Sarasota County Government

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2025-2026, 2026-2027, 2027-2028

Table of Contents

Description	Page #
Section I, Program Details	2
Section II, Housing Strategies	6
A. Purchase Assistance	6
B. Owner-Occupied Rehabilitation	8
C. Disaster Assistance	11
D. Acquisition/Rehabilitation/New Construction – Homeownership	12
E. Special Needs	15
F. Rental Development	16
G. Manufactured Housing (Mobile Homes)	17
Section III, Incentive Strategies	18
A. Expedited Permitting	18
B. Ongoing Review Process	19
C. Other Incentive Strategies Adopted	19
Section IV, Exhibits	21
Administrative Budget for each fiscal year covered in the Plan.	22
Timeline for Estimated Encumbrance and Expenditure.	23
Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.	24
Signed LHAP Certification.	27
Signed, dated, witnessed or attested adopting resolution.	29
Ordinance: (If changed from the original creating ordinance).	30
Interlocal Agreement (Required if applicable).	n/a

I. Program Details:

A. LG(s)

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

B. Purpose of the program:

- To meet the housing needs of the very low, low and moderate-income households;

- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 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 face-to-face meetings with non-profit housing, homeless, and special needs providers, public housing authorities, for-profit developers, the business community, agencies representing minority groups, and the community. Public input was solicited through the local newspaper and on the County's webpage in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

H. Advertising and Outreach: SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

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

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

1. Special Needs Household – Very Low Income
2. Special Needs Household – Low Income
3. Very Low Income
4. Low Income
5. Moderate Income

J. Discrimination: In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application

process for eligible housing.

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

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

The methodology used is:

U.S. Treasury Department	X
Local HFA Numbers	

M. Income Limits, Rent Limits and Affordability: The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at www.floridahousing.org.

"Affordable" means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household's ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

N. Welfare Transition Program: Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.

O. Monitoring and First Right of Refusal: In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of $10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible

persons.

P. Administrative Budget: A line-item budget is attached as Exhibit A. The county finds that the moneys deposited in the local housing assistance trust fund are necessary to administer and implement the local housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: *"A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan."*

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: "*The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to $350,000 may use up to 10 percent of program income for administrative costs." The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.*

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

Entity	Duties	Admin. Fee Percentage
Sarasota County	All tasks will be performed by Sarasota County.	10%
Third Party Entity/Sub-recipient	N/A	

R. First-time Homebuyer Definition: For any strategies designed for first-time homebuyers, the following definition will apply: *An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*

S. Project Delivery Costs: In addition to the administrative costs listed above, the County and subrecipients shall charge a reasonable project delivery cost to cover inspections for rehabilitation projects, mortgage recording fees, and other housing-related services provided to eligible applicants. For county staff, the project delivery fee will not exceed 5% of the contracted SHIP award and will be treated as soft costs for the project. For subrecipients, the project delivery fee will not exceed 10% of the contracted SHIP award and will be treated as soft costs for the project.

T. Essential Service Personnel Definition (ESP): ESP includes teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, and skilled building trades personnel.

U. Describe efforts to incorporate Green Building and Energy Saving products and processes: Sarasota County Housing Enhancement and Redevelopment Office (HERO) has incorporated the HUD Green Building Standards and procedures into construction/renovation projects.

Innovative design, green building principles, storm-resistant construction or other elements that reduce long-term costs relating to maintenance, utilities, or insurance are encouraged as part of the project consideration for rehabilitation repairs and replacement of existing dilapidated housing.

Other residential rehabilitation activities must meet these standards to the extent applicable to the rehabilitation work undertaken, i.e. replace older obsolete products and appliances with Energy Star labeled products. Water efficient toilets, showers, and faucets, such as those with the WaterSense label, must be installed.

V. Describe efforts to meet the 20% Special Needs set-aside: Sarasota County has established the special needs status as a priority ranking. Special Needs is defined -- in section 420.0004(13), Florida Statutes, "as an adult person requiring independent living services to maintain housing or develop independent living skills and who has a disabling condition; a young adult formerly in foster care who is eligible for services under s. 409.1451(5); a survivor of domestic violence as defined in s. 741.28; or a person receiving benefits under the Social Security Disability Insurance (SSDI) program or the Supplemental Security Income (SSI) program or from veterans' disability benefits."

The special needs set aside will be through the following strategies:
1. Owner Occupied Rehabilitation
2. Purchase Assistance
3. Acquisition/Rehabilitation/New Construction – Homeownership
4. Special Needs Housing and Rental Development

Outreach will be conducted with special needs organizations who serve special needs households that meet the definition listed in Florida State Statutes 420.0004(13), if necessary, to meet the goals of the special-needs set asides. Depending on availability of funding, the County may provide funding notification to local organizations informing them of opportunities available to provide services to its special needs clients.

W. Describe efforts to reduce homelessness: Sarasota County is an active participant in the Continuum of Care (CoC) that serves Sarasota and Manatee Counties. Sarasota County works with agencies serving the homeless populations primarily through its Federal Emergency Solutions Grant for Rapid Re-Housing activities, Emergency Shelter activities, and a coordinated entry system. In addition, Sarasota County has established a Homeless Outreach Team that meets regularly with homeless individuals and families.

