

NAME OF LOCAL GOVERNMENT

GLADES COUNTY

HURRICANE HOUSING RECOVERY (HHR)

HOUSING ASSISTANCE PLAN

I. PROGRAM DESCRIPTION

A. Name of County: GLADES

Base Allocation Request: \$382,944

Extremely Low Income Request: \$76,589

Community Planning Request: \$51,059

Name of participating local government(s) or other agencies in the Community Planning Strategy.

City of Moore Haven, SHIP AHAC, Non-Profit, For Profit

II. HHRP HOUSING STRATEGIES

NOTE: Strategies which are already being used under the SHIP program as well as new strategies should be listed in this section.

Provide Description:

A. Name of the Strategy:
PURCHASE ASSISTANCE-SITE BUILT

a. Summary of the Strategy. The Glades County HHR Purchase Assistance strategy may assist a verified and certified homebuyer by paying a portion of their down payment, closing costs and/or principal mortgage buy-down to purchase either a unit of new construction of concrete block structure (CBS) or an existing, site-built unit, built of either concrete block structure (CBS) or a stick built unit.

The Purchase Assistance strategy may leverage HHR Funds along with funds from State, Federal programs or private lending institutions. If SHIP funds are available and all SHIP guidelines are met, a portion of SHIP funds may be leveraged with HHR funds and/or other funds to purchase a site built unit.

NEW CONSTRUCTION UNIT or EXISTING UNIT
Down Payment, Closing Cost Assistance, Mortgage Principal Buy-Down.

b. Fiscal years covered by strategy.
FY 2005/2006; 2006/2007; 2007/2008

c. Income category to be served. This strategy will be provided to households with incomes less than 120 % of the Area Median Income Adjusted by Family Size: Extremely Low Income, Very Low Income, Low Income and Moderate Income.

d. Maximum award as noted on the Hurricane Housing Goals Chart:
Extremely Low Income category award amount up to \$30,000
Very Low Income category award amount up to \$30,000
Low income category award amount up to \$30,000
Moderate income category award amount up to \$30,000

e. Terms, Recapture and Default. The recipient is required to sign a deferred Mortgage and Loan Agreement and Mortgage Note with the Glades County Board of County Commissioners as either a first or second mortgage/lien holder for a term of TEN (10) years.

The Mortgage is forgiven on a pro rata basis beginning in year SIX (6). Twenty percent (20%) of the mortgage amount will be forgiven per year until year ten (10). At which time, if the Owner-Occupant has remained in full compliance with the terms of the deferred Mortgage and Loan Agreement, the entire debt will be forgiven.

The interest rate for the Down Payment Assistance mortgage is 0%. No payments will be required until the property is sold, transferred, or is no longer the primary residence of the homebuyer. At which time, if the Owner-Occupant has NOT remained in full compliance with the terms of the Deferred Mortgage and Loan Agreement, the non-forgiven debt plus four percent (4%) interest accrued from the date of default, is due and payable.

Subordination: Subordination approval for debt service will not be allowed during the term of the deferred Mortgage and Loan Agreement.

f. Recipient Selection Criteria.

The applicant will be verified and certified according to the State Criteria for “Anticipated Gross Household Income Limits Adjusted to Family Size”.

Contingent upon availability of HHR funds, Glades County may encumber funds for applicants on a priority bases AMI income level, elderly or disabled. After the priority applicants are served, other applicants may be served on a first-ready, first-served bases.

The unit to be purchased must be located in the City of Moore Haven or the County of Glades, Florida;

The sales price or value of a unit of new construction may not exceed the maximum amount allowed in the HHRP program which is 90 % of the median area purchase price of \$106,365; existing unit \$98,523.

The applicant will pay the applicant’s investment fee towards the purchase of the home in the amount of:

Extremely Low Income	\$100.00	
Very Low Income		\$300.00
Low Income	\$400.00	
Moderate Income	\$500.00	

The applicant must be income and credit eligible for first mortgage financing that will cover the remainder of the cost of the home above the HHR Assistance Award;

The applicant must have an accepted contract for a home and have applied for and received a written pre-approval document from the first mortgage lender;

The property taxes and the homeowner’s insurance must be held in escrow as a PITI payment by the first mortgage lending institution;

Homeowner’s insurance is required to show Glades County Board of County Commissioners as a first or second mortgage lien holder in the loss payable clause and a copy of the document sent to the HHRP Administration office;

g. Sponsor Selection Criteria: None

h. Additional Information: None

**B. Name of the Strategy:
REHABILITATION**

a. Summary of Strategy:

The Glades County HHRP Rehabilitation strategy's intent is to emphasize the upgrading homeowner conditions by the repairing of a deteriorated unit.

