EXHIBIT A

CITY OF LARGO

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2025-2026, 2026-2027, 2027-2028

Adopted March 18, 2025-Resolution No. 2428

Technical Revisions adopted January 20, 2026- Resolution No. 2452
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Exhibits	
A. Administrative Budget for each fiscal year covered in the Plan B. Timeline for Estimated Encumbrance and Expenditure C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan D. Signed LHAP Certification E. Signed, dated, witnessed or attested adopting resolution F. Ordinance: (If changed from the original creating ordinance) G. Interlocal Agreement	

I. Program Details:

A. LG(s)

Name of Local Government	City of Largo
Does this LHAP contain an interlocal agreement?	No
If yes, name of other local government(s)	Not Applicable

B. Purpose of the program:

- To meet the housing needs of the very low, low, moderate-income households, and 121-140% 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: 2025-2026, 2026-2027, 2027-2028

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 a public meeting at the City of Largo's Community Development Advisory Board meeting that will be held on February 24, 2025. The Community Development Advisory Board consists of local residents from various neighborhoods in the community that provide input and recommendations to the Largo City Commission. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and copies of the Local Housing Assistance Plan were posted on the City's website, Largo City Hall, and the Largo Public Library Reference Desk. Incentives from the prior years' Affordable Housing Advisory Committee Reports were also incorporated into the Local Housing Assistance Plan.

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:

1. Special Needs: Very-Low, Low, Moderate
2. Essential Services Personnel: Very-Low, Low, Moderate
3. After Special Needs and Essential Services Personnel-by income level: Very-Low, Low, Moderate, 121-140%

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. In addition, Pinellas County Code of Ordinances, Chapter 70 – Human Relations, Article II – Discrimination, prohibits discrimination in the areas of employment, government programs, and housing and public accommodations on the basis of race, color, religion, national origin, familial status, sex (including gender identity and gender expression), sexual orientation, and disability within the legal boundaries of Pinellas County, Florida, including all unincorporated and incorporated areas.

K. Support Services and Counseling: Support services are available from various sources. Available support services include but are not limited to: Homeownership counseling (pre and post), foreclosure counseling, a coordinated entry system for people experiencing homelessness, emergency financial assistance, elderly chore services and fair housing legal counseling.

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 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	SHIP Plans, Reports, Owner-Occupied Housing Rehabilitation/Replacement Administration, Affordable Housing Development Administration, review/monitoring Third Party Entity for Purchase Assistance Strategy, Rental Deposit/Eviction Prevention Strategies (depending on scale of program), Manufactured Housing Strategy, and Disaster Assistance Strategy (depending on event scale)	9%
Third Party Entity/Subrecipient	Purchase Assistance Strategy, Owner-Occupied Affordable Housing Development Program Homebuyer Assistance, Rental Deposit/Eviction Prevention Strategies (depending on scale or program), Disaster Assistance Strategy (depending on event scale)	1%

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 not exceed 5% per project. Project Delivery Costs for the Owner-Occupied Housing Rehabilitation, Home Replacement, Manufactured Housing Rehabilitation, Rental

and Owner-Occupied Affordable Housing Development Programs include project-related activities, such as: performing inspections, developing work write-ups, performing construction bid tasks, managing construction contracts, approving change orders and processing project payments. Project delivery costs for the Purchase Assistance, Homebuyer Assistance and the Owner-Occupied Affordable Housing Strategies include: housing counseling, homebuyer education, and inspections of the housing units. Project delivery costs for Rental/Utility Start Up Strategy and Manufanufactured Housing Strategy include: home inspections. Disaster assistance may utilize similar project delivery costs as listed above based on the type of assistance being provided.

T. Essential Service Personnel Definition (ESP): ESP includes construction/manufacturing personnel, first responders inclusive of support staff, teachers and educators, healthcare personnel, government personnel, skilled building trades personnel, food service personnel, retail workers, and military service personnel.

U. Describe efforts to incorporate Green Building and Energy Saving products and processes: The City of Largo's Owner-Occupied Housing Rehabilitation Strategy provides up to a $5,000 grant to benefit energy conservation improvements. The following energy conservation, sustainability, and/or disaster resistance, will be incorporated into projects whenever financially feasible:

Structural Items:
1. Water saving plumbing fixtures;
2. Additional attic insulation to R-38;
3. Hip roof design for all new construction and reframing;
4. Hurricane clips to existing roof construction;
5. Secondary water membranes for roofs;
6. Reflective striping on roofs to reflect heat away;
7. Attic ventilation to include solar attic fans;
8. Programmable thermostats;
9. Ceiling fans to minimize heat/air conditioning usage;
10. SEER upgrades higher than code – SEER-15 available to homeowner for HVAC systems; SEER 16 or 15.2 SEER 2
11. Energy Star appliances (or equivalent/higher standards) –tankless or solar powered water heater;
12. Exhaust fans in all kitchens and baths to circulate air;
13. Utilize LED lighting;
14. Vinyl soffit and fascia;
15. Low odor and low VOC paints;
16. Seal ductwork;
17. Windows – impact glass required; insulated and low "e" available to homeowners;
18. Caulking and weather stripping;
19. Hurricane rated entrance doors and garage doors;
20. Contractor recycling of demolished materials, where possible;

Under the Home Replacement Strategy, the following energy conservation, sustainability, and/or disaster resistance, will be incorporated into projects whenever financially feasible:

Property/Landscaping Items:
1. Drought resistant turf;
2. Grading away from housing to help prevent water intrusion;
3. Landscaping that promotes maximum summer shade;
4. Avoid excess plants/shrubs near the home (create humid microclimates);
5. Install bioswales; and
6. Maximize permeable membranes around the home

V. **Describe efforts to meet the 20% Special Needs set-aside:** The SHIP application includes the statutory special needs definition and asks if any household member meets the definition. A significant portion of the City's applicants regularly qualify as special needs. Through the Owner-Occupied Housing Rehabilitation Program, the City offers up to $5,000 as a Barrier Removal Grant. Special flyers have been developed specifically to market the barrier removal grants as part of the Owner-Occupied Housing Rehabilitation Program. These flyers are available at City facilities, the Public Library and shared at City neighborhood events. Referrals to the program also come from the City's Community Standards Division (Code Enforcement) and the Police Department's Senior Services Program to the Owner-Occupied Housing Rehabilitation Program.

W. **Describe efforts to reduce homelessness:** The City of Largo actively participates in countywide homeless planning efforts in partnership with the Pinellas County Continuum of Care. City staff also participates in the annual homeless Point-in-Time count to obtain information on the street homeless population in the community. The City also funds homeless shelters and organizations through its federal Community Development Block Grant (CDBG) Program and American Rescue Plan Act (ARPA) funds. The City's Homeless Outreach Team connects people experiencing homelessness to shelter and services. City staff also refer callers to http://www.floridahousingsearch.org for affordable housing availability listings. The SHIP LHAP contains two strategies that can also help people experiencing homelessness or at risk of homelessness in Largo: Rental Deposit Strategy and the Eviction Prevention Strategy. However, SHIP funding limits the amount of funding that can be used for rental strategies.

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

A. Owner-Occupied Housing Rehabilitation	Code: 3, 6

a. **Summary**: SHIP funds will be awarded to income-eligible households to correct housing code deficiencies, remove barriers for persons with disabilities, make energy efficiency improvements, abate the presence of lead-based paint, and harden the home for disaster resistance. Eligible unit types include: single-family homes, townhomes, villas and condominiums. (See also Manufactured Homes Strategy)

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

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

d. **Maximum award**: $85,000;

f. **Terms:**

1. Repayment loan/deferred loan/grant:
   i. Assistance will be provided in the form of a deferred payment forgivable loan secured by a note and mortgage.
   ii. Grant items listed below do not require repayment:
      - Barrier Removal-up to $5,000
      - Energy Efficiency Improvements-up to $5,000
      - Lead Based Abatement-up to $10,000
      - Sidewalk Installation (installation of sidewalk in front of property for safety improvements
      - Temporary Relocation Costs
      - Project Delivery Costs

2. Interest Rate: 0 %

3. Years in loan term: 15 years

4. Forgiveness: Beginning in the 6th year of the loan, the loan amount will be reduced by 10% per year on the anniversary date of the loan closing date until the end of the 15-year term, at which the loan will be satisfied unless a default occurs during the loan term.

5. Repayment: None required as long as loan is in good standing and remains in the home for the 15-year period.

6. Default:
   a. In the event any of the following conditions occur, the outstanding balance of the rehabilitation loan shall be in default and payable to the City of Largo:
      i. The sale of the property;
      ii. The property is leased or rented;
      iii. The property is refinanced with cash out to borrower;
      iv. The property is used as collateral for a home equity lien of credit;
      v. The title is transferred, judicial sale, levy, or foreclosure against the property; or

vi. The qualifying homeowner(s) die(s) during the loan term (except as indicated below).

b. If the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by an income-eligible heir who will occupy the home as a primary residence (owner-occupant as indicated by Property Records and Homestead Exemption). 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.

