the City Attorney with a payoff amount in order to negotiate a settlement. if the city receives a partial payoff, the city may still release the lien to facilitate the sale, based upon the counsel of the City Attorney. All payments received, either through regular loan payments, first mortgage default payoffs, or short sale payoffs will be considered program income.

Borrowers may apply for additional assistance within five years of receiving housing rehabilitation assistance, provided their loan is in good standing at the time of application.

C. Housing Demolition/Reconstruction Strategy	Code: 4
<ol style="list-style-type: none"> 1. Summary: Candidates for the reconstruction strategy will be applicants for housing rehabilitation whose repair costs exceed 50% of the replacement cost of the home. The 50% of the replacement cost of the home is based upon a replacement cost of the existing home. 	

2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
3. Income Categories to be served: Very low, and low-income households.
4. Maximum award: \$150,000
5. Terms:
 - i. Repayment loan/deferred loan/grant: Repayable or deferred loan based on the ability to repay the assistance.
 - ii. Interest Rate: 0%
 - iii. Years in loan term: 30
 - iv. Forgiveness: For repayable loans, any unpaid balance will be forgiven at the end of the loan term, provided the loan is in good standing at the end of the term. "Good standing" means that the loan is not delinquent (no more than 10 late payments over the life of the loan) or in default at that time. If the loan is not current and in good standing, the balance of the lien will remain on the property, repayable whenever the property is sold, leased or conveyed, for a period not to exceed 30 years. This balance will also become due and payable should the property be refinanced for a lower interest rate or shorter term. For non-amortizing loans, the loan will be released at the end of the loan term.
 - v. Repayment: All borrowers will be evaluated for their ability to repay the loan. Repayments are based upon a total debt to income ratio of 35% (first mortgage + long-term debt + SHIP loan/gross monthly income). The definitions for these terms are:
 - First mortgage: Principal, interest, insurance, and taxes.
 - Long-term debt: Any debt with 12 or more payments remaining.
 - COB loan: City purchase assistance loan calculated monthly payment.
 - Gross monthly income: Monthly income before deductions.

The monthly payment is calculated using a worksheet (attached) that calculates the customer's debt to income ratio before the City's monthly loan is added to it. This monthly payment is added to the worksheet until the total debt to income ratio reaches 35%. The city reserves the right to calculate payments at lower ratios, particularly for those at lower income levels. For those who are unable to repay the loan when assistance is provided, the loan will be deferred for three years.

When the deferral period is over, the homeowner will complete a new application, and a determination will be made as to whether they can afford to make payments. If they are unable to make payments, the loan will be deferred for the remainder of the loan term and will be released at the end of the loan term. If the homeowner passes away, vacates the property, or rents it out, repayment may be accelerated with payback terms to be negotiated with the owner and/or heirs.

In the case of repayable loans, the debt to income ratio will be reviewed per the customer's request if their financial situation changes through no fault of their own. The payments may



be adjusted downward or eliminated completely if necessary in order to meet the maximum 35% debt to income ratio, should there be a decrease in income.

- vi. Default: The property must be occupied by the owner during the loan term. Should the property cease to be owner-occupied during the loan term, the loan will be considered in default and the balance becomes immediately due and payable. If the owner does not repay the balance of the loan upon demand, it will be due and payable when the property is refinanced, sold, leased, or conveyed.
6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first qualified, first served basis and the priorities described in section 1 Paragraph
 7. Sponsor Selection Criteria: N/A
 8. Additional Information: Should the homebuyer default on their first mortgage while the city has an active lien on the property, the city will provide the firm handling the foreclosure with a payoff amount. If the property is sold and there are insufficient funds left from covering the first mortgage costs to cover the city's payoff, the lien will be written off as a loss.