Section II. LHAP Strategies:

A. PURCHASE ASSISTANCE	Code 1, 2

a.	Summary: SHIP funds will be awarded for gap financing, down payment, and closing costs to eligible households to purchase a newly constructed or existing single-family home, townhome, or condominium. Manufactured and mobile homes are not eligible.

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

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

d. Maximum award: $75,000

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded Mortgage and Note.
2. Interest Rate: 0%
3. Years in loan term: 20-year term
4. Forgiveness: This loan is forgiven at a rate of 5% per year and will be fully forgiven after 20 years, provided the loan remains in good standing.
5. Repayment: The outstanding balance of the loan will be forgiven at the end of the loan term.
6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: The property is sold, refinanced, transferred, leased, assigned or no longer occupied as the primary residence of the applicant. If any of these occur, the outstanding balance of the loan will be due and payable and, in addition, a share of appreciation in the value of the Mortgaged Property, if any. The share of appreciation due from the Borrower to the Lender shall be determined using the following formula, which incorporates terms that are defined and described below:

   A. Approved Final Value: The value of the Mortgaged Property used by Sarasota County to establish the Net Appreciation. The Approved Final Value shall be the final contract sales price, unless that price is less than 90 percent (90%) of the appraised value as determined by an independent appraiser, in which case the appraised value shall become the Approved Final Value. Sarasota County may substitute its own, independently obtained appraisal if it deems that the appraisal furnished by the Borrower does not accurately reflect the market price.

   B. Eligible Improvements: Capital Improvements in excess of three thousand dollars ($3,000) that increase the value of the Mortgaged Property. Eligible Improvements shall not include maintenance items. All Eligible Improvements must be approved by Sarasota County in advance of construction. The Division Manager of Sarasota County's Office of Financial Management Program Management Division is authorized to establish a list of improvements that qualify as Eligible Improvements and to set the method used to value those improvements.

   C. Net Appreciation: When the Mortgaged Property is being sold, the Net Appreciation will be the difference between the Approved Final Value and the sum of a) the original contract sales price; b) the Eligible Improvements; and c) ten percent (10%) of the Approved Final Value. When the Mortgaged Property is not being sold, the Net Appreciation will be the difference between the Approved Final Value and the sum of a) the original contract sales price; b) the Eligible Improvements; and c) five percent (5%) of the Approved Final Value.

   The Borrower shall repay the original loan amount plus a percentage of the net Appreciation. To determine the percentage of Net Appreciation due, the Borrower shall multiply the Net Appreciation

by a fraction, the numerator of which is the principal sum of the Mortgage and the denominator of which is the Mortgaged Property's original contract sales price. In the event there is no Net Appreciation or Net Appreciation is a negative number, the amount of the original loan shall still be due and payable.

In the event of a default by the Borrower pursuant to the terms and conditions of the Mortgage to which this Rider is attached, Sarasota County may choose to waive its rights pursuant to this Rider for a share of any appreciation in value of the Mortgaged Property.

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

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

f. Recipient/Tenant Selection Criteria:

1. Applicants will be processed on a first-qualified, first-served basis in accordance with Section I of this Plan.
2. The Applicant must have qualified for a first mortgage loan from a mortgage lender to purchase the home under contract and have a firm financial commitment from the lender.
3. Borrower and Co-Borrower must have completed the qualified community homebuyer education class conducted by a HUD certified housing counselor.
4. Applicants who have been previously assisted by the county with housing rehabilitation or homebuyer assistance are not eligible to apply.
5. Applicants involved in a foreclosure or other mortgage default in the past seven years are reviewed and may not be eligible if the foreclosure action resulted in a certificate of title.

g. Sponsor Selection Criteria: N/A

h. Additional Information:

1. All homes purchased using this assistance must be located in Sarasota County except within the City limits of Sarasota.
2. Assistance to homeowners under the maximum award will include hard and soft costs.
3. A newly constructed home must have received a certificate of occupancy within the last twelve (12) months. An existing home must meet HUD'S Minimum Housing Quality Standards to be an eligible property.

B. OWNER-OCCUPIED REHABILITATION	Code 3

Summary: A portion of SHIP funds will be allocated toward households in need of repairs to correct substandard conditions, eliminate code violations, upgrade major systems, and make general property site improvements to improve the health, safety, and welfare of the occupants.

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

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

d. Maximum award: $100,000

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded Mortgage and Note.
2. Interest Rate: 0%
3. Years in loan term: 20-year term
4. Forgiveness: This loan is forgiven at a rate of 5% per year and will be fully forgiven after 20 years, provided the loan remains in good standing.
5. Repayment: Outstanding balance of the loan will be forgiven at the end of the loan term.
6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: The property is sold, refinanced, transferred, leased, assigned or no longer occupied as the primary residence of the applicant. If any of these occur, the outstanding balance of the loan will be due and payable.