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

g. **Recipient/Tenant Selection Criteria**:

2. Applicants must be the owner-occupant of the property.
3. The applicant must be current on their property taxes and mortgage.
4. Properties with open equity lines of credit, reverse mortgages, judgements, or with other mortgages in default are ineligible.
5. Applicant must have sufficient equity in the property for the rehabilitation loan.
6. Housing unit and property must be reasonably free of clutter to the extent that required home inspection and construction could be completed without significant removal/movement of non-furniture items. The owner is responsible for cleaning up junk, trash and debris code violations on the property prior to application approval. This will be confirmed during the one-hour initial inspection.
7. Property cannot be located in a Special Flood Hazard Area or Coastal High Hazard Area unless a Flood Elevation Certificate is on file with the City showing the property is elevated above Base Flood Elevation.
8. Starting on/after adoption of Resolution No. 2467, applicants that have previously used this program are ineligible to use the program again, with the exception for applicants that are extremely-low or very-low income, and/or that meet the statutory definition of special needs.
9. Applicants who have received rehabilitation grants through this Program or through other City Housing Programs in the past are ineligible for the same grant in the future (work can be done as part of the loan).

~~8.~~9. Applicants who previously defaulted on a housing loan with the City of Largo will not be eligible for this program.

~~9.~~10. Waiting List Prioritization:

1. Emergency Needs (examples: active water leak, imminent fire hazard, physical inaccessibility, imminent risk of homelessness due to home conditions):
    a. Extremely-Low Income
    b. Very-Low Income
    c. Low Income
    d. Moderate Income

2. Special Needs Accommodations for residents needing home modifications to remain independent in their homes.
    a. Extremely-Low Income
    b. Very-Low Income
    c. Low Income
    d. Moderate Income

h. **Sponsor Selection Criteria**: N/A

i. **Additional Information:**

1. The property must be in Largo city limits (property tax code "LA").

2..

B. Owner-Occupied Home Replacement	Code: 4

a. **Summary**: The City of Largo's Housing Replacement Program provides an alternative when the home is deemed unrepairable (cost of rehabilitation exceeds the maximum rehabilitation amount of $85,000). Program funding can be used to demolish and build a new home on the existing property. Temporary relocation costs may be included as project costs if funding is available as part of the maximum award. These costs will be included with the loan for the project.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

c. **Income Categories to be served**: Very low, low

d. **Maximum award**: $300,000

e. **Terms**:

1. Repayment loan/deferred loan/grant:
   The following items are loans:

   a. Very-Low Income Households: There will be two loans recorded on the property for construction costs: 1) A 30-year 0% interest payback loan of $25 monthly loan payment plus escrow costs for taxes and insurance, and 2) a deferred 0% interest construction loan for 30 years for the remainder of the construction costs. Once the first payback loan is paid, the homeowner can refinance through private funding sources to pay off the City loan or be income-certified by the City again to establish another payback loan and deferred loan based on their income level at that time. If their income increased since the initial income-certification, their loan repayment terms will be based on their current income level at the time of re-certification.

   b. Low-Income Households: There will be two loans recorded on the property for construction costs:
   1) A 30-year 0% interest payback loan for which payments will not exceed 30% of the household's gross monthly income for Principal, Interest, Taxes, Insurance (PITI) and homeowner's association fees, and 2) A deferred 0% interest construction loan for 30 years for the remainder of the construction costs. Once the first payback loan is paid, the homeowner can refinance through private funding sources to pay off the City loan or be income-certified by the City again to establish another payback loan and deferred loan based on their income level at that time. If their income increased since the initial income-certification, their loan repayment terms will be based on their current income level at the time of re-certification. Any exceptions to this calculation (e.g. retiring within the next 2-5 years) must be requested in writing by the homeowner detailing the request for the exception, and any such exception must be reviewed and approved by the City Housing

Manager.

c. The Items listed below will be provided as grants and shall not have payback requirements:
   - Temporary Relocations Costs
   - Sidewalk Installation (installation of sidewalk in front of the property as part of site development)
   - Project Delivery Costs

2. Interest Rate: 0 %

3. Years in loan term: 30 years

4. Forgiveness: N/A

5. Repayment:
   a. Loans will be repaid monthly based on the owner's income level as outlined in the "Repayment Loan/deferred Loan/Grant" section above. If a default occurs during the loan term, the remaining balance must be repaid to the City.

   b. For payback loans including escrow payments, the loan servicer will analyze the amount collected for property taxes and insurance once per year and, if necessary, will adjust payments to ensure that adequate amounts are escrowed.

   c. There will be no prepayment penalty. Borrowers may pay off all or any portion of the outstanding principal balance at any time.

6. Default:
   a. In the event any of the following conditions occur, the outstanding balance of the rehabilitation loan shall be in default and payable to the City of Largo:
   1. The sale of the property;
   2. The property is leased or rented;
   3. The property is refinanced with cash out to borrower;
   4. The property is used as collateral for a home equity line of credit;
   5. The title is transferred, judicial sale levy, or foreclosure against the property; or
   6. The qualifying homeowners(s) die(s) during the loan term (except as indicated below).
   7. If the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by an income-eligible heir who will occupy the home as a primary residence (owner-occupant as indicated by Property Records and Homestead Exemption). If the legal heir is not eligible for loan assumption, or chooses not to use the loan assumption process, the balance of the loan(s) will be due and payable.
   8. If the home is foreclosed on by a superior mortgage holder, the City of Largo will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing repayment.

f. **Recipient/Tenant Selection Criteria**:
   1. Applicants must be the owner-occupant of the property.
   2. Housing unit and property must be reasonably free of clutter to the extent that required home inspection can be completed and relocation of household items for reconstruction would not require additional storage/relocation of household items above reasonable quantities for a single-family home. The owner is responsible for cleaning up junk, trash and debris code violations on the

property prior to application approval.

3. Property cannot be located in a Special Flood Hazard Area or Coastal High Hazard Area unless a Flood
   a. Elevation Certificate is on file with the City showing the property is elevated above Base Flood Elevation.
4. Applicants who previously defaulted on a housing loan with the City of Largo will not be eligible for this program.

5. Waiting List Prioritization:
   a. Very-Low Income
   b. Low Income

g. **Sponsor Selection Criteria**: N/A

h. **Additional Information**:
   1. The property must be in Largo city limits (property tax code "LA").
   2. Funding is limited for this strategy due to the significant cost for replacement. If funding is not available and critical repairs are needed, the project can either be placed on a waiting list for funding or the project can revert back to Owner-Occupied Rehabilitation to address the most critical items within the Maximum Award for Owner-Occupied Rehabilitation.

C. Purchase Assistance Program	Code: 2

a. **Summary:** SHIP funds will be awarded for downpayment/closing cost assistance for income-eligible homebuyers through the City's downpayment assistance program. The program also provides guidance to homebuyers through homebuyer education and housing counseling to prepare homebuyers for homeownership.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

c. **Income Categories to be served**: Very- Low, Low, Moderate and 121-140%

d. **Maximum award**:

Each of the following Maximum Award amounts listed below include $1,500 for the National Standards for Physical Inspection of Real Estate Inspection (NPSIRE), and lead-based paint inspection (for homes built before 1978) as required for the City's downpayment assistance program, homebuyer education and pre-purchase housing counseling. Homebuyer education and pre-purchase counseling are provided through the subrecipient agency(ies) administering the Purchase Assistance Program. NPSIRE and lead-based paint inspections are performed by a project deliverable provider. The cost for the inspections, and education/counseling is provided as a grant:

1. $76,500 ($75,000 downpayment assistance + $1,500) – Very-Low Income/Low Income
2. $41,500 ($40,000 downpayment assistance + $1,500) - Moderate Income
3. $16,500 ($15,000 downpayment assistance + $1,500) - 121-140% AMI

e. **Terms:**

1. Repayment loan/deferred loan/grant:
   i. Downpayment assistance funding will be awarded as a deferred loan secured by a recorded subordinate mortgage and note. Very-low income loans revert to a forgivable loan at the end of the loan term. All other loans convert to payback, or partial payback/partial forgiven loans after a five-year deferment period (see Forgiveness and Repayment sections below).

   ii. The cost for the HQS inspection and education/counseling are provided as a grant.

2. Interest Rate: 0 %

3. Years in loan term: Very-Low, Low, and Moderate: 25 years
   121-140%: 15 years
4. Forgiveness:

Very-Low	100% of the loan will be forgiven at the end of the loan term
Low	50% of the loan will be forgiven at the end of the loan term
Moderate	No loan forgiveness
121-140%	No loan forgiveness

   If the property goes into default during the loan term, the full amount of the loan is required to be paid back.

5. Repayment: The deferred subordinate mortgage becomes due based on the schedule below for each income level. For the loans that convert to payback after the deferment period, the loan will be repaid by the homeowner through monthly installments. For any deferred purchase assistance loans awarded prior to the technical revision adopted by Resolution No. 2358, at the end of the deferment period, a repayment schedule will be established in accordance with Largo's Loan Re-deferral/Payback Policy, as attached which may be amended from time to time.