If a short sale is pursued as an alternative to foreclosure, program staff will provide the City Attorney with a payoff amount in order to negotiate a settlement. If the city receives a partial payoff, the city may still release the lien to facilitate the sale, based upon the counsel of the City Attorney. All payments received, either through regular loan payments, first mortgage default payoffs, or short sale payoffs will be considered program income.

Borrowers may apply for additional assistance within five years of receiving housing rehabilitation assistance, provided their loan is in good standing at the time of application.

D. Rental Assistance (tenant) and Security and/or Utility Deposits Strategy	Code: 13,23
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| <ol style="list-style-type: none"> 1. Summary: This strategy will provide upfront financial assistance with rental security deposits, first and last months' rents and utility deposits. If the maximum award is not sufficient to cover the cost of moving into a rental unit, the family must be able to make up the difference or they will be considered ineligible to receive the assistance. |
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2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
 3. Income Categories to be served: Very low, low and moderate
 4. Maximum award: \$3,000
 5. Terms:
 - i. Repayment loan/deferred loan/grant: Grant
 - ii. Interest Rate: N/A
 - iii. Years in loan term: N/A
 - iv. Forgiveness: N/A
 - v. Repayment: N/A



vi. Default: N/A

6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first-qualified, first served basis and the priorities described in Section I, Paragraph I.
7. Sub-recipient Selection Criteria: This strategy will be administered by a sub-recipient, that must be a nonprofit with at least five years' experience administering this type of program and will be chosen through a competitive application process. Access to HMIS is preferable, since the sponsor could be working with households that are homeless or at risk of homelessness, but it is not necessary. However, if two agencies are equal in terms of capacity and experience, preference will be given to the agency that has access to HMIS.

The sub-recipient will enter into an agreement with the city to provide the services and will be responsible for completing monthly and quarterly reports on the strategy, as well as providing a final closeout report at the end of the grant year. The sub-recipient will be responsible for maintaining client files and will have them available for inspection by City staff upon request. The sub-recipient will be able to reimburse for service delivery costs, such as inspection fees and eligibility determination and case management for applicants for the assistance.

Additional Information: The funds will either be paid directly to the party that is owed the funds or to the sub-recipient on a reimbursement basis. No funds will be given directly to the household. Households may apply for additional assistance, but there must be at least three years between the times the households apply for assistance.

Applicants should be leasing units where their gross monthly rent does not exceed 30% of their gross monthly income; however, applicants may rent units where the rent is 50% of their gross monthly income, provided that they are able to sustain this level of rent after the assistance has been provided. The recipients must show that they are able to continue making the monthly rental payments after the assistance is provided, and they must be signing at least a 12-month lease.

Eviction protection will be provided to households who have fallen behind on their rent and have received an eviction notice. Eligible reasons for falling behind on rent are as follows:

- i. Involuntary loss in pay due to unemployment/underemployment.
- ii. Divorce/separation resulting in a temporary loss in income.
- iii. Death of a spouse resulting in a loss in income.
- iv. Sudden, unforeseen medical payments.
- v. Involuntary loss of verifiable income from other sources (temporary or permanent).
- vi. Worked missed due to family member illness.
- vii. Unexpected vehicle repair bills.

If there is a difference between the \$3,000 and the amount owed, the applicant must be able to pay this difference in order to be eligible for the assistance.

viii. Additional Information: N/A



E. Multifamily Rental Construction	Code: 14, 20, 21
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1. **Summary:** This strategy is designed to provide nonprofit and for-profit developers with funds to be used for the acquisition, rehabilitation of multifamily units, including duplexes, transitional/group home housing, or the housing portion of a mixed-use facility. The funds may be used for infrastructure costs as well as the costs of acquiring, rehabilitating, or constructing the units on a pro rata basis. The funds may be used as a match for other state and federal housing programs, such as HOME or SAIL