The Down Payment assistance Program will use HHR Funds, along with funds from State, Federal programs or private lending institutions. If SHIP funds are available and all SHIP guidelines are met, a portion of SHIP funds may be leveraged with HHR funds and/or other sponsor funds for rehabilitation of a site built unit.

Repair of site built housing;
Repair for post-1994 Manufactured Homes where the wind-load rating is sufficient for the location;
Limited repair on a case by case basis to pre-1994 Manufactured Homes and mobile homes;

b. Fiscal years covered by strategy:

FY 2005/2006; 2006/2007; 2007/2008

c. Income category to be served:

This strategy will be provided to households with incomes of less than 120 % of the Area Median Income Adjusted by Family Size: Extremely Low Income, Very Low Income, Low Income and Moderate Income.

d. Maximum award as noted on the Hurricane Housing Goals Chart:

Extremely Low Income	category award amount up to \$30,000
Very Low Income	category award amount up to \$30,000
Low Income	category award amount up to \$30,000
Moderate Income	category award amount up to \$30,000

e. Terms, Recapture and Default: The recipient is required to sign a deferred Mortgage and Loan Agreement and Mortgage Note with the Glades County Board of County Commissioners as a first or second mortgage/lien holder as follows:

The Mortgage and Loan Agreement, in the amount from \$1.00 up to \$15,000., will be for a term of THREE(3)years, forgivable on a pro rata basis, beginning in year TWO(2), fifty percent(50%)of the mortgage amount will be forgiven per year until year THREE(3).

The Mortgage and Loan Agreement, in the amount of % 15,000.01 up to \$30,000.00, will be for a term of FIVE(5)years, forgivable on a pro rata basis, beginning in year FOUR(4), fifty percent(50%) of the mortgage amount will be forgiven per year until year FIVE(5).

The interest rate for the Down Payment Assistance mortgage is 0%. No payments will be required until the property is sold, transferred, or is no longer the primary residence of the homebuyer. At which time, if the Owner-Occupant has NOT remained in full compliance with the terms of the Deferred Mortgage and Loan Agreement, the non-forgiven debt plus four percent (4%) interest accrued from the date of default, is due and payable.

Subordination. Subordination approval for debt service will not be allowed during the term of the deferred Mortgage and Loan Agreement.

f. Recipient Selection Criteria.

Site Built Unit:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed.

Mobile Home:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed and proof as title holder of the mobile home.

The mobile home and the land of the applicant will be subject to the HHRP mortgage and loan agreement. Glades County, as a mortgage holder, will follow the same requirements as other mortgage lenders.

The Applicant will be verified and certified according to the State Criteria for “Anticipated Gross Household Income Limits Adjusted to Family Size”.

Contingent upon availability of HHR funds, Glades County will encumber funds for applicants on a priority bases AMI income level, elderly or disabled. After priority applicants are served, other applicants may be served on a first-ready, first-served bases.

The unit to be repaired will be located in the City of Moore Haven or in Glades County, Florida.

The assessed value of the existing unit may not exceed the maximum sales price or value allowed in the HHRP which is 90% of the median area purchase price of \$98,523.

The unit will be pre-inspected for HHR by a certified, licensed inspector for safe or sanitary habitation, correction of substantial code violations, or the creation of additional living space.

g. Sponsor Selection Criteria: None

h. Additional Information: None

**C. Name of the Strategy:
REPLACEMENT HOUSING**

a. Summary of Strategy:

The Glades County HHR Replacement strategy may finance a portion of the cost to a verified and certified owner-occupant applicant for the replacement of an existing unit of a site-built, pre-1994 Manufactured Home, pre-1994 mobile home which is determined to be deteriorated beyond repair.

The Replacement strategy may use HHR Funds, along with funds from State, Federal programs or private lending institutions. If SHIP funds are available and all SHIP guidelines are met, a portion of SHIP funds may be leveraged with HHR funds and/or other sponsor funds with the replacement of a site built unit.