Very-Low	100% forgiven at the end of the loan term
Low	Deferred for 5 years; payback ½ of loan amortized over the remainder of the loan term; other ½ of loan is forgiven at the end of the loan term
Moderate	Deferred for 5 years; full payback amortized over the remainder of the loan term
121-140%	Deferred for 5 years; full payback amortized over the remainder of the loan term

   There will be no forgiveness if property is sold or otherwise goes into default (see Default section below) prior to maturity due date of the mortgage.

6. Default:
   a. In the event any of the following conditions occur, the loan shall be in default and payable to the City of Largo;
      i. The sale of the property;
      ii. The property is leased or rented;
      iii. The property is refinanced with cash out to the borrower;
      iv. The property is used as collateral for a home equity line of credit;
      v. The original borrower(s) is no longer the owner-occupant of the property;
      vi. The title is transferred, judicial sale levy, or foreclosure against the property; or

vii. The qualifying homeowner(s) die(s) during the loan term (except as indicated below).

b. If the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by an income-eligible heir who will occupy the home as a primary residence (owner-occupant as indicated by Property Records and Homestead Exemption). 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.

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

f. **Recipient/Tenant Selection Criteria:**

1. Property to be purchased must be primary residence of the buyer.
2. The applicant Is not required to be a first-time homebuyer to qualify for assistance, but they cannot own a property serving as the principal residence at the time of closing.
3. Waiting List Priority: Applicants will be ranked for assistance based on first-qualified, first- eligible basis following receipt of a complete application, income qualification, first mortgage approval, and completion of the City-approved Homebuyer Education class.
4. Applicants who previously defaulted on a housing loan with the City of Largo will not be eligible for this program.
5. Applicants must be able to obtain a first mortgage from a licensed lending institution. The first mortgage term cannot exceed a term of 30 years and must have a fixed rate. Subprime mortgages are ineligible.

g. **Sponsor Selection Criteria**: Not Applicable

h. **Additional Information**:

1. The property being purchased must be in Largo City limits (Property Tax Code "LA").
2. Eligible housing units include: single-family detached homes, townhomes and condominiums.
3. All buyers must complete a City-approved eight (8) hour homebuyer education class and a one-on-one housing counseling session through a HUD- approved housing counseling agency prior to downpayment assistance program approval.
4. Other state, federal, county, private and homeowner contributions may be leveraged with SHIP funds.
5. All properties must meet the National Standards for Physical Inspection of Real Estate Inspection (NSPIRE). If the lead-based paint test indicates the presence of lead-based paint, a risk assessment will be ordered and interim controls must be completed by a qualified contractor to stabilize the paint. An inspection is required to verify that the property meets applicable safety/code requirements.
6. Applicants will be required to contribute $1,000. Required pre-paid items that the homebuyer pays, such as earnest money deposit, appraisal fees, home inspection fees, and homeowner's insurance, qualify as part of this contribution.
7. The sales price cannot exceed the City's Maximum Purchase Price (see Section I.L. of this document).

D. Owner-Occupied Affordable Housing Development Program	Code: 9, 10

a. **Summary**: Funds will be awarded to developers of affordable housing for rehabilitation, reconstruction, or new construction of affordable owner-occupied housing units. The program aides in bringing vacant, dilapidated properties up to code either through rehabilitation or reconstruction of existing units and construction of housing units on vacant infill lots. The program may also provide assistance for multi-unit owner-occupied affordable housing developments.
Eligible costs include: property acquisition, demolition/clearance, site improvements, payment of impact fees, rehabilitation, and new construction. Houses rehabilitated or constructed will be sold to SHIP income-eligible buyers. Financial assistance (Homebuyer Assistance) will also be provided to the homebuyer of the housing unit in the form of downpayment/closing cost assistance.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

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

d. **Maximum award**:
Developer Assistance*:* $260,000/unit
Homebuyer Assistance*:* Each of the following Maximum Award amounts listed below includes $1,500 for the National Standards for Physical Inspection of Real Estate Inspection (NSPIRE) inspection, lead-based paint test (for homes older than 1978), homebuyer education and pre-purchase housing counseling. The cost for the inspections and education/counseling is provided as a grant:

1. $76,500 ($75,000 downpayment assistance + $1,500) – Very -Low Income/Low Income
2. $41,500 ($40,000 downpayment assistance + $1,500)-Moderate Income

e. **Terms:**

1. Repayment loan/deferred loan/grant:
   a. Developer Assistance: Funds will be awarded as a repayment loan secured by a recorded mortgage and note. Project Delivery Costs will be provided as a grant.
   b. Homebuyer Assistance: Funds will be awarded as a deferred subordinate loan secured by a recorded subordinate mortgage and note. Very-low income loans revert to a forgivable loan at the end of the loan term. All other loans convert to payback, or partial payback/partial forgiven loans after a five-year deferment period (see Forgiveness and Repayment sections below).
   c. Project delivery costs are considered a grant.

2. Interest Rate: 0 % (both developer and homebuyer assistance)

3. Years in loan term:
   a. Developer Assistance: Not to exceed 2 years
   b. Homebuyer Assistance: Very-Low, Low, and Moderate: 25 Years

4. Forgiveness:
   a. Developer Assistance: Due to the high cost of redevelopment of parcels in the City that often includes demolition and clearance costs, and increasing construction/land costs, upon sale of the housing unit to an income-eligible household, the total project costs that

exceed the sale price of the home may be forgiven (SHIP subsidy). The City will evaluate the developer's application to determine if anticipated amounts that would be forgiven are reasonable.

b. Homebuyer Assistance:

Very-Low	100% of the loan will be forgiven at the end of the loan term
Low	50% of the loan will be forgiven at the end of the loan term
Moderate	No loan forgiveness

5. Repayment:

a. Developer Assistance:

When the home is sold to an eligible buyer or the two-year term expires, the amount of SHIP funds provided, less the SHIP subsidy (see Forgiveness above) are due and payable from the proceeds at re-sale to an income-eligible homebuyer. The Developer may include up to a 15% developer fee in its construction costs calculation that is used for determining the amount of payback or forgivable loan portion to the City.

b. Homebuyer Assistance:

The deferred subordinate mortgage becomes due based on the schedule below for each income level. For the loans that convert to payback after the deferment period, the loan will be repaid by the homeowner through monthly installments. For any deferred purchase assistance loans awarded prior to the technical revision adopted by Resolution No. 2358, at the end of the deferment period, a repayment schedule will be established in accordance with Largo's Loan Re-deferral/Payback Policy, as attached which may be amended from time to time.

Very-Low	100% forgiven at the end of the loan term
Low	Deferred for 5 years; payback ½ of loan amortized over the remainder of the loan term; other ½ of loan is forgiven at the end of the loan term
Moderate	Deferred for 5 years; full payback amortized over the remainder of the loan term

6. Default:

a. Developer Assistance: A default will be determined as: sale, transfer, or conveyance of property to a non-income eligible household or prior to completion of the unit; conversion to another use; failure to maintain standards for compliance with program requirements. If any of these occur, the amount of SHIP funds provided to the Developer, including any portion of the developer fee paid will be due and payable. A default will also occur if the property is not sold to an income eligible household within the term of the Developer's Affordable Housing Development loan.

b. Homebuyer Assistance:

i. In the event any of the following conditions occur, the loan shall be in default and payable to the City:

a. The sale of the property;
b. The property is leased or rented;
c. The property is refinanced with cash out to the borrower;
d. The property is used as collateral for a home equity line of credit;
e. The original borrower(s) is no longer the owner-occupant of the property;
f. The title is transferred, judicial sale levy, or foreclosure against the property; or
g. The qualifying homeowner(s) die(s) during the loan term (except as indicated below)

ii. If the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by an income-eligible heir who will occupy the home as a primary residence (owner-occupant as indicated by Property Records and Homestead Exemption). 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.

iii. A Land Use Restriction Agreement will be recorded with the land for the shared equity provision (see below).

iv. Shared Equity: During the first ten-years, a shared equity provision will be utilized to maintain the affordability of the unit. Equity sharing is required unless the housing unit is re-sold to an income-eligible client at no more than the Maximum Purchase Price during the term of the equity sharing provision.

a. Shared Equity:

1. If the homebuyer sells or transfers the home within the first year of the purchase, 100% of the appreciation portion of the sales price plus the outstanding loan balance on the homebuyer assistance will be due to the City. The amount of equity payable to the City reduces by 10% per each full year for a ten-year period.
2. "Appreciation" is defined as the gain between the original purchase price by the homebuyer and the re-sale price, less any reasonable title and real estate costs associated with the re-sale and less the value of home improvements as defined in sub-section 3. below.
3. If the homebuyer has performed any permitted improvements on the property, the permitted value of the work shall be added to the basis of the initial sales price in the determination of the shared equity.
4. If the homebuyer sells the property to a family member, spouse or ex-spouse, or any other friend or acquaintance, the City may order an appraisal to determine if the sales price is equitable and require the shared equity amount to be determined by that valuation.
5. Under no condition shall the shared equity amount be more than double the original City assistance.
6. The City may waive the equity sharing provision during the ten-year period if the following conditions are met:
    a. The home has been in compliance up to the point of the re-sale;
    b. The home is sold during that ten-year period to another income eligible homebuyer, as certified by the City; and

c. The home is sold at a price not to exceed the currently adopted Maximum Sales Purchase Price at the time of the re-sale.