2. **Fiscal Years Covered:** 2023-2024, 2024-2025, 2025-2026

3. **Income Categories to be served:** Very low, low and moderate households

4. **Maximum award:** \$150,000 per development

5. **Terms:**
 - i. **Repayment loan/deferred loan/grant:** deferred loan, secured with a Land Use Restriction Agreement (LURA) and mortgage, both of which will be recorded. EUA could be used if it is a tax credit project.
 - ii. **Interest Rate:** 0%
 - iii. **Years in loan term:** 15
 - iv. **Forgiveness:** The deferred loan will be forgiven at the end of the 15-year term, provided the developer abides by the terms of the mortgage and LURA.
 - v. **Repayment:** Repayment will not be required as long as the developer abides by the term of the mortgage and LURA.
 - vi. **Default:** If the developer fails to begin construction within six months of receiving funding, they will be in default. If the project is not completed within two years the developer will repay any unused funds, and if they have spent a portion of the funds awarded, the developer will still be required to comply with the eligibility period and monitoring requirements. The developer may request an extension of up to one additional year if the delay is due to circumstances beyond their control. Circumstances beyond their control can include, but are not limited to: weather, difficulty obtaining building materials, and unexpected site findings. The decision to extend the contract will be solely at the city's discretion and will be made after a review of the circumstances surrounding the delay.

6. **Recipient/Tenant Selection Criteria:** Applications for potential tenants will be reviewed for eligibility by the development's management team and will be approved according to their policies and procedures. The developer and/or their management team may not refuse to rent to households receiving tenant-based rental assistance.

7. **Sponsor/Sub-recipient Selection Criteria:** Applications from project sponsors (or developers) will be reviewed on an ongoing basis, pending funding received. The following factors will be taken into consideration when reviewing proposals:
 - i. **Capacity and capability to carry out the project, including financial capacity and capability.**
 - ii. **Experience in completing affordable multifamily housing projects.**
 - iii. **Leverage.**



- iv. Site control.
 - v. Compatibility with the City of Bradenton Comprehensive Plan.
 - vi. Neighborhood compatibility.
 - vii. Creation of a mixed-income community.
 - viii. Access to public transportation and walkability- proximity to shopping, schools, amenities.
 - ix. Attractiveness of design.
 - x. ADA compliance and the use of universal design features.
 - xi. Use of green building techniques.
 - xii. Developer fee.
8. Additional Information: If the property is transferred to another entity prior to the end of the affordability period, the mortgage may be assumed, provided the new owner(s) continue making the units affordable. Any sale of units assisted under this strategy with a remaining mortgage balance must give a first right of refusal to eligible nonprofit organizations at the current market value for continued occupancy by eligible persons in accordance with Section 420.9075 (4) F. S. The rental and income limits will be based on the SHIP program income and rent limits published annually by the Florida Housing Finance Corporation. Monitoring of rent and income eligibility will be completed . Monitoring of rent and income eligibility will be completed annually by SHIP program staff. In the case of developments that the Florida Housing Finance Corporation or U.S. Department of Housing and Urban Development monitor, the SHIP program staff will rely on this monitoring for determination of rent and tenant eligibility.

F. Disaster Assistance	Code: 5, 16
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1. Summary: The Disaster Strategy provides assistance to households following a disaster as declared by the President of the United States or Governor of the State of Florida. SHIP disaster funds may be used for items such as, but not limited to:
- i. the purchase of emergency supplies for eligible households to weatherproof damaged homes;
 - ii. interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
 - iii. construction of wells or repair of existing wells where the public water is not available;
 - iv. payment of insurance deductibles for rehabilitation of homes covered under homeowner’s insurance policies;
 - v. security deposit for eligible recipients that have been displaced from their homes due to disaster;
 - vi. rental assistance for eligible recipients that have been displaced from their homes due to disaster;
 - vii. strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster;
 - viii. mortgage assistance for those who may have lost their employment due to disaster;
 - ix. assistance with utilities;
 - x. aid those who may have to travel out of state to find housing or live with family or friends;



