



**Town of Davie**

**SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)**

**2022-2023, 2023-2024, 2024-2025**



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**I. Program Details:**

**A. LG(s)**

Name of Local Government	Town of Davie
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: 2022-2023, 2023-2024, 2024-2025**

**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, Essential Services Personnel, etc.) described/listed here apply to all strategies unless otherwise stated in an individual strategy in Section II:

All strategies will serve households meeting the definition of Special Needs as defined in 420.0004 (13) first. After Special Needs, Essential Services Personnel applications will be assisted for each strategy to meet the very low and low income set-asides.

- 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](http://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	All administrative duties	100%
Third Party Entity/Sub-recipient	N/A	

- 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:** The Town of Davie will charge a maximum 5% project delivery fee for services provided by contracted home inspection service company. The services will include: initial work write up/cost estimate; pre-bid meetings and final inspections. Fees will only be incurred for barrier free and owner occupied rehabilitation applicants.



- T. **Essential Service Personnel Definition (ESP):** ESP includes Town of Davie residents meeting program income limits and working full time-time as teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, skilled building trades personnel.
  
- U. **Describe efforts to incorporate Green Building and Energy Saving products and processes:** The Town will, when economically feasible, employ the following Green Building requirements on rehabilitation and emergency repairs:
  - 1. Low or No-VOC paint for all interior walls (Low-VOC means 50 grams per liter or less for flat paint; 150 grams per liter or less for non-flat paint);
  - 2. Low-flow water fixtures in bathrooms – WaterSense labeled products or the following specifications:
    - a. Toilets: 1.6 gallons/flush or less,
    - b. Faucets: 1.5 gallons/minute or less,
    - c. Showerheads: 2.2 gallons/minute or less;
  - 3. Energy Star qualified refrigerator;
  - 4. Energy Star qualified exhaust fans in all bathrooms; and
  - 5. Air conditioning: Minimum SEER of 14. Packaged units are allowed in studios and one-bedroom units with a minimum of 11.7 EER.
  
- V. **Describe efforts to meet the 20% Special Needs set-aside:** The Town partners with social service agencies serving the designated special needs populations to achieve the goal of the special needs set-aside. The goals will be met through owner-occupied rehabilitation and purchase assistance.
  
- W. **Describe efforts to reduce homelessness:** The Town will work with agencies serving the homeless populations primarily through referrals to rental assistance programs to place these individuals or families in rental or transitional housing for the purpose of providing a stable housing situation. The Town will continue to operate its Neighborhood Service Center which provides rent free space to non-profits who provide social services to the homeless.

**Section II. LHAP Strategies (Please read LHAP Strategy Quick Guide before developing strategies):**

<b>A. Purchase Assistance</b>	Code 2
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a. Summary: Funds will be awarded for downpayment and closing costs for new and existing homes.
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- b. Fiscal Years Covered: 2022-2023, 2023-2024, 2024-2025
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$50,000



- e. **Terms:**
1. Repayment loan/deferred loan/grant: Deferred payment loan secured by a note and mortgage.
  2. Interest Rate: 0 %
  3. Years in loan term: 10
  4. Forgiveness: Loan is forgiven on a prorated basis so that 10% of the principal is forgiven annually.
  5. Repayment: None required as long as the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: sale, transfer, or conveyance of property; loss of homestead exemption status; or failure to occupy the home as primary residence. If any of these occur, the outstanding balance will be due and payable.

In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

If the home is foreclosed on by a superior mortgage holder, the Town will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

- f. **Recipient/Tenant Selection Criteria:** Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as described in section I. (I) of this plan.
- g. **Sponsor Selection Criteria:** N/A
- h. **Additional Information:** Applicants and lenders must abide by the Lender guidelines, as amended from time to time. Mobile homes built before June 30, 1994 are not eligible. Modular homes and manufactured homes built after June 30, 1994 are eligible. No applicant shall be assisted with Purchase Assistance more than once.

<b>B. Owner Occupied Rehabilitation</b>	Code 3
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a. **Summary:** Funds will be awarded to repair owner occupied homes to alleviate code violations, health hazards and life and safety issues, electrical, plumbing, roofing, windows and other structural items. Other items may be included on rehabilitation projects if funds are available after completing repairs listed above.

- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low, low and moderate
- d. **Maximum award:** \$60,000



- e. Terms:
  1. Repayment loan/deferred loan/grant: Deferred payment loan secured by a note and mortgage.
  2. Interest Rate: 0%
  3. Years in loan term: 10
  4. Forgiveness: Loan is forgiven on a prorated basis so that 10 % of the principal is forgiven annually.
  5. Repayment: None required as long as the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: sale, transfer, or conveyance of property; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. If any of these occur, the outstanding balance will be due and payable.