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

f. **Recipient/Tenant Selection Criteria**:

1. Applicants will be ranked for assistance based on first-qualified, first-eligible basis following receipt of a complete application, income qualification, first mortgage approval, completion of the City-approved Homebuyer Education class, and a one-on-one housing counseling session.
2. The applicant must be a first-time homebuyer as defined in Section I.Q.
3. Property to be purchased must become the primary residence of the buyer.
4. Applicants must be able to obtain a first mortgage from a licensed lending institution. The first mortgage term cannot exceed a term of 30 years with a fixed rate. Subprime mortgages are ineligible.
5. Applicants who previously defaulted on a housing loan with the City of Largo will not be eligible for this program.

g. **Sponsor Selection Criteria**:

Applications from project sponsors (developers) will be reviewed on an ongoing basis, pending funding received. The following factors will be taken into consideration when reviewing proposals;

1. Capacity and capability to carry out the project, including financial capacity and capability;
2. Experience in completing affordable housing projects;
3. Leveraging;
4. Timeframe for project completion;
5. Compatibility with the City's Comprehensive Development Code;
6. Use of green building and disaster hardening features/techniques;
7. Funding Availability; and
8. Whether the sponsor employs personnel from the Welfare Transition Program.

h. **Additional Information**:

1. The property must be in Largo City limits (Property Tax Code "LA").
2. Eligible housing units include: single-family detached homes, townhomes and condominiums.
3. All buyers receiving Homebuyer Assistance must complete a City-approved eight (8) hour homebuyer education class through a HUD-approved housing counseling agency. The homebuyer education class must be taken prior to closing.
4. Other state, federal, county, private and homeowner contributions may be leveraged with SHIP funds.
5. Applicants using the Homebuyer Assistance will be required to contribute $1,000. Required pre-paid items that the homebuyer pays, such as earnest money deposit, appraisal fees, home inspection fees, and homeowner's insurance, qualify as part of this contribution. In the case of Habitat for Humanity projects, the homebuyers contribute sweat equity hours toward their home purchase.
6. The sales price cannot exceed the City's Maximum Purchase Price (see Section I.L. of this document).

E. Rental Affordable Housing Development	Code: 14, 20 ,21

a. **Summary:** This strategy is designed to provide local investment/contribution toward creation of new affordable rental housing or preservation of rental affordable housing in partnership with private and non-profit developers. This strategy can be utilized in conjunction with affordable incentives offered in the City of Largo Comprehensive Development Code (CDC) such as affordable housing density bonuses. Rental units such as single family, duplex, triplex and multi-family units are eligible under this program. Special needs housing is also eligible under this program. Funding may be used for property acquisition, rehabilitation or construction of small-scale rental developments, such as infill duplexes or single-family homes; however limitations on funding also restrict the amount available for these purposes as well.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

c. **Income Categories to be served**: Very low, low

d. **Maximum award**: $260,000/unit, or no more than$1,000,000 per development (based on funding availability)

e. **Terms:**

1. Repayment loan/deferred loan/grant:
   i. Funds will be awarded as a loan secured by a recorded subordinate mortgage and note.
   ii. Funding for Very-Low Income Units: Deferred, forgivable loan
   iii. Funding for Low-Income Units: Re-payable loan with payment starting from three (3) years from the loan date to provide for construction, lease-up property stabilization and then amortized for the remaining loan term.
   iv. Project delivery costs are considered a grant.

2. Interest Rate:
   a. 0 %, 2% (See Loan Term below)

3. Years in loan term:
   a. 15 years for projects with a 2% interest rate
   b. 30 years for projects with a 0% interest rate, including for projects eligible for the deferred mortgage (serving Very-Low Income households)

4. Forgiveness: Funding for Very-Low Income Units Only: Loans will be forgiven at the end of the 30-year loan term.

5. Repayment: Funding for Low-Income Units. Monthly payments on payback loans will be made on the loan starting after the three-year lease-up period. Deferred payment loans for very-low income units do not require payback unless a default occurs during the loan term. The Developer may apply for up to a 15% developer fee, based on the amount of City SHIP funding being provided. The Developer fee does not require repayment.

6. Default: The loan will be considered in default and due and payable if any of the following occur:
   a. Failure to complete the project, including lease-up of assisted units, within the time requirements of the awarded funding;
   b. Failure to maintain program compliance requirements as required by SHIP; and /or
   c. Conversion to another use.

f. **Recipient/Tenant Selection Criteria**: All households that occupy a SHIP assisted unit must be selected on a first-qualified, first-served basis and be income eligible for the program as determined by the City of Largo staff or third-party entity hired by the developer to annually monitor for compliance.

g. **Sponsor/Sub-recipient Selection Criteria**:

1. Affordable Housing Development applications will be funded on a first qualified, first eligible basis.

2. Applications will be reviewed based on the following:
   a. Funding availability and funds leveraged from other sources;
   b. Income ranges served and affordability of units;
   c. Past performance and timeframe for project completion; and
   d. Other factors, such as energy/sustainability and disaster resistance components;
   e. Proposed projects are reviewed by staff to determine project viability and the developers ability to repay a loan under the terms and conditions requested. When providing subordinate financing, the senior lender's underwriting will be used.

h. **Additional Information**:

1. Developers that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible non-profit organizations for purchase at the current market value for continued occupancy by eligible persons.
2. Loan terms above can be flexible if the project is receiving federal/state funding, such as Low-Income Housing Tax Credits, that have specific terms for local government match. Such terms will be incorporated into a Development Agreement.

F. Rental Eviction Prevention Program	Code: 13

a. **Summary**: The Eviction Prevention Program assists and protects families and individuals from eviction from their rental units, due to a disruption in payment caused by an unavoidable short-term financial hardship. Examples of short-term financial hardship can include, but are not limited to: furlough, short-term reduction in work hours, unpaid medical leave from work for a certain period of time, gap in employment where new/re-employment has a set start date, client had a recent significant necessary expense (ex. major medical expense or car repair bill) that hindered their ability to pay rent, or if the client had a short-term financial hardship in the past six (6) months and needs help catching up on bills to avoid eviction). Assistance can include up to six (6) months past due rent and late fees related to the lease and can include past due utility charges if charged by the landlord.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

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

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**:
1. Applicants will be ranked for assistance based on a first-qualified, first-eligible basis with the priorities described in Section 1. (l) of the Plan.

2. Applicant must be in danger of being evicted from their rental dwelling because of late or non-payment as a result of an unavoidable, short-term financial hardship.

3. Gross annual income limits cannot exceed limits outlined above. This is a one-time grant per household.

g. **Sponsor Selection Criteria**: N/A

h. **Additional Information**:
1. Rental property must be in Largo city limits (property tax code "LA")
2. Rental rates cannot exceed the maximum SHIP-approved rental rates for the client's income level.

G. Rental & Utility Start-Up Program	Code: 23

a. **Summary**: This strategy is targeted to homeless and at-risk of homeless households to acquire quality, safe, decent, and affordable rental housing. Eligible expenses include rental and utility deposits and associated application fees. Assistance may be provided for up to six (6) months' depending on household need for such. Assistance for very-low income households with at least one adult who is a person with special needs as defined in s. 420.0004 or homeless as defined in s. 420.621 may be eligible up to 12 months of rental assistance (rent subsidy).

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

c. **Income Categories to be served**: Very-Low, Low

d. **Maximum award**: $15,000
The cost of the NSPIRE inspection can be included as Project Delivery Costs.

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**:

1. Applicants will be referred through the Coordinated Entry System, Rapid Re-Housing Programs, or other similar housing programs in Pinellas County.
2. Applicants must be homeless or have imminent risk of homelessness.
3. Assistance will be provided on a first qualified, first served basis.

g. **Sponsor Selection Criteria**: N/A

h. **Additional Information**:

1. The household is required to have a minimum twelve-month lease.
2. The unit must pass the National Standards for Physical Inspection of Real Estate Inspection (NSPIRE). The cost of the NSPIRE inspection can be included as Project Delivery Costs.