2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
3. Income Categories to be served: Very low, low and moderate up to 140% AMI
4. Maximum award: \$15,000
5. Terms :
 - i. Repayment loan/deferred loan/grant: Grant
 - ii. Interest Rate: N/A
 - iii. Years in loan term: N/A
 - iv. Forgiveness: N/A
 - v. Repayment: N/A
 - vi. Default: N/A
6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first-qualified, first-served basis and the priorities described in Section I, Paragraph I.
7. Sponsor Selection Criteria: N/A
8. Additional Information: This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation. SHIP funds at all times must be used for eligible applicants and eligible housing.

G. Emergency Repair Strategy	Code: 17
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1. Summary: These repairs are for smaller items that do not call for a major rehab. These could be roof repairs, termite treatments or window replacements.
2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
3. Maximum award: \$10,000
4. Income Categories to be served: Very low, low and moderate
5. Terms:
 - i. Repayment loan/deferred loan/grant: Grant
 - ii. Interest Rate: N/A
 - iii. Years in loan term: N/A
 - iv. Forgiveness: N/A
 - v. Repayment: N/A
 - vi. Default: N/A
6. Recipient/Tenant Selection Criteria: Recipients will be selected based on their eligibility on a first-qualified, first served basis and the priorities described in Section I, Paragraph I,
7. Sponsor Selection Criteria: N/A
8. Additional Information: N/A



H. Foreclosure Prevention Strategy	Code: 7
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1. Summary: This strategy will help those having trouble making their mortgage payments through no fault of their own (examples include loss of employment, unexpected medical bills or loss of co-borrower). The assistance will be available to homeowners in need from 3 to six months. They must be able to show that they will be able to maintain their mortgage following assistance.
2. Fiscal Years Covered: 2023-2024, 2024-2025, 2025-2026
3. Income Categories to be served: Very low, low and moderate
4. Maximum award: \$10,000
5. Terms:
 - i. Repayment loan/deferred loan/grant: Grant
 - ii. Interest Rate: N/A
 - iii. Years in loan term: N/A
 - iv. Forgiveness: N/A
 - v. Repayment: N/A
 - vi. Default: N/A
6. Recipient/Tenant Selection Criteria: Must meet income requirements and be struggling to keep their mortgage current. Property will be in the City of Bradenton boundaries.
7. Sponsor Selection Criteria: N/A
8. Additional Information:

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**
Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects/

Provide a description of the procedures used to implement this strategy:
The Planning and Community Development Department will expedite permits for all affordable housing projects, through the Planned Development Permit, in keeping with Goals Objectives, and Policies of the Housing Element of the City’s Comprehensive Plan (Goal #1, Objective and Policy #6). The Planned Development Permit and its attendant process, is a discrete, identified part of the City’s Land Development Regulations (LDRs) – the implementing ordinances (laws) by which land development projects are reviewed. Through this process affordable housing projects or projects with an affordable housing component receive a “fast track,” unified review and are scheduled for the first available Planning Commission and City Council hearings.

- 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.

Provide a description of the procedures used to implement this strategy:

Policy: The Planning and Community Development Department will, on an on-going basis, review all housing review procedures to ensure a streamlined process for Planned Development Permits in accordance with the Housing Element of the City of Bradenton's Comprehensive Plan (Goal #2, Objective #2, Policy #6). Each year the City of Bradenton, in conjunction with the Affordable Housing Advisory Committee, will evaluate the process for permitting affordable housing and determine if there are process issues as they pertain to affordable housing. The City and the Affordable Housing Advisory Committee will recommend changes, if any are needed, to the City of Bradenton City Council for action.