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

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

f. Recipient/Tenant Selection Criteria: The recipient selection process is a two-step process: pre-screen and full application. All interested applicants complete the Housing Rehabilitation pre-screen process which allows for self-identification of the household's income and requested repairs. Recipients will be selected in accordance with Section I of this Plan.

The pre-screening is reviewed to determine if the applicant and their home meets the initial eligibility criteria. The initial eligibility review includes the following criteria:

1. Location of home is within Sarasota County except within the City limits of Sarasota.
2. Ownership of home as shown by Sarasota County Property Appraiser and Clerk of Courts records match applicant name and the applicant has owned and occupied the home as their primary residence for a minimum of one year under a recorded instrument conveying fee simple title and has documentation of homestead exemption.
3. An applicant that has a life estate may apply only if the owner of the future interest (remainder) also agrees to sign all agreements, mortgage and note.
4. Home's current assessed value as determined by the Sarasota County Property Appraiser does not exceed SHIP value limit.
5. The balance of existing secured debt does not exceed the home's current just value.
6. The repair requested is not merely a non-essential improvement.
7. Applicant is current on Sarasota County taxes, is not in foreclosure or does not have a federal tax lien.
8. Estimated household income does not exceed SHIP limits.

Pre-screens that pass the initial eligibility review are placed on the Housing Rehabilitation waiting list. Applicants will be processed on a first-qualified, first-served basis in accordance with Section I of this Plan.

g. Sub-Recipient Selection Criteria: Sub-recipient nonprofit organization(s) may be selected to administer the Owner-Occupied Rehabilitation program. Criteria for selection of sub-recipient organization(s) will include: (1) past experience working with the target population; (2) past experience administering similar assistance programs; (3) financial and human resource capacity to administer the program; and (4) such other criteria as may be determined appropriate.

h. Sponsor Selection Criteria: N/A

i. Additional Information:

1. Assistance to homeowners under the maximum award will include hard and soft costs.

C. DISASTER ASSISTANCE	Code 5, 16

a. Summary: This strategy provides assistance to households following a disaster as declared by Executive Order 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 additional disaster funds issued by Florida Housing Finance Corporation.

SHIP disaster funds may be used for items such as, but not limited to:
1. Purchase of emergency supplies for eligible households to weatherproof damaged homes.
2. Interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable.
3. Construction of wells or repair of existing wells where public water is not available.
4. Payment of insurance deductibles for rehabilitation of homes covered under homeowner's insurance policies.
5. Security deposit for eligible recipients that have been displaced from their homes due to disaster; and
6. Rental assistance for the duration of the Executive Order, for eligible recipients who have been displaced from their homes due to disaster.

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

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

d. Maximum award: Homeowners: $60,000; Renters: $15,000

e. Terms:
1. Repayment loan/deferred loan/grant: Assistance to homeowners will be provided as a deferred payment loan secured by a Mortgage and Note. Renters will be awarded as a grant with no recapture terms.
2. Interest Rate: 0%
3. Years in loan term: 20-year term
4. Forgiveness:
   Homeowners: The loan is not forgiven.
   Renters: Awarded as a grant.
5. Repayment:
   Homeowners: Outstanding balance of the loan will be due and payable at the end of the loan term.
   Renters: Awarded as a grant with no recapture terms.
6. Default: The loan will be determined to be in default by the Homeowner/Borrower if any of the following occurs: property is sold, refinanced, transferred, leased, assigned, no longer occupied as the primary residence of the applicant. If any of these occur, the outstanding balance of the loan and any shared equity will be due and payable.

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

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

f. Recipient/Tenant Selection Criteria: Applicants will be processed on a first-qualified, first-served basis in accordance with Section I of this Plan with the following additional requirements:
   1. Must file for and use proceeds from insurance as first option.

g. Sponsor Selection Criteria: N/A

h. Additional Information: Assistance under the maximum award will include hard and soft costs.

D. ACQUISITION/REHABILITATION/NEW CONSTRUCTION - HOMEOWNERSHIP	Code 9, 10

a. Summary: Funds will be awarded to Sponsors/Developers of affordable homeownership housing for construction financing. Eligible costs include property acquisition, demolition, site improvements, rehabilitation, and new construction. Houses rehabilitated or constructed will be sold to SHIP income eligible buyers. The strategy promotes infill housing development, green building, and mixed income neighborhoods. Funds will be awarded for acquisition, demolition, construction, and rehabilitation for resale to income eligible households.

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: $450,000 per unit; Homebuyer: $75,000

e. Terms: **Sponsor/Developer**
   1. Repayment loan/deferred loan/grant: Funds will be awarded to the Developer as a deferred loan secured by a recorded Mortgage and Note until conveyed to the Homebuyer.
   2. Interest Rate: 0 %
   3. Years in loan term: Ends upon conveyance of property to a homebuyer, but not later than 18 months after the award.
   4. Forgiveness: The loan is not forgiven.
   5. Repayment: Once the Developer has acquired, completed the repairs and/or construction, and sold the house to an income eligible buyer, the proceeds from the sale of the property will be used to pay off 100% of the Developer's loan minus a reasonable profit/fee (up to 15%) of the Developer to be determined by the County. If all Conditions are met, the County will release the property and satisfy the Mortgage.
   6. Default: Failure on the part of the Developer to complete repairs and/or construction and transfer ownership to an income eligible buyer within 18 months of receiving the award will constitute a default. The Housing Enhancement Redevelopment Office Program Manager will have the ability to grant exceptions in the case of a national, state, or locally declared emergency.