H. Disaster Assistance	Code: 5, 16

a. **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. 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 disaster funds may be used for items such as, but not limited to:

1. Interim repairs to avoid further damage;
2. Permanent repairs to correct code/safety issues caused by storm damage;
3. Tree and debris removal required to make the individual housing unit habitable;
4. Payment of insurance deductibles for rehabilitation of homes covered under homeowners' insurance policies;
5. Temporary rent and utility payments up to twelve months to assist tenants financially impacted by a declared disaster;
6. Lot rent assistance to owners of manufactured housing/mobile homes not to exceed six months
7. Temporary mortgage, Homeowners Association (HOA)/condo association fees and utility payments up to twelve months to assist homeowners financially impacted by a declared disaster (HOA/condo assessment fees are not eligible);
8. Foreclosure counseling;
9. Strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster; and/or
10. Other activities as proposed by the City and approved by Florida Housing.

Assistance will only be provided for eligible expenses/repairs not covered by insurance or other disaster programs.

b. **Fiscal Years Covered**: 2025-2026, 2026-2027, 2027-2028

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**:
1. The property must be located within Largo city limits (property tax code "LA")
2. Waiting List Priorities:
   a. First-qualified, first served, with priority for very-low income households.

g. **Sponsor Selection Criteria**: A sponsor may be selected during a disaster declaration in or to provide project delivery services for assistance to households in the community. Sponsors selection will be based on an agency's experience and capacity to carry out project delivery. A project delivery fee will be determined based on the scope of the project based on the type of disaster and assistance being provided to households.

h. **Additional Information**:
1. Annual funding is not allocated toward this Strategy. In the event of a disaster declaration, unencumbered funds and/or additional funds award through Florida Housing Finance Corporation for the disaster will be used to fund this Strategy.

2. Documentation must be provided that the applicant has attempted to obtain other available resources first, such as insurance coverage, Federal Emergency Management Agency (FEMA) funds and any funding available through the Small Business Administration. Funding received from these agencies for eligible activities above will be applied to the funds requested from the applicant first before SHIP funding. In the event there are substantial wait lists (ex. for rent assistance) that require an extended period of time, the City may waive the requirement to first pursue the other funding first. All applicants will still be required to sign an agreement that includes duplication of benefits requirements that any funding received for the same items requested by this Program shall be deducted from the funding amount if not yet paid or refunded to the City SHIP Program for any duplicate payments.

I. **Manufactured Housing (Mobile Homes)**	Code 3, 28,29

a. Summary: The manufactured housing strategy may provide funds for:
   1. Relocation assistance for owners/tenants of manufactured housing/mobile homes who have received eviction notice due to pending closure of the mobile home park in which they reside in accordance with 723.003, F.S. (code 28). Eligible expenses include: Rent deposit (first/last month rent and security deposit), utility deposits and application fee.

1. 2. Lot rent assistance to owners of manufactured housing/mobile homes not to exceed six months depending on the household's need for such (code 29). Eligible expenses include: Up to six (6) months' past due rent, late fees related to the lease and can include past due utility charges if charged by the landlord. The need for assistance must be related to a disruption in rent payment caused by an unavoidable short-term financial hardship. Examples of short-term financial hardship can include, but are not limited to: furlough, short-term reduction in work hours, unpaid medical leave from work for a certain period of time, gap in employment where new/re-employment has a set start date, client had a recent significant necessary expense (ex. major medical expense or car repair bill) that hindered their ability to pay rent, or if the client had a short-term financial hardship in the past six (6) months and needs help catching up on bills to avoid eviction).

3. Rehabilitation, emergency repairs (code 3). The program will primarily prioritize improvements such as roof replacement, tie-downs, HVAC/water heater replacement and accessibility modifications. Other improvements may be included if warranted and if within maximum award.

b. Fiscal Years Covered: 2026-2027, 2027-2028

c. Income Categories to be served: Very low and Low

d. Maximum Award: $10,000 (relocation assistance)
$5,000 (lot rental assistance)
$15,000 (rehabilitation/emergency repairs)
The cost of the NSPIRE inspection can be included as Project Delivery Costs.

e. Terms:
1. Repayment loan/deferred loan/grant: Funding is provided as a 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 assisted on a first-qualified, first-served basis with priorities detailed in Section I.I being met first. The City may open application cycles for certain components of this Strategy depending on funding available and current needs (e.g. it may advertise opening relocation assistance if a mobile home park is closing without opening the eviction prevention assistance).

g. Sponsor Selection Criteria: N/A

h. Additional Information:
1. Manufactured housing constructed after June 1994 is eligible.
2. The applicant must live in Largo City limits (property tax code "LA").
3. Relocation Assistance:

a. Applicant can be owner-occupant or renter of manufactured housing in the closing park.
b. If the applicant is unable to find a home/rental unit in Largo for relocation, the applicant may request approval from the City to relocate outside of Largo.
c. The unit the applicant selects for relocation must pass the National Standards for Physical Inspection of Real Estate Inspection (NSPIRE). The cost of the NSPIRE inspection can be included as Project Delivery Costs and is part of the Maximum Award.

4. Eviction Prevention:
   a. Applicants must be the owner-occupant of the manufactured home and must provide documentation of ownership of the unit.
5. Rehabilitation:
   a. Applicant can be owner-occupant or renter of manufactured housing in the closing park.
   b. If the applicant owns their lot, the applicant must be current on their property taxes mortgage (if applicable).
   c. If the applicant rents their lot, the applicant must be current on lot rent.
   d. Housing unit and property must be reasonably free of clutter to the extent that the required home inspection and construction could be completed without significant removal/movement of non-furniture items. The owner is responsible for cleaning up junk, trash and debris code violations on the property prior to application approval. This will be confirmed during the one-hour initial inspection.
   e. Property cannot be located in a Special Flood Hazard Area or Coastal High Hazard Area unless a Flood Elevation Certificate is on file with the City showing the property is elevated above Base Flood Elevation.

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 City of Largo shall endeavor to expedite processing of all affordable housing projects (AHP).

Applicants desiring an AHP designation will apply to the Housing Manager in the Community Development Department. The Housing Manager will determine if the project meets the AHP criteria within five (5) working days of receipt of all required application information.

Once the project receives the AHP designation, the Housing Manager, or his/her designee, will provide the developer an approved “Expedited Permitting for Affordable Housing” form that can be submitted to the Building Division when they apply for permits. The Building Division then moves the permit application into priority position for reviews by the applicable City Departments/Divisions. AHP projects will be processed before all non-AHP projects.

The Housing Manager or his/her designee will provide technical assistance for the developer and its contractors to assist with navigating the review process for the issuance of site plan and permit approvals. The City's Housing Division website has a variety of information and resources in one location.

Recent *Housing for All* code amendments for small-type housing such as duplexes triplexes, and quadplexes can now be approved through a small-scale site plan review process which reduces the time and cost of site plan approval.

The following recommendation from the AHAC Report will be implemented:

- The City will seek to collect comparison data from other local governments regarding their site plan and permitting approval timeframes.

The following item from AHAC Report recommendations is still in process of implementation:

- Provide how-to video/guide on City website for new permitting/site plan review software
- Once sufficient data is available from the new permit system, include estimated review times for affordable housing on the City's website.
- Establish a routine process to review timeframes for site plan and permit reviews and approval processes to identify areas for improvement/streamlining.

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 City has adopted a policy in the Housing Element of the Comprehensive Plan requiring the review of all city policies, prior to adoption, to determine their impact on the cost of housing (Objective 1.1.7-Housing Element). The review process includes impact review on items such as property tax or impact fee changes in City Commissions memos along with an annual review of the comprehensive impacts from any adopted ordinance, regulation, or policy changes from the prior year as part of the annual SHIP Report. Ongoing training for staff members that write Commission memos has also be implemented.

The following item from AHAC Report recommendations is still in process of implementation:

- In addition to direct housing cost impacts, include information on any time impacts to housing construction/rehabilitation related to policy decisions.

C. Other Incentive Strategies Adopted:

Development Fees: SHIP funds may be utilized to pay impact fees, infrastructure improvements, and development fees on behalf of the developer/builder for qualified set-aside units, provided program funds are available. The incentives have been adopted in Chapter 14 of the Largo Comprehensive Development Code and in accordance with the Local Housing Assistance Plan. Developers may apply through the Affordable Housing Development Program for such incentives.

The City has implemented the following AHAC Report recommendations:

- Adoption of an ordinance to waive City parkland and facilities impact fees for affordable housing units in effective for a period of 5 years.

The following items will be implemented during calendar years 2026-2027:

- Evaluate whether sewer impact fees could be reduced or waived for affordable housing, including an assessment of whether such reductions are legally permissible under bond funding requirements and the potential impacts on City funding for sewer capital projects.

- Evaluate the Parkland Impact Fee Waiver Program as it approaches its five-year expiration, including a review of program utilization and impacts on the City's parkland funding needs, to determine whether the program should be continued.

The following items from AHAC Report recommendations are still in process of implementation:

- Research what other fee waivers other jurisdictions are using for affordable housing incentives.
- Continue to seek methods to streamline approval processes.

Residential Code Lien Waiver Program: The City adopted a Residential Code Lien Waiver Program for new property owners. The program allows new property owners to enter into an agreement with the City to bring their residential properties into compliance through the removal of existing structures and the construction of new homes in exchange for waiving existing code enforcement liens subject to certain conditions...