Site Built Housing:

Post 1994 Manufactured Homes where the wind-load rating is sufficient for the location.

When inspecting a unit for repairs, the housing administrator must consider if the unit should be repaired or if a replacement unit is the optimal solution. This decision will be based on the following considerations:

- a. Availability of HHR funds.
- b. Verification and certification of the applicant.
- c. The value of the unit.
- d. The pre-inspection of the unit — consider the inspector’s assessment of whether repairs or replacement housing is the best option.
- e. Consideration of the owner’s income — does the owner have enough income to qualify with a mortgage lender to pay for the difference in the cost of the replacement unit and the amount which the HHR funds assistance.
- f. If the owner is on a limited income, is there enough money available from the various sources (bank loan, HHR, SHIP) to purchase or construct a replacement unit?

b. Fiscal years covered by strategy:

FY 2005/2006; 2006/2007; 2007/2008

c. Income category to be served:

This strategy will be provided to households with incomes less than 120 % of the Area Median Income Adjusted by Family Size: Extremely Low Income, Very Low Income , Low Income and Moderate Income.

d. Maximum award as noted on the Hurricane Housing Goals Chart:

Extremely Low Income	category award amount up to \$30,000
Very Low Income	category award amount up to \$30,000
Low Income	category award amount up to \$30,000
Moderate income	category award amount up to \$30,000

e. Terms, Recapture and Default: The recipient is required to sign a deferred Mortgage and Loan Agreement and Mortgage Note with the Glades County Board of County Commissioners as a first or second mortgage/lien holder.

Term of mortgage is TEN (10) years. The Mortgage is forgiven on a pro rata basis beginning in year SIX (6). Twenty percent (20%) of the mortgage amount will be forgiven per year until year ten (10). At which time, if the Owner-Occupant has remained in full compliance with the terms of the deferred Mortgage and Loan Agreement, the entire debt will be forgiven.

The interest rate for the Down Payment Assistance mortgage is 0%. No payments will be required until the property is sold, transferred, or is no longer the primary residence of the homebuyer. At which time, if the Owner-Occupant has NOT remained in full compliance with the terms of the Deferred Mortgage and Loan Agreement, the non-forgiven debt plus four percent (4%) interest accrued from the date of default, is due and payable.

Subordination: Subordination approval for debt service will not be allowed during the term of the Mortgage and Loan Agreement.

f. Recipient Selection Criteria.

The applicant is verified and certified according to the State Criteria for “Anticipated Gross Household Income Limits Adjusted to Family Size”.

Contingent upon availability of HHR funds, Glades County may encumber funds for applicants on a priority bases AMI income level, elderly or disabled. After priority applicants are served, other applicants may be served on a first-ready, first-served bases.

Site Built Unit:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed.

Post-1994 Manufactured Home, pre-1994 mobile home:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed and proof as title holder of the Manufactured Home or mobile home.

The Manufactured Home/mobile home and the land of the applicant will be subject to the HHRP mortgage and loan agreement.

The unit to be purchased must be located in the City of Moore Haven or the County of Glades, Florida;

The sales price or value may not exceed the maximum amount allowed in the HHR program which is 90 % of the median area purchase price of a unit of: new construction \$106,365; existing unit \$98,523.

The applicant will pay the applicant’s investment fee towards the purchase of the home in the amount of:

Extremely Low Income	\$100.00
Very Low Income	\$300.00
Low Income	\$400.00
Moderate income	\$500.00

The applicant must be income and credit eligible for first mortgage financing that will cover the remainder of the cost of the home above the HHRP Assistance Award;

The applicant must have an accepted contract for a home and have applied for and received a written pre-approval document from the first mortgage lender;

The property taxes and the homeowner’s insurance must be held in escrow as a PITI payment by the first mortgage lending institution;

Homeowner’s insurance is required to show Glades County Board of County Commissioners as a first or second mortgage lien holder in the loss payable clause and a copy of the document sent to the HHRP Administration office;

g. Sponsor Selection Criteria: None

h. Additional Information: None

III. Extremely Low Income Strategy:

a. Summary of the Strategy:

Extremely Low Income funds may be leveraged for Purchase Assistance, Rehabilitation or Replacement as stated in the above strategies.

b. Fiscal Years Covered:

FY 2005/2006; 2006/2007; 2007/2008

c. Maximum award as noted on the Hurricane Housing Goals Chart:

Extremely Low Income category up to \$30,000

d. Terms, Recapture and Default:

Extremely Low Income terms, recapture and default will be the same as the strategies of the Down Payment and Closing Cost; Rehabilitation or Replacement.

e. Recipient Selection Criteria:

The applicant is verified and certified according to the State Criteria for “Anticipated Gross Household Income Limits Adjusted to Family Size”.