Terms: **Homebuyer**

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate Mortgage and Note.
2. Interest Rate: 0 %
3. Years in loan term: 20-year term
4. Forgiveness: This loan is forgiven at a rate of 5% per year and will be fully forgiven after 20 years, provided the loan remains in good standing.
5. Repayment:. The outstanding balance of the loan will be forgiven at the end of the loan term.
6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: The property is sold, refinanced, transferred, leased, assigned or no longer occupied as the primary residence of the applicant. If any of these occur, the outstanding balance of the loan will be due and payable and, in addition, a share of appreciation in the value of the Mortgaged Property, if any. The share of appreciation due from the Borrower to the Lender shall be determined using the following formula, which incorporates terms that are defined and described below;

   A. Approved Final Value: The value of the Mortgaged Property used by Sarasota County to establish the Net Appreciation. The Approved Final Value shall be the final contract sales price, unless that price is less than 90 percent (90%) of the appraised value as determined by an independent appraiser, in which case the appraised value shall become the Approved Final Value. Sarasota County may substitute its own, independently obtained appraisal if it deems that the appraisal furnished by the Borrower does not accurately reflect the market price.

   B. Eligible Improvements: Capital Improvements in excess of three thousand dollars ($3,000.00) that increase the value of the Mortgaged Property. Eligible Improvements shall not include maintenance items. All Eligible Improvements must be approved by Sarasota County in advance of construction. The Division Manager of Sarasota County's Office of Financial Management Program Management Division is authorized to establish a list of improvements that qualify as Eligible Improvements and to set the method used to value those improvements.

   C. Net Appreciation: When the Mortgaged Property is being sold, the Net Appreciation will be the difference between the Approved Final Value and the sum of: a) the original contract sales price; b) the Eligible Improvements; and c) ten percent (10%) of the Approved Final Value. When the Mortgaged Property is not being sold, the Net Appreciation will be the difference between the Approved Final Value and the sum of: a) the original contract sales price; b) the Eligible Improvements; and c) five percent (5%) of the Approved Final Value.

   The Borrower shall repay the original loan amount plus a percentage of the net Appreciation. To determine the percentage of Net Appreciation due, the Borrower shall multiply the Net Appreciation by a fraction, the numerator of which is the principal sum of the Mortgage and the denominator of which is the Mortgaged Property's original contract sales price. In the event there is no Net Appreciation or Net Appreciation is a negative number, the amount of the original loan shall still be due and payable.

   In the event of a default by the Borrower pursuant to the terms and conditions of the Mortgage to which this Rider is attached, Sarasota County may choose to waive its rights pursuant to this Rider for a share of any appreciation in value of the Mortgaged Property.

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

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

f. Recipient/Tenant Selection Criteria:
1. Applicants for each unit will be chosen by the sponsor/developer and processed for income qualification by staff.
2. The Applicant must have qualified for a first mortgage loan from a mortgage lender to purchase the home and have a firm financial commitment from the lender.
3. Borrower and Co-Borrower must have completed the qualified community homebuyer education class conducted by a HUD certified housing counselor.
4. Applicants who have been previously assisted by the county with housing rehabilitation or homebuyer assistance are not eligible.
5. Applicants involved in a foreclosure or other mortgage default in the past seven years are reviewed and may not be eligible if the foreclosure action resulted in a certificate of title.

g. Sponsor Selection Criteria: Request for proposals and/or open application process will be utilized to select a sponsor to implement these projects. Characteristics in determining a sponsor developer may include, but are not limited to:
1. Capacity and capability to carry out project.
2. Need for project.
3. Scale of project.
4. Has a pool of income-eligible homebuyers.
5. Experience in completing similar projects; and
6. Use of green building techniques to the greatest extent practicable.

h. Additional Information:
1. Funds may be used as a match for other programs offered by the federal government and the State of Florida to develop affordable housing.
2. Developers will be required to submit proposals to provide housing that conforms to the County's proposal request specifications, neighborhood redevelopment plans, and the Comprehensive Plan.
3. Eligible properties include single-family housing up to four units including a mixed-use facility.
4. Developers will provide a budget for acquisition and rehabilitation and the County will pay for project expenses on a reimbursement basis.
5. In all cases the property must be brought up to code before it is sold to an income eligible buyer.
6. Location of the property is within Sarasota County except within the City limits of Sarasota.
7. Assistance under the maximum award will include hard and soft costs.

E. SPECIAL NEEDS	Code 11

a. Summary: SHIP funds may be allocated toward special needs households in need of Barrier Removal to allow special needs populations to remain in their home.