Transfer of Development Rights: Developments may utilize the City's "Transfer of Development Rights" codes to transfer the density and intensity for affordable housing units from environmentally sensitive parcels of land to areas more suited for development. The code provisions for the utilization of Transfer of Development Rights are located in Section 4.7 of the Largo Comprehensive Development Code.

Flexible Densities: The City provides density bonuses throughout the community, with more substantial bonuses being in the Community Redevelopment Districts (CRDs) and Tri-City Activity Center to focus higher density housing near employment and transit areas. Largo Mall Activity Center includes a density bonus for design standards, but currently does not offer a density bonus for affordable housing.

The City adopted significant code amendments as part of its *Housing for All* initiative (included several AHAC recommendations). The amendments included allowing accessory dwelling units citywide, setting new development standards for small-type and medium-type housing (with a density bonus option), and expanding the types of housing allowed in Institutional land uses.

The following items have been implemented from AHAC Report recommendations:

- Eliminated the density cap of 18 units/acre in Citywide density bonus codes in Chapter 14 of the Largo Comprehensive Development Code (CDC) (still retain language with cap of next highest land use category).
- Removed cap on the percentage of units that can be affordable in developments for owner-

occupied and rental housing.

The following items will be implemented from AHAC Report recommendations:

- Use consistent methods for calculating density across the City (ongoing efforts as plans and codes are updated).
- The City will further explore the legality and feasibility of Transfer of Development Rights from undevelopable City properties with residential land uses to other sites in support of development of affordable housing.
- Seek incentives for housing households between 30-50% AMI
- Develop a senior housing density bonus including obtaining feed from senior housing developers on what incentives are necessary to develop senior/supportive housing.

Additional density bonuses are available for the creation of affordable housing in the Clearwater- Largo Road Community Redevelopment District, West Bay Drive District and Tri-City Special Area Plan. Information on these density bonus incentives are included on the City's Housing Division website.

Reservation of Infrastructure Capacity: Largo does not provide this incentive because infrastructure capacity has not been an issue in housing development in the City.

The City will continue to implement the following AHAC Report recommendations:

- Continue to analyze implementation parameters of the graywater density bonus legislation and monitor the impact of such.
- Seek to consider new methodologies/partnerships for sustainable design that can help offset infrastructure impacts.
- Incorporate universal design components into development incentives to increase the number of units accessible for people with disabilities and to enable aging in place.
- Research what other jurisdictions are requiring or incentivizing for increasing the number of accessible homes in their community (Universal Design©, Uniform Federal Accessibility Standards (UFAS), or other standards); research the cost impact of including requirements for units to meet Uniform Federal Accessibility Standards (UFAS) and potential incentives to have development incorporate more UFAS components in their development.

Parking & Setback Requirements: Reduced parking requirements are permitted for Assisted Living Facilities based on the mobility of the clients served and the medical accommodations provided. The City provides offsets for enhanced bike parking amenities. The Development Controls Officer (DCO) has the authority to administratively approve up to a 20% reduction in setbacks on a case-by-case basis if warranted. The parking standards are established in Subsection Section 9 of the Largo Comprehensive Development Code. Other design standards, such as zero lot line development, and shared parking provisions/reduction in parking requirements are available in the City's codes.

The City has implemented the following from AHAC Report recommendations:

- Create a parking requirement offset for designated rideshare parking spots.

Public Land Inventory: An inventory of locally owned public lands suitable for affordable housing will be maintained and a surplus land inventory list adopted every three years. All properties

identified will be presented to the City Commission for inclusion in the Largo Affordable Housing Program. The criteria for determining suitability are as follows:

1. Land Use
2. Resiliency
3. Environmental/Social Justice

Support of Development Near Transportation Hubs: The Comprehensive Plan supports development near transportation hubs and major employment centers primarily through the focus on activity centers. The Comprehensive Development Code (CDC) recognized the Downtown Multimodal Activity Center (DMAC) which includes both CRD's within its boundaries and the Largo Mall Activity Center (LMAC). Within these centers, the City created a new land use designation of Residential High, which allows for increased density of up to 30 dwelling units/acre to encourage increased development in the Activity Centers.

The City will pursue implementation of the following from the AHAC Report recommendations:

- Provide an increased density bonus for affordable housing in the Largo Mall Activity Center (currently limited to the citywide density bonus available in Chapter 14 of the CDC).

Flexible Lot Configurations: The following alternative development standards are permitted for affordable housing developments: (A) Hammerheads and Y-shaped turn-a-rounds may be used in lieu of cul-de-sacs; (B) Transfer of development rights is permitted from conservation areas to upland areas; (C) Zero lot line developments are allowed in all land use designations; (D) Density exchange for open space and other community amenities in order to enhance environmental quality is permissible; (E) There are no minimum floor area requirements for residential uses within residential land use designations; (F) Infill lots either subdivided prior to 1983 or as platted at less than minimum lot size can build back one single-family home on these parcels if they can meet the other development requirements (such as setbacks); (H) Clustering of dwelling units is permitted on lots less than 5,000 square feet, provided the total site does not violate the gross density permitted; and (H) There are no minimum lot widths contained in the CDC. The alternative development standards are established in Chapter 14 and Section 8 of the Largo Comprehensive Development Code.

The City has implemented the following from AHAC Report recommendations:

- Amend the Development Code to allow a single-family home to be built back on a non-conforming lot.
- Improved flexibilities for building on smaller lots and/or that could accommodate different types/scale of housing through the code amendments from the Housing for All initiative.
- Provided guidance on the Housing Division website on eligible impact free credit items for certain amenities provided on-site.
- Updated affordable housing development information guide to link with QR code to Housing Division website.

Affordable Accessory Residential Units (ADUs): ADUs are permitted on the City's Comprehensive Development Code (CDC) in the West Bay Drive and Clearwater-Largo Road CRDs only. Section 163.31771(4), Florida Statutes requires a property owner to sign an affidavit attesting that the unit

will be "rented at an affordable rate to an extremely-low income, very-low-income, low-income, or moderate-income person or persons".

An ADU Incentive Program is available in the West Bay Drive CRD where a property owner can be reimbursed up to $8,000 for permitting and review fees for the ADU once the final inspection is passed on the unit.

The following items have been implemented from the AHAC Report recommendations:

- Modify the City's Development Code to allow ADUs citywide to expand naturally occurring affordable housing units and accommodate aging family members.
- ADU Conditions/Design Standards:
  - Continue requirement of either primary home or ADU to be owner-occupied.
  - Eligibility for garage conversions as an affordable option expanding.
  - Reducing parking restrictions for ADUs.

The following item will be implemented during calendar year 2026:

- Amend the City Code of Ordinances to make it optional for a property with a new ADU to select if they want one or two trash service accounts (two accounts would provide additional trash cans on site.

The City will pursue implementation from the AHAC Report recommendations:

- Explore the use of funds to assist with construction of ADUs.
- Research feasibility and funding of creating a set of standardized design plans for ADU's that could be provided at no-cost or small-cost to homeowners to reduce this cost burden for developing an ADU on their property.

Modification of Street Requirements: The Affordable Housing Chapter of the CDC permits some flexibility in design standards-such as Y-shaped turnarounds in lieu of cul-de sacs, reduction of right- of-way from 50 feet to 36 feet, permitting sidewalks on one side of the street instead of both sides.

The City implemented the following from the AHAC reports:

- As an incentive to reduce long term maintenance costs for homeowners, allow developments that contain a majority of affordable housing units and meet City engineering standards to have the option to dedicate the internal streets as a public right- of-way.

The City will implement the following from the AHAC Report recommendations:

- Reduce the minimum setbacks from alleys as small as functionally reasonable.

Downpayment Assistance for Homeownership: Homebuyer Seminar: The City actively participates in the annual housing "fair" (HOPE Expo). This is a free informational workshop and exhibit for potential homeowners. The event is sponsored by non-profit housing providers, such as Tampa Bay Community Development Corporation, Community Services Foundation, local lenders, realty professionals, municipalities, and other housing-related service providers.

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) (Not applicable)

H. Other Documents Incorporated by Reference.

ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

Exhibit A (2025)

City of Largo

Fiscal Year: 2025-2026		
Estimated SHIP Funds for Fiscal Year:	$	640,416.00
Salaries and Benefits	$	52,681.00
Office Supplies and Equipment	$	300.00
Travel Per diem Workshops, etc.	$	1,500.00
Advertising	$	200.00
Other*	$	9,360.00
Total	$	64,041.00
Admin %		10.00%
	OK	

Fiscal Year 2026-2027		
Estimated SHIP Funds for Fiscal Year:	$	640,416.00
Salaries and Benefits	$	52,681.00
Office Supplies and Equipment	$	300.00
Travel Per diem Workshops, etc.	$	1,500.00
Advertising	$	200.00
Other*	$	9,360.00
Total	$	64,041.00
Admin %		10.00%
	OK	

Fiscal Year 2027-2028		
Estimated SHIP Funds for Fiscal Year:	$	640,416.00
Salaries and Benefits	$	52,681.00
Office Supplies and Equipment	$	300.00
Travel Per diem Workshops, etc.	$	1,500.00
Advertising	$	200.00
Other*	$	9,360.00
Total	$	64,041.00
Admin %		10.00%
	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: "Other" budget item is for one-third of the cost of the housing software management license fees for the four Housing staff. All projects funded by SHIP are managed through this system and the loan portfolio included in this program.