In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

If the home is foreclosed on by a superior mortgage holder, the Town will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as described in in section I. (I) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: Mobile Homes are not eligible. Applicants who have received SHIP Owner occupied rehabilitation assistance from the Town cannot reapply for ten (10) years from the date of the executed agreement for home repair.

<b>C. Barrier Free</b>	<b>Code 3</b>
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a. Summary: Designed to improve accessibility to elderly applicants as defined by in 825.101 (4) and/or households that include one or more persons in need of accessibility upgrades by installing and/or replacing wheelchair ramps.

- b. Fiscal Years Covered: 2022-2023, 2023-2024, 2024-2025
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$20,000
- e. Terms:
  1. Repayment loan/deferred loan/grant: Grant





2. Interest Rate: N/A
  3. Years in loan term: N/A
  4. Forgiveness: N/A
  5. Repayment: N/A
  6. Default: N/A
- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with priorities for Special Needs, Essential Services Personnel and income groups as described in section I. (l) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: Mobile Homes are eligible.

<b>D. Disaster Assistance</b>	Code 5,16
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- a. Summary: Funds will be awarded to applicants in need of home repairs directly caused by a disaster that is declared by an Executive Order of the President or Governor. Repairs will be prioritized as follows:
1. Immediate threats to health and life safety (sewage, damaged windows, roofing) in cases where the home is still habitable.
  2. Imminent residual damage to the home (such as damaged windows, roofing) in cases where the home is still habitable.
  3. Repairs necessary to make the home habitable.
  4. Repairs to mitigate dangerous situations (exposed wires)
  5. SHIP funds may be used for temporary mortgage payments for up to 3 months for homeowners financially impacted by COVID-19.
  6. SHIP funds may be used for temporary rent payments for up to 3 months for tenants financially impacted by COVID-19.
- b. Fiscal Years Covered: 2022-2023, 2023-2024, 2024-2025
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$10,000
- e. Terms:
1. Repayment loan/deferred loan/grant: Grant
  2. Interest Rate: N/A
  3. Years in loan term: N/A
  4. Forgiveness: N/A
  5. Repayment: N/A
  6. Default: N/A



- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as described in section I. (I) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: Property must be owner-occupied. If homeowner is insured, proceed from the insurance must be used first before SHIP funds, except for the payment of the deductible.

<b>E. New Construction - Rental</b>	Code 21
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a. Summary: The strategy is designed to promote the production of affordable multi-family rental housing in the Town. Funds will be awarded to developers of affordable rental units that are awarded construction financing through other state or federal housing programs to construct or rehabilitate affordable rental units. This funding is intended to be used a gap financing required for the project.

- b. Fiscal Years Covered: 2022-2023, 2023-2024, 2024-2025
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$ 70,000 per unit
- e. Terms:
  1. Repayment loan/deferred loan/grant: Deferred payment loan secured by mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: 30 years
  4. Forgiveness: Forgiven at the end of the term.
  5. Repayment: None required if the loan is in good standing.
  6. Default: A default will be determined as: sale, transfer, or conveyance of property; conversion to another use; failure to maintain standards for compliance as required by any of the funding sources. If any of these occur, the outstanding balance will be due and payable.
- f. Recipient/Tenant Selection Criteria: Each tenant household in a SHIP-assisted unit must meet income qualifications of the program as determined and reported by the developer’s management company for the development.
- g. Sponsor/Sub-recipient Selection Criteria: Developers will apply to the Town through an RFQ process that is open year-round. The RFQ will require proof of developer experience in providing affordable rental housing, proof of financial capacity, evidence of site control (or contract for sale), proof of ability to proceed once all funding is closed, and a housing unit design plan that meets with the Town’s housing element in the Comprehensive Plan. All funding awards will be subject to closing on other funding sources.
- h. Additional Information: Developers will be required to meet compliance reporting requirements on the development necessary to meet the statutory requirements for monitoring of SHIP rental units.



### 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 Town's Community Services Manager was assigned to guide affordable housing developers through the permitting process. Affordable housing projects/initiatives will be expedited to a greater degree than all other projects in Davie. The Community Services Manager works closely with the Planning and Zoning Manager, Town Engineer and the Town's Chief Building Official to ensure any glitches in the permitting process for affordable housing initiatives are resolved in a expeditious manner.

- 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:

The Community Services Division will be consulted on all matters that impact affordable housing.