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

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

d. Maximum award: $20,000

e. Terms:
1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded Mortgage and Note.
2. Interest Rate: 0%
3. Years in loan term: 4-year term
4. Forgiveness: Forgiven 25% each year until the loan is totally forgiven as long as the loan is in good standing.
5. Repayment: None required as long as the loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs during the loan term: The property is sold, refinanced, transferred, leased, assigned or no longer occupied as the primary residence of the applicant. If any of these occur, the outstanding balance of the loan will be due and payable.

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

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

f. Recipient/Tenant Selection Criteria:
The pre-screening is reviewed to determine if the applicant and their home meets the initial eligibility criteria. The initial eligibility review includes the following criteria:
1. Location of home is within Sarasota County except within the City limits of Sarasota
2. Ownership of home as shown by Sarasota County Property Appraiser and Clerk of Courts records match applicant name and the applicant has owned and occupied the home as their primary residence for a minimum of one year under a recorded instrument conveying fee simple title and has documentation of homestead exemption.
3. An applicant that has a life estate may apply only if the owner of the future interest (remainder) also agrees to sign all agreements, mortgage and note.
4. Home's current just value as determined by the Sarasota County Property Appraiser does not exceed SHIP value limit.
5. The balance of existing secured debt does not exceed the home's current just value.
6. The repair requested is not merely a non-essential improvement.
7. Applicant is current on Sarasota County taxes, is not in foreclosure or does not have a federal tax lien.
8. Estimated household income does not exceed SHIP limits.

All Barrier Removal applicants must meet the definition of Special Needs as defined in Florida Statutes 420.0004(13). This definition defines a person with special needs as "an adult person requiring independent living services in order to maintain housing or develop independent living skills and who has a disabling condition; a young adult formerly in foster care who is eligible for services under s. 409.1451(5); a survivor of domestic violence as defined in s. 741.28; or a person receiving benefits under the Social Security Disability Insurance (SSDI) program or the Supplemental Security Income (SSI) program from veterans' disability benefits."

Pre-screens that pass the initial eligibility review are placed on the Housing Rehabilitation waiting list. Pre-applicants on the Housing Rehabilitation waiting list are selected based on the date placed on the waiting list and the priorities for funding described in Section I.

g. Sub-Recipient Selection Criteria: Sub-recipient nonprofit organization(s) may be selected to administer the Special Needs program. Criteria for selection of sub-recipient organization(s) will include: (1) past experience working with the target population; (2) past experience administering similar assistance programs; (3) financial and human resource capacity to administer the program; and (4) such other criteria as may be determined appropriate.

h. Sponsor/Sub-recipient Selection Criteria: N/A

i. Additional Information: Assistance to homeowners under the maximum award will include hard and soft costs.

F. RENTAL DEVELOPMENT	Code 14, 21

a. Summary: Funds will be awarded to developers of affordable rental units that are awarded construction financing through other state or federal housing programs to construct affordable rental units. This funding is intended to be used as gap financing required 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: $95,000 maximum per rental unit; Project Maximum: $500,000

e. Terms:
1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by recorded land use restrictions, Mortgage, and Note.
2. Interest Rate: 0%
3. Years in loan term: 20-year term
4. Forgiveness: The loan is not forgiven.

5. Repayment: The loan is due and payable at the end of the term unless the County's Housing Enhancement and Redevelopment Office (HERO) negotiates an extended loan term to secure affordable rental units in the best interest of the County's residents.
6. Default: A default will be determined as: sale, transfer, or conveyance of property, conversion to another use, failure to maintain standards for compliance as required by any of the funding sources. If any of these occur, the outstanding balance will be due and payable.

f. Recipient/Tenant Selection Criteria: All applicants for residence in a SHIP-assisted unit must meet income qualifications of the program as determined and reported by the developer's management company for the development in accordance with the written agreement.

g. Sponsor Selection Criteria: Developers will apply to the County through an RFQ or RFP process. The RFQ and RFP will require proof of developer experience in providing affordable rental housing, proof of financial capacity, evidence of the site control (or contract for sale), proof of ability to proceed once all funding is closed, and a housing unit design plan that meets with the County's housing element in the Comprehensive Plan.

The Housing Enhancement and Redevelopment Office reserves the right to select developments that meet all the above requirements and:
1. Are in areas of immediate need due to lack of available units.
2. Propose to preserve and improve existing units.

All funding awards will be subject to closing on other funding sources.

h. Additional Information:
1. Developers will be required to meet compliance reporting requirements on the development necessary to meet the statutory requirements for monitoring of SHIP rental units. The SHIP program states in Section 420.9075(5)(i) that eligible sponsors that offer rental housing for sale before the end of the affordability period must give in a first right of refusal to eligible non-profit organizations for purchase at the current market value for continued occupancy by eligible persons.
2. Assistance under the maximum award will include hard and soft costs.