Other: Other: $1680/year for Neighborly Software License, estimated $60/month loan servicing fee (depends on # of active loans), 3rd party admin cost for Purchase Assistance Program.

Exhibit B
Timeline for SHIP Expenditures

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

Fiscal Year	Encumbered	Expended	Closeout Report
2025-2026	6/30/2027	6/30/2028	9/15/2028
2026-2027	6/30/2028	6/30/2029	9/15/2029
2027-2028	6/30/2029	6/30/2030	9/15/2030

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

Fiscal Year	Funds Not Expended	Closeout AR Not Submitted
2022-2023	3/30/2028	6/15/2028
2023-2024	3/30/2029	6/15/2029
2024-2025	3/30/2030	6/15/2030

Requests for Expenditure Extensions (close-out year ONLY) must be emailed to robert.dearduff@floridahousing.org and kathy.cutler@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/timeline 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.

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.

ACFR financial statements are due each June 30 for the report ending September 30 of the previous year.

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

2025-2026

Name of Local Government: City of Largo

Estimated Funds (Anticipated allocation only): $ 640,416

Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
2	Purchase Assistance Program	No		$76,500		$76,500		$41,500	$0.00	$0.00	$0.00	0
3	Owner-Occupied Housing Rehabilitation	Yes	3	$85,000	3	$85,000			$510,000.00	$0.00	$510,000.00	6
4	Owner-Occupied Home Replacement	Yes		$300,000		$300,000			$0.00	$0.00	$0.00	0
5	Disaster Assistance	Yes		$20,000		$20,000			$0.00	$0.00	$0.00	0
9,10	Owner-Occupied Affordable Housing Development Program	Yes		$260,000		$260,000			$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
	Total Homeownership		3		3		0		$510,000.00	$0.00	$510,000.00	6
Purchase Price Limits:			New	$ 510,939	Existing	$ 510,939						
			OK		OK							

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
13	Rental Eviction Prevention Program	No		$10,000		$10,000			$0.00	$0.00	$0.00	0
14,21	Rental Affordable Housing Development Program	Yes		$260,000		$260,000			$0.00	$0.00	$0.00	0
23	Rental & Utility Start-Up Program	No		$15,000		$15,000			$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		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$ 64,041		10%		OK					
	Home Ownership Counseling		$ 5,000									
	Total All Funds		$ 579,041	OK								

Set-Asides

Percentage Construction/Rehab (75% requirement)		79.6%		OK
Homeownership % (65% requirement)		79.6%		OK
Rental Restriction (25%)		0.0%		OK
Very-Low Income (30% requirement)		$ 255,000	39.8%	OK
Low Income (30% requirement)		$ 255,000	39.8%	OK
Moderate Income		$ -	0.0%	

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

2026-2027

Name of Local Government: City of Largo

Estimated Funds (Anticipated allocation only): $ 640,416

Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
2	Purchase Assistance Program	No		$76,500		$76,500		$41,500	$0.00	$0.00	$0.00	0
3	Owner-Occupied Housing Rehabilitation	Yes	3	$85,000	3	$85,000			$510,000.00	$0.00	$510,000.00	6
4	Owner-Occupied Home Replacement	Yes		$300,000		$300,000			$0.00	$0.00	$0.00	0
5	Disaster Assistance	Yes		$20,000		$20,000			$0.00	$0.00	$0.00	0
9,10	Owner-Occupied Affordable Housing Development Program	Yes		$260,000		$260,000			$0.00	$0.00	$0.00	0
3, 28, 29	Manufactured Housing (Mobile Homes)	Yes		$15,000		$15,000			$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 Homeownership		3		3		0		$510,000.00	$0.00	$510,000.00	6
Purchase Price Limits:			New	$ 510,939	Existing	$ 510,939						
			OK		OK							

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
13	Rental Eviction Prevention Program	No		$10,000		$10,000			$0.00	$0.00	$0.00	0
14,21	Rental Affordable Housing Development Program	Yes		$260,000		$260,000			$0.00	$0.00	$0.00	0
23	Rental & Utility Start-Up Program	No		$15,000		$15,000			$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		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$ 64,041		10%		OK					
	Home Ownership Counseling		$ 5,000									
	Total All Funds		$ 579,041	OK								

Set-Asides

Percentage Construction/Rehab (75% requirement)		79.6%		OK
Homeownership % (65% requirement)		79.6%		OK
Rental Restriction (25%)		0.0%		OK
Very-Low Income (30% requirement)		$ 255,000	39.8%	OK
Low Income (30% requirement)		$ 255,000	39.8%	OK
Moderate Income		$ -	0.0%	

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

2027-2028

Name of Local Government: City of Largo

Estimated Funds (Anticipated allocation only): $ 640,416

Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
2	Purchase Assistance Program	No		$76,500		$76,500		$41,500	$0.00	$0.00	$0.00	0
3	Owner-Occupied Housing Rehabilitation	Yes	3	$85,000	3	$85,000			$510,000.00	$0.00	$510,000.00	6
4	Owner-Occupied Home Replacement	Yes		$300,000		$300,000			$0.00	$0.00	$0.00	0
5	Disaster Assistance	Yes		$20,000		$20,000			$0.00	$0.00	$0.00	0
9,10	Owner-Occupied Affordable Housing Development Program	Yes		$260,000		$260,000			$0.00	$0.00	$0.00	0
3,28,29	Manufactured Housing (Mobile Homes)	Yes		$15,000		$15,000			$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 Homeownership		3		3		0		$510,000.00	$0.00	$510,000.00	6
Purchase Price Limits:			New	$ 510,939	Existing	$ 510,939						
			OK		OK							

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
13	Rental Eviction Prevention Program	No		$10,000		$10,000			$0.00	$0.00	$0.00	0
14,21	Rental Affordable Housing Development Program	Yes		$260,000		$260,000			$0.00	$0.00	$0.00	0
23	Rental & Utility Start-Up Program	No		$15,000		$15,000			$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		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$ 64,041		10%		OK					
	Home Ownership Counseling		$ 5,000									
	Total All Funds		$ 579,041	OK								

Set-Asides

Percentage Construction/Rehab (75% requirement)		79.6%		OK
Homeownership % (65% requirement)		79.6%		OK
Rental Restriction (25%)		0.0%		OK
Very-Low Income (30% requirement)		$ 255,000	39.8%	OK
Low Income (30% requirement)		$ 255,000	39.8%	OK
Moderate Income		$ -	0.0%	

Exhibit D

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

2025

CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION

Local Government or Interlocal Entity: City of Largo

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 (ACFR). An electronic copy of the ACFR 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

Louis L. "Woody" Brown, Mayor

Witness

March 18, 2025

Date

OR

CITY OF LARGO INCORPORATED SEAL 1905 FLORIDA

Attest:

(Seal)

RESOLUTION NO. 2467

A RESOLUTION OF THE CITY OF LARGO, FLORIDA, APPROVING AN AMENDMENT TO THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM FY 2025-2028 LOCAL HOUSING ASSISTANCE PLAN TO ADD A MANUFACTURED HOUSING (MOBILE HOMES) STRATEGY IN ACCORDANCE WITH FLORIDA SENATE BILL 594 (2026); APPROVING TECHNICAL REVISIONS TO EXISTING STRATEGIES IN THE 2025-2028 LOCAL HOUSING ASSISTANCE PLAN TO REMOVE MANUFACTURED HOME/MOBILE HOME REFERENCES THAT ARE COVERED BY THE NEW MANUFACTURED HOUSING STRATEGY OR THAT ARE NO LONGER APPLICABLE UNDER SENATE BILL 594 (2026); UPDATE THE PROGRAM ADMINSTRATION AND PROJECT DELIVERY COST INFORMATION TO INCLUDE THE MANUFACTURED HOUSING STRATEGY; REVISE THE OWNER OCCUPIED HOUSING REHABILITATION STRATEGY TO ADD A RESTRICTION ON THE REPEAT USE OF THE PROGRAM AND LIMIT ELIGIBILITY TO PROPERTIES WITH NO JUDGEMENT LIENS; REVISE THE RENTAL AFFORDABLE HOUSING DEVLEOPMENT PROGRAM STRATEGY TO REMOVE REFERENCES TO THE CITY'S SPECIAL AREAS THAT ARE COVERED UNDER THE CITY'S COMPREHENSIVE DEVELOPMENT CODE; REVISE THE RENTAL & UTILITY START-UP PROGRAM TO INCLUDE INSPECTIONS AS PART OF PROJECT DELIVERY COSTS; REVISE DISASTER ASSISTANCE STRATEGY TO ADD LOT RENT ASSISTANCE FOR MANUFACTURED HOME OWNERS AS AN ELIGIBLE TYPE OF ASSISTANCE; REVISE THE HOUSING DELIVERY GOALS CHARTS TO INCLUDE THE NEW MANUFACTURED HOUSING STRATEGY; AUTHORIZING THE SUBMISSION OF THE REVISED FY 2025-2028 STATE HOUSING INITIATIVES PARTNERSHIP LOCAL HOUSING ASSISTANCE PLAN TO THE FLORIDA HOUSING FINANCE CORPORATION; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS OR CERTIFICATIONS REQUESTED BY THE STATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317, Laws of Florida, 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 City Commission adopted Resolution No. 2428 on March 18, 2025, which approved the City of Largo's Fiscal Year 2025-2028 Local Housing Assistance Plan (LHAP) in accordance with SHIP; and