### 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.

**Town of Davie**

Fiscal Year: 2022-2023	
Estimated SHIP Funds for Fiscal Year:	\$ 694,627.00
Salaries and Benefits	\$ 67,862.70
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$ 1,600.00
Other*	\$
<b>Total</b>	<b>\$ 69,462.70</b>
Admin %	10.00%
<b>OK</b>	

Fiscal Year 2023-2024	
Estimated SHIP Funds for Fiscal Year:	\$ 694,627.00
Salaries and Benefits	\$ 67,862.70
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$ 1,600.00
Other*	\$
<b>Total</b>	<b>\$ 69,462.70</b>
Admin %	10.00%
<b>OK</b>	

Fiscal Year 2024-2025	
Estimated SHIP Funds for Fiscal Year:	\$ 694,627.00
Salaries and Benefits	\$ 67,862.70
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$ 1,600.00
Other*	\$
<b>Total</b>	<b>\$ 69,462.70</b>
Admin %	10.00%
<b>OK</b>	

\*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**

Town of Davie affirms that funds allocated for these fiscal years will  
(local government)  
meet the following deadlines:

Fiscal Year	Encumbered	Expended	Interim Report	Closeout Report
2022-2023	6/30/2024	6/30/2025	9/15/2024	9/15/2025
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

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

Fiscal Year	Funds Not Expended	Closeout AR Not Submitted
2022-2023	3/30/2025	6/15/2025
2023-2024	3/30/2026	6/15/2026
2024-2025	3/30/2027	6/15/2027

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

1. A statement that "(city/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](mailto:cameka.gardner@floridahousing.org) when you are ready to "submit" the AR.*

**Other Key Deadlines:**

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

**FLORIDA HOUSING FINANCE CORPORATION**  
**HOUSING DELIVERY GOALS CHART**  
**2022-2023**

<b>Name of Local Government:</b>		<b>Davie</b>										
<b>Estimated Funds (Anticipated allocation only):</b>		<b>\$ 694,627</b>										
Code	Strategies	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
	Homeownership											
									\$0.00	\$0.00	\$0.00	0
2	Purchase Assistance without Rehab	No		\$50,000	1	\$50,000	1	\$50,000	\$0.00	\$100,000.00	\$100,000.00	2
3	Owner Occupied Rehabilitation	Yes	3	\$60,000	2	\$60,000	1	\$60,000	\$360,000.00	\$0.00	\$360,000.00	6
3	Barrier Free	Yes	1	\$15,000	1	\$15,000		\$15,000	\$30,000.00	\$0.00	\$30,000.00	2
5, 16	Disaster Assistance	Yes							\$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
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		4		4		2		\$390,000.00	\$100,000.00	\$490,000.00	10
<b>Purchase Price Limits:</b>			<b>New</b>	\$ 382,194	<b>Existing</b>	\$ 382,194						

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
21	New Construction - Rental	Yes	1	\$70,000	1	\$70,000		\$70,000	\$140,000.00	\$0.00	\$140,000.00	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
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		1		1		0		\$140,000.00	\$0.00	\$140,000.00	2
	<b>Administration Fees</b>			\$ 64,462		9%		<b>OK</b>				
	<b>Home Ownership Counseling</b>			\$ -								
<b>Total All Funds</b>				\$ 694,462		<b>OK</b>						

**Set-Asides**

Percentage Construction/Rehab (75% requirement)		76.3%	<b>OK</b>
Homeownership % (65% requirement)		70.5%	<b>OK</b>
Rental Restriction (25%)		20.2%	<b>OK</b>
Very-Low Income (30% requirement)	\$ 265,000	38.1%	<b>OK</b>
Low Income (30% requirement)	\$ 185,000	26.6%	<b>OK</b>
Moderate Income	\$ 110,000	15.8%	

**FLORIDA HOUSING FINANCE CORPORATION**  
**HOUSING DELIVERY GOALS CHART**  
**2023-2024**

Davie												
Estimated Funds (Anticipated allocation only):			\$ 694,627									
Code	Strategies	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
	Homeownership											
									\$0.00	\$0.00	\$0.00	0
2	Purchase Assistance without Rehab	No		\$50,000	1	\$50,000	1	\$50,000	\$0.00	\$100,000.00	\$100,000.00	2
3	Owner Occupied Rehabilitation	Yes	3	\$60,000	2	\$60,000	1	\$60,000	\$360,000.00	\$0.00	\$360,000.00	6
3	Barrier Free	Yes	1	\$15,000	1	\$15,000		\$15,000	\$30,000.00	\$0.00	\$30,000.00	2
5, 16	Disaster Assistance	Yes							\$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
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		4		4		2		\$390,000.00	\$100,000.00	\$490,000.00	10
Purchase Price Limits:			<b>New</b>	\$ 382,194	<b>Existing</b>	\$ 382,194						