G. MANUFACTURED HOUSING (MOBILE HOMES)	Code 3, 28, 29

a. Summary: The manufactured housing strategy may provide funds for:
1. Relocation assistance for owners/tenants who have been evicted due to closure of a mobile home park in accordance with 723.003, F.S. (code 28)
2. Lot rent assistance to owners of manufactured housing/mobile homes not to exceed six months (code 29)
3. Rehabilitation/emergency repairs (code 3)

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

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

d. Maximum award: $10,000 (relocation assistance)
$5,000 (lot rental assistance)
$15,000 (rehab/emergency repairs)

e. Terms:
1. Repayment loan/deferred loan/grant: For relocation assistance and lot rent assistance, the funds are awarded as a grant. For rehab/emergency repairs the loan is secured by a note and mortgage/lien.
2. Interest Rate: 0%
3. Years in loan term: N/A for relocation assistance and lot assistance, 10 years for rehab/emergency repairs
4. Forgiveness: N/A for relocation assistance and lot assistance, forgiven at the end of the term for rehab/emergency repairs.
5. Repayment: N/A for relocation assistance and lot assistance. None required for rehab/emergency repairs as long as loan is in good standing.
6. Default: N/A for relocation assistance and lot assistance. For rehab/emergency repairs, the loan will be determined to be in default if any of the following occurs during the Loan term: sale, transfer, or conveyance of property; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. If any of these occur, the outstanding balance will be due and payable.

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

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

f. Recipient/Tenant Selection Criteria: Applicants will be assisted on a first-qualified, first-served basis with priorities detailed in Section I.I being met first.

g. Sponsor Selection Criteria: N/A

h. Additional Information: Manufactured housing constructed after June 1994 is eligible.

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:

Any applicant with a project meeting one of the following conditions be given expedited review and approval:

1. Individuals or organizations that are receiving assistance through the Housing Enhancement Redevelopment Office (HERO).
2. Builders and Developers who are applying for Federal and/or State Affordable Housing Programs.
3. Non-Profit Organizations that are building affordable housing with a sales price that does not exceed the maximum sales price for the Housing Partnership Program.
4. Non-Profit Organizations that are building rental housing and agree to lease the property for no more than the HUD Fair Market Rent for a period of at least 30 years.
5. Applicants applying for a rezone or special exception for a project where a minimum of fifteen percent (15%) of the total units within the development are affordable to households earning less than 120% of area median income.
6. Applicants applying for site and development plan approval, plats and building permits for any project where a minimum of fifteen percent (15%) of the total units within the development are affordable to households earning less than 120% of area median income.

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:

Each agenda item that goes before the Board of County Commissioners (BCC) is reviewed by the originator to determine if it increases the cost to housing. If it does, the cover memo that goes to the BCC describes the cost per home. Additionally, staff will provide information to advisory committees with information on how policies, procedures, ordinances, regulations or plan provisions that they are considering impact the cost of housing, along with the estimated cost to implement the provision.

C. Other Incentive Strategies Adopted:

1. The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing:
    a. To continue allowing low-income families to receive a low interest loan from the County to enable them to pay the water and sewer capacity (impact) fees to connect to public water and sewer lines. This is available in the unincorporated county and the 4 municipalities. Note: This program is for areas where utility lines have been extended, not for new construction.
    b. To continue to allow affordable housing projects funded through HERO to include the cost of impact fees in the development costs and pay those fees using federal and/or state funds.

2. The allowance of flexibility in densities for affordable housing:
    a. The County should study this topic further during the next year to see if there are additional incentives related to increased densities that could be implemented.
    b. Conditioning density and other structural bonuses such as height, lot coverage, floor area ration, and parking on use for long-term affordable housing is a tool that should be utilized by the County to incentivize workforce housing development.

3. The allowance of affordable accessory residential units in residential zoning districts:

a. To update the Sarasota County Comprehensive Plan to include policies that encourages the production of diversity in housing types and prices.
b. The County's policy on accessory residential units should be reviewed to see if there are ways to create additional affordable housing opportunities; and
c. The County should review its zoning code to determine if changes could be made to increase additional affordable housing opportunities.

4. The reduction of parking and setback requirements for affordable housing:
   a. To continue to allow alternative parking plans to reduce required parking to be approved by the Zoning Administrator.
   b. The County's policies on parking and setback requirements should be reviewed to see if there are ways to create additional affordable housing opportunities.
   c. The County should offer structural bonuses such as density, height, lot coverage, floor area ratio, and parking close to employment centers.

5. The allowance of flexible lot configurations, including zero-lot line configurations for affordable housing:
   a. The County's policies on flexible lot configurations, including zero-lot configurations, should be reviewed to see if there are ways to create additional affordable housing opportunities.

6. The preparation of a printed inventory of locally owned public lands suitable for affordable housing:
   a. Identified escheated lots or other County owned property be designated as suitable for affordable housing. A list of such properties must be completed every three (3) years as required by 125.379 FS.

7. The support of development near transportation hubs and major employment centers and mixed-use developments:
   a. That the development near transportation hubs, major employment centers, and mixed-use development should be identified and supported with transit opportunities as part of the Code.
   b. Adaptive reuse of former commercial shopping centers should also be considered.