WHEREAS, effective July 1, 2026, Senate Bill (SB) 594 (2026) requires local governments that receive SHIP funding to include a strategy within their LHAP that (1) addresses the needs of persons who are deprived of affordable housing due to closure of a mobile home park; and (2) provides program funds to mobile home owners, as defined in section 723.003, Florida Statutes, which must include lot rental assistance; and

WHEREAS, SB 594 also removed the 20 percent (20%) cap on use of SHIP grant funds for manufactured homes; and

WHEREAS, the City of Largo had components in its Owner-Occupied Housing Rehabilitation, Rent & Utility Start-Up, and Disaster Assistance LHAP strategies for manufactured housing assistance; and

WHEREAS, the amendment to the LHAP consolidates the manufactured housing assistance from the Owner-Occupied Housing Rehabilitation and Rental & Utility Start-Up strategies into a new Manufactured Housing Strategy (Subsection II.I), and adds eviction prevention assistance for lot rent to the new Manufactured Housing Strategy; and

WHEREAS, the technical revisions to the Program Administration clarifies that the City may administer programs under the Manufactured Housing Strategy; and

WHEREAS, the technical revisions to the Project Delivery Costs clarifies what items are considered "project delivery costs" for various strategies; and

WHEREAS, technical revisions to the Owner-Occupied Housing Rehabilitation Program provides that applicants may receive assistance through this program only once, unless the applicant is extremely low-income, very low-income, or meets the statutory definition of a person with special needs, and limits the eligibility for assistance to properties with no outstanding judgment liens; and

WHEREAS, technical revisions to the Rental & Utility Start-Up Program provides that the cost of the National Standards for the Physical Inspection of Real Estate (NSPIRE) inspections can be included as project delivery costs; and

WHEREAS, technical revisions to Disaster Assistance Program provides that eligible assistance may also include lot rent assistance for owners of manufactured housing/mobile homes not to exceed six months' rent; and

WHEREAS, the City Commission finds that it is in the best interest of the public for the City of Largo to approve these technical revisions to the Fiscal Year 2025-2028 LHAP.

NOW THEREFORE, BE IT RESOLVED BY THE LARGO CITY COMMISSION THAT:

Section 1: The City Commission of the City of Largo hereby approves the amendment and technical revisions to the FY 2025-2028 LHAP, as provided in the attached Exhibit A, which is incorporated herein, for final submission to the Florida Housing Finance Corporation as required by sections 420.907-420-9079, Florida Statutes.

Section 2: The City Manager is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the LHAP, 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 ADOPTED THIS 6th DAY OF October, 2026.

Louis L. "Woody" Brown, Mayor

(SEAL)

CITY OF LARGO INCORPORATED 1905 FLORIDA SEAL

REVIEWED AND APPROVED:

Sarah L. Allen, City Attorney

ATTEST:

Diane Bruner, City Clerk

Exhibit E
67-37.005(1), F.A.C.
2025

RESOLUTION No. 2428

A RESOLUTION OF THE CITY OF LARGO, FLORIDA APPROVING THE 2025-2028 LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, AND CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CITY MANAGER 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, Chapter 420, Part VII, Florida Statutes (2025), and 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, SHIP requires local governments to establish the maximum SHIP funds allowable for each strategy; and

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

WHEREAS, as required by *section 420.9075, Florida Statutes* 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 section 120.52(19), Florida Statutes 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; and

WHEREAS, the City of Largo Community Development Department has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

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

NOW THEREFORE, BE IT RESOLVED BY THE LARGO CITY COMMISSION THAT:

Section 1: The City Commission of the City of Largo approves the Local Housing Assistance Plan, as attached and incorporated into this resolution for submission to the Florida Housing Finance Corporation as required by Chapter 420, Part VII, Florida

Statutes, for fiscal years 2025-2026, 2026-2027, and 2027-2028.

Section 2: The City Manager 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 ADOPTED THIS 18th DAY OF March, 2025.

Louis L. "Woody" Brown, Mayor

(SEAL)

REVIEWED AND APPROVED:

City Attorney

ATTEST:

CITY OF LARGO INCORPORATED SEAL 1905 FLORIDA

Diane Bruner, City Clerk

RESOLUTION NO. 2452

A RESOLUTION OF THE CITY OF LARGO, FLORIDA, APPROVING TECHNICAL REVISIONS TO THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM FY 2025-2028 LOCAL HOUSING ASSISTANCE PLAN TO REQUIRE THAT ANY APPLICANTS WHO PREVIOUSLY DEFAULTED ON A HOUSING LOAN WITH THE CITY OF LARGO BE INELIGIBLE FOR THE OWNER-OCCUPIED HOUSING REHABILITATION, OWNER-OCCUPIED HOME REPLACEMENT, OWNER-OCCUPIED AFFORDABLE HOUSING DEVLOPMENT, AND PURCHASE ASSISTANCE PROGRAMS; TO REVISE THE REFERENCES TO THE HOUSING QUALITY STANDARDS INSPECTION (HQS) WITH THE NATIONAL STANDARDS FOR PHYSICAL INSPECTION OF REAL ESTATE INSPECTION (NSPIRE) AND LEAD-BASED PAINT INSPECTIONS FOR THE PURCHASE ASSISTANCE, OWNER-OCCUPIED AFFORDABLE HOUSING DEVELOPMENT, AND THE RENTAL & UTILITY START-UP PROGRAMS; TO REVISE THE AFFORDABLE HOUSING INCENTIVE PROGRAM SECTION WITH UPDATED INFORMATION ON AVAILABLE INCENTIVES; AUTHORIZING THE SUBMISSION OF THE REVISED FY 2025-2028 LOCAL HOUSING ASSISTANCE PLAN TO THE FLORIDA HOUSING FINANCE CORPORATION; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS OR CERTIFICATIONS REQUESTED BY THE STATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317, Laws of Florida, 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 City Commission adopted Resolution No. 2428 on March 18, 2025, which approved the City of Largo's Fiscal Year 2025-2028 Local Housing Assistance Plan (LHAP) in accordance with SHIP; and

WHEREAS, the technical revisions to the Owner-Occupied Housing Rehabilitation Program, Owner-Occupied Home Replacement Program , Purchase Assistance Program , and the Owner-Occupied Affordable Housing Development Program establish a requirement that any applicants who previously defaulted on a housing loan with the City of Largo are ineligible for participation in these programs to better protect the City's limited housing funds and reduce the risk of future loan defaults; and

WHEREAS, the technical revisions to the Purchase Assistance Program, Owner-Occupied Affordable Housing Development Program, Owner-Occupied Housing Rehabilitation, and Rental & Utility Start-Up Program, replace the Housing Quality Standards (HQS) inspection with the National Standards for Physical Inspection of Real Estate Inspection (NSPIRE) and lead-based paint inspection for consistency and compliance with the inspections required with federal funding also used for these programs; and

WHEREAS, the technical revisions to the LHAP also include amendments to the affordable housing incentives in accordance with Section 420.9076(6), Florida Statutes, to reflect the implementation updates and new incentive recommendations from the 2025 Affordable Housing Advisory Committee (AHAC)

Report; and

WHEREAS, the City Commission finds that it is in the best interest of the public for the City of Largo to approve these technical revisions to the Fiscal Year 2025-2028 LHAP.

NOW THEREFORE, BE IT RESOLVED BY THE LARGO CITY COMMISSION THAT:

Section 1: The City Commission of the City of Largo hereby approves the technical revisions to the FY 2025-2028 LHAP, as provided in the attached Exhibit A, which is incorporated herein, for final submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes.

Section 2: The City Manager is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the LHAP, 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 ADOPTED THIS 20th DAY OF January, 2026.

Louis L. "Woody" Brown, Mayor

(SEAL)

REVIEWED AND APPROVED:

Sarah L. Johnston, City Attorney

ATTEST:

Diane Bruner, City Clerk

CITY OF LARGO INCORPORATED SEAL 1905 FLORIDA