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
21	New Construction - Rental	Yes	1	\$70,000	1	\$70,000		\$70,000	\$140,000.00	\$0.00	\$140,000.00	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
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		1		1		0		\$140,000.00	\$0.00	\$140,000.00	2
	Administration Fees			\$ 64,462		9%		OK				
	Home Ownership Counseling			\$ -								
<b>Total All Funds</b>				\$ 694,462		OK						

**Set-Asides**

Percentage Construction/Rehab (75% requirement)		76.3%	OK
Homeownership % (65% requirement)		70.5%	OK
Rental Restriction (25%)		20.2%	OK
Very-Low Income (30% requirement)	\$ 265,000	38.1%	OK
Low Income (30% requirement)	\$ 185,000	26.6%	OK
Moderate Income	\$ 110,000	15.8%	



**FLORIDA HOUSING FINANCE CORPORATION**  
**HOUSING DELIVERY GOALS CHART**  
**2024-2025**

<b>Name of Local Government:</b>		<b>Davie</b>										
<b>Estimated Funds (Anticipated allocation only):</b>		<b>\$ 694,627</b>										
Code	Strategies	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
	Homeownership											
									\$0.00	\$0.00	\$0.00	0
2	Purchase Assistance without Rehab	No		\$50,000	1	\$50,000	1	\$50,000	\$0.00	\$100,000.00	\$100,000.00	2
3	Owner Occupied Rehabilitation	Yes	3	\$60,000	2	\$60,000	1	\$60,000	\$360,000.00	\$0.00	\$360,000.00	6
3	Barrier Free	Yes	1	\$15,000	1	\$15,000		\$15,000	\$30,000.00	\$0.00	\$30,000.00	2
5, 16	Disaster Assistance	Yes							\$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
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		4		4		2		\$390,000.00	\$100,000.00	\$490,000.00	10
<b>Purchase Price Limits:</b>			<b>New</b>	\$ 382,194	<b>Existing</b>	\$ 382,194						

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
21	New Construction - Rental	Yes	1	\$70,000	1	\$70,000		\$70,000	\$140,000.00	\$0.00	\$140,000.00	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
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		1		1		0		\$140,000.00	\$0.00	\$140,000.00	2
	<b>Administration Fees</b>			\$ 64,462		9%		<b>OK</b>				
	<b>Home Ownership Counseling</b>			\$ -								
<b>Total All Funds</b>				\$ 694,462		<b>OK</b>						

**Set-Asides**

Percentage Construction/Rehab (75% requirement)		76.3%	<b>OK</b>
Homeownership % (65% requirement)		70.5%	<b>OK</b>
Rental Restriction (25%)		20.2%	<b>OK</b>
Very-Low Income (30% requirement)	\$ 265,000	38.1%	<b>OK</b>
Low Income (30% requirement)	\$ 185,000	26.6%	<b>OK</b>
Moderate Income	\$ 110,000	15.8%	

**CERTIFICATION TO  
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity:

Town of Davie

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

  
\_\_\_\_\_  
Chief Elected Official or designee

\_\_\_\_\_  
Witness

Judy Paul Mayor  
\_\_\_\_\_  
Type Name and Title

\_\_\_\_\_  
Date

OR

  
\_\_\_\_\_  
Attest:



RESOLUTION NO. R 2022-113

A RESOLUTION OF THE TOWN OF DAVIE, 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; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR 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;

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;

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

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;

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 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;

WHEREAS, the Community Services Division has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation;

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

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE THAT:

Section 1. Legislative Findings/Recitals. The above recitals are hereby adopted by the Town of Davie as its legislative findings relative to the subjects and matters set forth in this Resolution.

Section 2. The Town Council of the Town of Davie 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 2022-2023, 2023-2024, 2024-2025.

Section 3. The Mayor or designee is hereby 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 4. Conflict. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

Section 5. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, it is the intent of the Town Council that such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application and, to this end, the provisions of this Resolution are declared severable.

Section 6. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 27<sup>th</sup> DAY OF JULY, 2022.

  
MAYOR/COUNCILMEMBER

ATTEST:

  
ASSISTANT TOWN CLERK

APPROVED THIS 27<sup>th</sup> DAY OF JULY, 2022.

Approved as to Form and Legality:

  
TOWN ATTORNEY