Contingent upon availability of HHR funds, Glades County may encumber funds for applicants on a priority bases AMI income level, elderly or disabled. After priority applicants are served, other applicants may be served on a first-ready, first-served bases.

Site Built Unit:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed.

Post-1994 Manufactured Home, pre-1994 mobile home:

The Applicant will show proof of property ownership in the form of a Warranty Deed or Quit Claim deed and proof as title holder of the Manufactured Home or mobile home.

The Manufactured Home/mobile home and the land of the applicant will be subject to the HHRP mortgage and loan agreement.

The mobile home and the land of the applicant will be subject to the HHRP mortgage and loan agreement.

The unit to be purchased must be located in the City of Moore Haven or the County of Glades, Florida;

The sales price or value of a new construction unit may not exceed the maximum amount allowed in the SHIP program which is 90 % of the median area purchase price of \$106,365 or an existing unit of \$98,523.

The applicant will pay the applicant’s investment fee towards the purchase of the home in the amount of:

Extremely Low Income	\$100.00
Very Low Income	\$300.00
Low Income	\$400.00
Moderate income	\$500.00

The applicant must be income and credit eligible for first mortgage financing that will cover the remainder of the cost of the home above the HHR Assistance Award;

The applicant must have an accepted contract for a home and have applied for and received a written pre-approval document from the first mortgage lender;

The property taxes and the homeowner’s insurance must be held in escrow as a PITI payment by the first mortgage lending institution;

Homeowner’s insurance is required to show Glades County Board of County Commissioners as a first or second mortgage lien holder in the loss payable clause and a copy of the document sent to the HHRP Administration office;

- f. Sponsor Selection Criteria, if applicable: None
- g. Additional Information: None

IV. Community Planning Strategy:

a. Summary of the Strategy:

The Community Planning Strategy funds will be used for the strategies of Purchase Assistance, Rehabilitation or Replacement as stated in the above strategies.

b. Fiscal Years Covered:

FY 2005/2006; 2006/2007; 2007/2008

c. Maximum award as noted on the Hurricane Housing Goals Chart:

Extremely Low Income	category award amount up to \$30,000
Very-low Income	category award amount up to \$30,000
Low income	category award amount up to \$30,000
Moderate income	category award amount up to \$30,000

d. Terms, Recapture and Default:

The Community Planning Strategy terms, recapture and default will be the same as the strategies of the Purchase Assistance, Rehabilitation or Replacement.

e. Recipient Selection Criteria:

The recipient selection criteria will be the same for the Purchase Assistance, Rehabilitation or Replacement strategies as stated in the strategies above.

f. Sponsor Selection Criteria, if applicable: None

h. Additional Information: None

V. Administrative Budget:

a. Provide a brief administrative summary of expenses:

Glades County will use the administrative expenses per the information provide in line item V.

b.

b. Up to 15% of the allocation may be used for administrative expenses relating to direct program administration. Provide information below:

Fiscal Year	15% Admin Funds
Salaries and Benefits	\$ 43,483.80
Office Supplies and Equipment	\$ 25,000.
Travel Workshops, etc	\$ 2,000.
Advertising	\$ 1,000.
Finance Dept	\$ 5,105.
	<u>\$ 76,588.00</u>

VI. Explain any issues outstanding for compliance or non-compliance with the State Housing Initiatives Partnership (SHIP) Program:

None

VII. EXHIBITS:

A Timeline for Encumbrance and Expenditure

B Hurricane Housing Goals Chart (HHGC) For Each Fiscal Year Covered

C. Certification Page

D. Program Information Sheet

E. Community Planning Documentation:

Nina Acree, SHIP Coordinator spoke with John Ahern, Councilman, City of Moore Haven, FL regarding the HHRP funds.

Adopting Resolution – original signed, dated, witnessed or attested adopting resolution.