8. Other Affordable Housing Recommendations:
   a. Sarasota County accepts the recommendation that the AHAC or another citizen committee review the best practices and develop a comprehensive program to increase affordable housing opportunities for Sarasota County. The AHAC is convened annually to do this task.
   b. Studies to help shape policy and perception related to opposition of affordable housing may be of benefit:
      1. Traffic – Review peak hour and in and out movements at multi-family projects, post construction.
      2. Parking – review day and night parking
      3. Compatibility – review height, weight, design, density, setbacks, etc.
      4. Demographics – review population of children, retired persons, and other demographics.
      5. Tax Revenue
      6. Noise – review noise at property lines, post construction
      7. Property values on single family residences when multi-family develops nearby.
   c. During land use hearings, consider the impact of development decisions on affordable housing supply.

IV. EXHIBITS:

Required

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

B. Timeline for Estimated Encumbrance and Expenditure.

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

D. Signed LHAP Certification.

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

Optional

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

G. Interlocal Agreement (Required if applicable).

H. Other Documents Incorporated by Reference.

ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

Exhibit A

Exhibit A (2025)

Sarasota County

Fiscal Year: 2025-2026		
Estimated SHIP Funds for Fiscal Year:	$	3,091,771.00
Salaries and Benefits	$	305,177.10
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	
Advertising	$	2,000.00
Other*	$	
Total	$	309,177.10
Admin %		10.00%
		OK
Fiscal Year 2026-2027		
Estimated SHIP Funds for Fiscal Year:	$	3,091,771.00
Salaries and Benefits	$	305,177.10
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	
Advertising	$	2,000.00
Other*	$	
Total	$	309,177.10
Admin %		10.00%
		OK
Fiscal Year 2027-2028		
Estimated SHIP Funds for Fiscal Year:	$	3,091,771.00
Salaries and Benefits	$	305,177.10
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	
Advertising	$	2,000.00
Other*	$	
Total	$	309,177.10
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:

Exhibit B
Timeline for SHIP Expenditures

_____Sarasota County_____ 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
2025-2026	3/30/2028	6/15/2028
2026-2027	3/30/2029	6/15/2029
2027-2028	3/30/2030	6/15/2030

Requests for Expenditure Extensions (close-out year ONLY) must be emailed to robert.dearduff@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: Sarasota County Government

Estimated Funds (Anticipated allocation only): $ 3,091,771

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
1	Purchase Assistance - with Rehab	Yes	1	$75,000	1	$75,000			$150,000.00	$0.00	$150,000.00	2
2	Purchase Assistance - without Rehab	No	1	$75,000	1	$75,000			$0.00	$150,000.00	$150,000.00	2
3	Owner Occupied Rehabilitation	Yes	7	$100,000	7	$100,000			$1,400,000.00	$0.00	$1,400,000.00	14
9, 10	Acquisition/Rehabilitation/New Construction	Yes		$450,000	1	$450,000			$450,000.00	$0.00	$450,000.00	1
11	Special Needs	Yes	4	$20,000	3	$20,000			$140,000.00	$0.00	$140,000.00	7
5	Disaster Assistance			$60,000		$60,000		$60,000	$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		13		13		0		$2,140,000.00	$150,000.00	$2,290,000.00	26
Purchase Price Limits:			New	$ 500,000	Existing	$ 500,000						
			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
14, 21	Rental Development	Yes		$500,000	1	$500,000			$500,000.00	$0.00	$500,000.00	1
16	Disaster Assistance			$15,000		$15,000		$15,000	$0.00	$0.00	$0.00	0
29	Manufactured Housing – Lot Rent Assistance								$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		1		0		$500,000.00	$0.00	$500,000.00	1
	Administration Fees		$ 309,177		10%		OK					
	Home Ownership Counseling		$ -									
	Total All Funds		$ 3,099,177		This total is over the allocation and will require less than the maximum amount be awarded per applicant							

Set-Asides

Percentage Construction/Rehab (75% requirement)		85.4%		OK
Homeownership % (65% requirement)		74.1%		OK
Rental Restriction (25%)		16.2%		OK
Very-Low Income (30% requirement)		$ 930,000	30.1%	OK
Low Income (30% requirement)		$ 1,360,000	44.0%	OK
Moderate Income		$ -	0.0%	

FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2026-2027

Name of Local Government: Sarasota County Government

Estimated Funds (Anticipated allocation only): $ 3,091,771

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
1	Purchase Assistance - with Rehab	Yes	1	$75,000	1	$75,000			$150,000.00	$0.00	$150,000.00	2
2	Purchase Assistance - without Rehab	No	1	$75,000	1	$75,000			$0.00	$150,000.00	$150,000.00	2
3	Owner Occupied Rehabilitation	Yes	7	$100,000	7	$100,000			$1,400,000.00	$0.00	$1,400,000.00	14
9, 10	Acquisition/Rehabilitation/New Construction	Yes		$450,000	1	$450,000			$450,000.00	$0.00	$450,000.00	1
11	Special Needs	Yes	4	$20,000	3	$20,000			$140,000.00	$0.00	$140,000.00	7
5	Disaster Assistance			$60,000		$60,000		$60,000	$0.00	$0.00	$0.00	0
28	Manufactured Housing – Relocation Assistance (Homeowners)								$0.00	$0.00	$0.00	0
3	Manufactured Housing – Rehabilitation/Emergency Repairs								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Homeownership		13		13		0		$2,140,000.00	$150,000.00	$2,290,000.00	26
Purchase Price Limits:			New	$ 500,000	Existing	$ 500,000						
			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
14, 21	Rental Development	Yes		$500,000	1	$500,000			$500,000.00	$0.00	$500,000.00	1
16	Disaster Assistance			$15,000		$15,000		$15,000	$0.00	$0.00	$0.00	0
29	Manufactured Housing – Lot Rent Assistance								$0.00	$0.00	$0.00	0
28	Manufactured Housing – Relocation Assistance (Tenants)								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Rental		0		1		0		$500,000.00	$0.00	$500,000.00	1
	Administration Fees		$ 309,177		10%		OK					
	Home Ownership Counseling		$ -									
	Total All Funds		$ 3,099,177		This total is over the allocation and will require less than the maximum amount be awarded per applicant							