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

C. Other Incentive Strategies Adopted:

1. **The modification of impact-fee requirements**, including reduction or waiver of fees and alternative methods of fee payment for affordable housing: The City of Bradenton revised the Housing Element of the City's Comprehensive Plan in 2011. A new policy regarding a reduction and/or waiver of most impact fees as incentives for developing affordable housing was included in the updated plan.
2. **The allowance of flexibility in densities** for affordable housing: Currently, the City's Future Land Use Element of the Comprehensive Plan and the Urban Central Business District, Urban Village zoning districts allow density bonuses for the provision of affordable housing.
3. **The allowance of affordable accessory residential units in residential zoning districts:** The City's zoning ordinance currently allows for accessory residential units in the "Village of the Arts" overlay district and is considering extending these uses to residential properties in the "Urban Village" land use designation.
4. **The allowance of flexible lot configurations**, including zero-lot-line configurations for affordable housing: The City's Planned Development Permit zone district and process currently permits flexible lot configurations for all housing types and income levels.
5. **Parking and setback requirements-** areas of the city covered by form-based code already offer more generous parking and set back requirements, and the city allows for parking and setback reductions as incentives for the production of affordable housing.
6. **The support of development near transportation hubs** and major employment centers and mixed-use developments: The update of the City's Comprehensive Plan (especially the Future Land Use, Transportation, Design, Capital Improvements, and Housing Elements) is focusing on using the principles of "new urbanism" as a basis for developing a framework for future development of the City. Inherent in these principles is the support of development near transportation hubs and employment centers. This effort has been further enhanced by the incorporation these principles into the revision of the CRA Development Plans.



7. The Affordable Housing Advisory Committee recommended to the Planning Department that when the form-based code is evaluated, changes need to be discussed. The desire is to allow for more **generous parking requirements**. Perhaps more than one space per household.
8. The City has the **modification setbacks** as an incentive for the production of affordable housing. The strategy was implemented in 7/06. Form-based code requirements were adopted in 6/11.
9. The City does not apply **street requirements** unless there is already a street at the site. If the developer is required to meet street requirements, these can be offset with impact fee credits. The incentive needs to be defined in quantifiable terms. There also needs to be an application process.
10. The City has an **inventory of lands** it owns and has just finished the process of updating this inventory. The inventory has been evaluated and there is a property that is suitable for affordable housing development. Discussion of the property is on the agenda for our next AHAC meeting.

ADDITIONAL RECOMMENDATIONS

AFFORDABLE GREEN BUILDING

Green Building provides a healthier environment for life on our planet.

Meeting Synopsis: The city encourages the use of energy efficient and environmental concepts for home building.

Existing Strategy: The city encourages the use of energy efficient and environmental concepts for home building, including affordable housing.

AHAC Recommendation: Continue to encourage the use of energy efficient and environmental concepts for home building, including affordable housing. The use of green building techniques could be encouraged through other incentives.

Implementation: 9/09

INCLUSIONARY ZONING

Inclusionary Zoning assists in the preparation of mixed-use environments with multiple housing types and income levels. By linking the production of affordable housing to private market development, inclusionary zoning expands the supply of affordable housing while dispersing affordable units through the municipality.

Meeting Synopsis: The city does not have any regulations regarding inclusionary zoning, but has considered it.

Existing Strategy: None.

AHAC Recommendation: Consider using inclusionary zoning as a method of ensuring a supply of affordable housing.

Implementation: Under consideration

WAIVER OF REINSPECTION FEES ON AFFORDABLE HOUSING PROJECTS

Meeting Synopsis: The city does not have this in place, although it does charge for missed inspection, and these fees increase as the number of re-inspections for a single work item increase.

Existing Strategy: None.

AHAC Recommendation: Consider waiving fees for missed inspections for affordable housing developments

Implementation: Proposed this year by the Affordable Housing Advisory Committee

IMPACT STATEMENT

Meeting Synopsis: The AHAC does not have an Impact Statement, but is recommending one to be included in this year's strategies.

Existing Strategy: None.

AHAC Recommendation: The City will require that two trees be planted in the yard of every new home. The estimated expense is \$500 per new construction.

Implementation: Work with Planning on changing the form-based code.



IV. EXHIBITS:

Required

- 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 LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.

Optional

- F. Ordinance: (If changed from the original creating ordinance).
- G. Interlocal Agreement (Required if applicable).
- H. Other Documents Incorporated by Reference.

DEBT- TO- INCOME RATIO WORKSHEET

Enter your information to calculate your debt-to-income ratio.

Income

List gross monthly income (before taxes):

Income (Wages, Social Security, Disability, etc.): \$ _____

Child Support/Alimony: \$ _____

Rental Income: \$ _____

Other Income: \$ _____

Total Monthly Income: \$ _____

Debt

List all long-term debt (debt that won't be paid off in next 12 months):

Credit Card(s):

Loan(s) —include mortgage payment here:

Total Debt Expenses: \$ _____

Debt-to-Income Ratio: _____ %

(Divide debt payments by gross monthly income to calculate Debt- to- Income Ratio)

(Local Government name)

Fiscal Year: 2023-2024	
Estimated SHIP Funds for Fiscal Year:	\$ 652,969.00
Salaries and Benefits	\$ 60,000.00
Office Supplies and Equipment	\$ 500.00
Travel Per diem Workshops, etc.	\$ 1,200.00
Advertising	\$ 3,500.00
Other*	\$
Total	\$ 65,200.00
Admin %	9.99%
	OK

Fiscal Year 2024-2025	
Estimated SHIP Funds for Fiscal Year:	\$ 652,969.00
Salaries and Benefits	\$ 60,000.00
Office Supplies and Equipment	\$ 500.00
Travel Per diem Workshops, etc.	\$ 1,200.00
Advertising	\$ 3,500.00
Other*	\$
Total	\$ 65,200.00
Admin %	9.99%
	OK

Fiscal Year 2025-2026	
Estimated SHIP Funds for Fiscal Year:	\$ 652,969.00
Salaries and Benefits	\$ 60,000.00
Office Supplies and Equipment	\$ 500.00
Travel Per diem Workshops, etc.	\$ 1,200.00
Advertising	\$ 3,500.00
Other*	\$
Total	\$ 65,200.00
Admin %	9.99%
	OK

*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.

Details:

Exhibit B Timeline for SHIP Expenditures

The City of Bradenton affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	Interim Report	Closeout Report
2023-2024	6/30/2025	6/30/2026	9/15/2025	9/15/2026
2024-2025	6/30/2026	6/30/2027	9/15/2026	9/15/2027
2025-2026	6/30/2027	6/30/2028	9/15/2027	9/15/2028

If funds allocated for these fiscal years are not anticipated to meet expenditure deadlines, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Fuds Not Expended	Closeout AR Not Submitted
2023-2024	3/30/2026	6/15/2026
2024-2025	3/30/2027	6/15/2027
2025-2026	3/30/2028	6/15/2028

Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15th of the year in which funds are required to be expended. The extension request shall be emailed to Robert.dearduff@floridahousing.org and cameka.gardner@floridahousing.org and include:

1. A statement that Bradenton, Manatee County requests an extension to the expenditure deadline for fiscal year _____.
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email cameka.gardner@floridahousing.org when you are ready to “submit” the AR.

Other Key Deadlines:

AHAC reports are now due annually by December 31st. Local governments receiving the minimum (or less) allocation may choose not to report.

FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2023-2024

Name of Local Government:		Bradenton										
Estimated Funds (Anticipated allocation only):		\$ 652,969										
Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
2	Purchase Assistance without Rehab	Yes	0	\$20,000	0	\$20,000	1	\$20,000	\$20,000.00	\$0.00	\$20,000.00	1
3	Owner Occupied Rehabilitation	Yes	3	\$60,000	3	\$50,000	1	\$29,554	\$359,554.00	\$0.00	\$359,554.00	7
4	Demolition/Reconstruction	Yes	0	\$150,000	0	\$150,000	0	\$150,000	\$0.00	\$0.00	\$0.00	0
5	Disaster Assistance	Yes	0	\$15,000	0	\$15,000	0	\$15,000	\$0.00	\$0.00	\$0.00	0
6	Emergency Repair	Yes	2	\$8,000	1	\$10,000	1	\$6,000	\$32,000.00	\$0.00	\$32,000.00	4
7	Foreclosure Prevention	Yes	3	\$8,000	2	\$4,000	0	\$10,000	\$32,000.00	\$0.00	\$32,000.00	5
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		8		6		3		\$443,554.00	\$0.00	\$443,554.00	17
Purchase Price Limits:			New	\$ 349,526	Existing	\$ 349,527						

			OK		OK							
Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
13	Rental Assistance (Tenant)	No	4	\$3,000	4	\$3,000	0	3000	\$0.00	\$24,000.00	\$24,000.00	8
21	New Construction	Yes	0	\$150,000	2	\$60,000	0	150000	\$120,000.00	\$0.00	\$120,000.00	2
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		4		6		0		\$120,000.00	\$24,000.00	\$144,000.00	10
Administration Fees			\$ 65,200		10%		OK					
Home Ownership Counseling			\$									
Total All Funds			\$ 652,754		OK							

Set-Asides			
Percentage Construction/Rehab (75% requirement)		86.3%	OK
Homeownership % (65% requirement)		67.9%	OK
Rental Restriction (25%)		22.1%	OK
Very-Low Income (30% requirement)	\$ 232,000	35.5%	OK
Low Income (30% requirement)	\$ 648,000	99.2%	OK
Moderate Income	\$ 55,554	8.5%	

FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2024-2025

Name of Local Government:												
Estimated Funds (Anticipated allocation only):			\$ 652,969									
Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
2	Purchase Assistance without Rehab	Yes	2	\$19,000	2	\$20,000	2	\$20,000	\$118,000.00	\$0.00	\$118,000.00	6
3	Owner Occupied Rehabilitation	Yes	2	\$30,000	2	\$35,000	2	\$40,000	\$210,000.00	\$0.00	\$210,000.00	6
4	Demolition/Reconstruction	Yes	1	\$150,000	0	\$79,800	0	\$150,000	\$150,000.00	\$0.00	\$150,000.00	1
5	Disaster Assistance	Yes	2	\$8,000	2	\$5,000	1	\$1,050	\$27,050.00	\$0.00	\$27,050.00	5
6	Emergency Repair	Yes	2	\$4,000	3	\$3,000	1	\$7,500	\$24,500.00	\$0.00	\$24,500.00	6
7	Foreclosure Prevention	Yes	2	\$5,500	3	\$5,000	1	\$8,000	\$34,000.00	\$0.00	\$34,000.00	6
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		11		12		7		\$563,550.00	\$0.00	\$563,550.00	30
Purchase Price Limits:			New	\$ 349,526	Existing	\$ 349,526						

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
13	Rental Assistance (Tenant)	No	4	\$3,000	3	\$3,000	1	3000	\$0.00	\$24,000.00	\$24,000.00	8
21	New Construction	Yes	0	\$150,000	0	\$150,000	0	150000	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		4		3		1		\$0.00	\$24,000.00	\$24,000.00	8
	Administration Fees		\$ 65,200	10%	OK							
	Home Ownership Counseling		\$ -									
Total All Funds			\$ 652,750	OK								

Set-Asides			
Percentage Construction/Rehab (75% requirement)		86.3%	OK
Homeownership % (65% requirement)		86.3%	OK
Rental Restriction (25%)		3.7%	OK
Very-Low Income (30% requirement)	\$ 295,000	45.2%	OK
Low Income (30% requirement)	\$ 144,000	22.1%	OK
Moderate Income	\$ 139,550	21.4%	

**FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2025-2026**

Name of Local Government:		Bradenton										
Estimated Funds (Anticipated allocation only):		\$ 652,969										
Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
2	Purchase Assistance without Rehab	Yes	2	\$15,000	1	\$19,000	1	\$6,000	\$55,000.00	\$0.00	\$55,000.00	4
3	Owner Occupied Rehabilitation	Yes	3	\$34,500	2	\$25,000	1	\$25,000	\$178,500.00	\$0.00	\$178,500.00	6
4	Demolition/Reconstruction	Yes	1	\$90,000	0	\$150,000	0	\$150,000	\$90,000.00	\$0.00	\$90,000.00	1
5	Disaster Assistance	Yes	3	\$4,000	2	\$3,500	1	\$20,000	\$39,000.00	\$0.00	\$39,000.00	6
6	Emergency Repair	Yes	2	\$5,000	3	\$3,500	0	\$10,000	\$20,500.00	\$0.00	\$20,500.00	5
7	Foreclosure Prevention	Yes	1	\$8,500	4	\$6,000	1	\$10,000	\$42,500.00	\$0.00	\$42,500.00	6
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		12		12		4		\$425,500.00	\$0.00	\$425,500.00	28
Purchase Price Limits:			New	\$ 349,526	Existing	\$ 349,526						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
13	Rental Assistance (Tenant)	No	1	\$3,000	1	\$2,500	0	3000	\$0.00	\$5,500.00	\$5,500.00	2
21	New Construction	Yes	2	\$78,000	0	\$150,000	0	150000	\$156,000.00	\$0.00	\$156,000.00	2
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		3		1		0		\$156,000.00	\$5,500.00	\$161,500.00	4
	Administration Fees			\$ 65,200		10%		OK				
	Home Ownership Counseling			\$ -								
Total All Funds			\$	652,200	OK							

Set-Asides

Percentage Construction/Rehab (75% requirement)		89.1%	OK
Homeownership % (65% requirement)		65.2%	OK
Rental Restriction (25%)		24.7%	OK
Very-Low Income (30% requirement)	\$ 413,000	63.2%	OK
Low Income (30% requirement)	\$ 110,500	16.9%	OK
Moderate Income	\$ 61,000	9.3%	

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity:

City of Bradenton

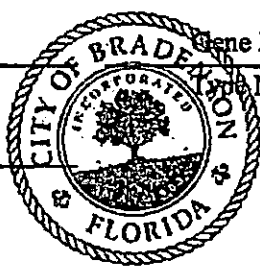
Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will ensure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP 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 LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.

- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink shall be provided to Florida Housing by June 30 of the applicable year.
- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) 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.
- (15) 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 serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

Witness Gene Brown
Chief Elected Official or designee

Witness Gene Brown, Mayor
Name and Title



Date
OR
Malton

Attest: *Tamara Melton*
City Clerk



Exhibit D
67-37.005(1), F.A.C.
2023

RESOLUTION NUMBER 23-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADENTON 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 Housing and Community Development Division has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

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

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRADENTON, FLORIDA that:

Section 1: The City Council of the City of Bradenton 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 2023-2024, 2024-2025, 2025-2026.

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.

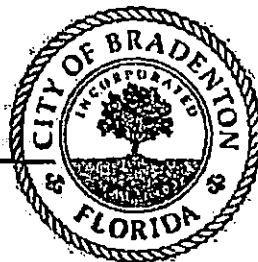
Section 3: This resolution shall take effect immediately upon its adoption.

PASSED AND DULY ADOPTED BY THE CITY COUNCIL FOR THE CITY OF BRADENTON FLORIDA, WITH A QUORUM PRESENT AND VOTING ON THIS 26TH DAY OF APRIL, 2023.

ATTEST:



Tamara Melton, City Clerk





Gene Brown, Mayor

APPROVED AS TO FORM:



Scott Rudacille, City Attorney