Set-Asides

Percentage Construction/Rehab (75% requirement)		85.4%		OK
Homeownership % (65% requirement)		74.1%		OK
Rental Restriction (25%)		16.2%		OK
Very-Low Income (30% requirement)		$ 930,000	30.1%	OK
Low Income (30% requirement)		$ 1,360,000	44.0%	OK
Moderate Income		$ -	0.0%	

FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2027-2028

Name of Local Government: Sarasota County Government

Estimated Funds (Anticipated allocation only): $ 3,091,771

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
1	Purchase Assistance - with Rehab	Yes	1	$75,000	1	$75,000			$150,000.00	$0.00	$150,000.00	2
2	Purchase Assistance - without Rehab	No	1	$75,000	1	$75,000			$0.00	$150,000.00	$150,000.00	2
3	Owner Occupied Rehabilitation	Yes	7	$100,000	7	$100,000			$1,400,000.00	$0.00	$1,400,000.00	14
9, 10	Acquisition/Rehabilitation/New Construction	Yes		$450,000	1	$450,000			$450,000.00	$0.00	$450,000.00	1
11	Special Needs	Yes	4	$20,000	3	$20,000			$140,000.00	$0.00	$140,000.00	7
5	Disaster Assistance			$60,000		$60,000		$60,000	$0.00	$0.00	$0.00	0
28	Manufactured Housing – Relocation Assistance (Homeowners)								$0.00	$0.00	$0.00	0
3	Manufactured Housing – Rehabilitation/Emergency Repairs								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Homeownership		13		13		0		$2,140,000.00	$150,000.00	$2,290,000.00	26
Purchase Price Limits:			New	$ 500,000	Existing	$ 500,000						
			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
14, 21	Rental Development	Yes		$500,000	1	$500,000			$500,000.00	$0.00	$500,000.00	1
16	Disaster Assistance			$15,000		$15,000		$15,000	$0.00	$0.00	$0.00	0
29	Manufactured Housing – Lot Rent Assistance								$0.00	$0.00	$0.00	0
28	Manufactured Housing – Relocation Assistance (Tenants)								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Rental		0		1		0		$500,000.00	$0.00	$500,000.00	1
	Administration Fees		$	309,177	10%		OK					
	Home Ownership Counseling		$	-								
	Total All Funds		$	3,099,177	This total is over the allocation and will require less than the maximum amount be awarded per applicant							

Set-Asides

Percentage Construction/Rehab (75% requirement)		85.4%		OK
Homeownership % (65% requirement)		74.1%		OK
Rental Restriction (25%)		16.2%		OK
Very-Low Income (30% requirement)		$ 930,000	30.1%	OK
Low Income (30% requirement)		$ 1,360,000	44.0%	OK
Moderate Income		$ -	0.0%	

BOARD RECORDS
FILED FOR RECORD

2025 JUL -9 PM 2:55

KAREN E. RUSHING
CLERK OF CIRCUIT COURT
SARASOTA COUNTY, FL

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

CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION

Local Government or Interlocal Entity: Sarasota County

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

Resolution No: 2025-154

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

Witness

Date

Chair (Signature)

Dr. Joseph Neunder, Chair, BCC Sarasota County
Chair (Printed)

OR

Attest: (Seal)

ATTEST
KAREN E. RUSHING, Clerk of
The Circuit Court and
Ex-Officio Clerk of the Board
Of County Commissioners of
Sarasota County, Florida

By: _____
Deputy Clerk

Resolution No: 2025-154

BOARD RECORDS
FILED FOR RECORD
JUL -9 PM 2:55
KAREN E. RUSHING
CLERK OF CIRCUIT COURT
SARASOTA COUNTY, FL

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

RESOLUTION #: 2025- 154

A RESOLUTION OF THE County COMMISSION OF Sarasota County (Local Government) FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES;AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CHAIR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

* * * * * * * * * *

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

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

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

WHEREAS, as required by *section 420.9075, F.S.* It is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to $350,000 may use up to 10 percent of program income for administrative costs.

WHEREAS, the Office of Financial Management has prepared a three-year Local Housing Assistance

R2025-154

Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the public for Sarasota County (local government) to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA that:

Section 1: The Board of County Commissioners (commission or council) of the Sarasota County (local government) hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2025-2026, 2026-2027, 2027-2028.

Section 2: The Chair (Chairman or Mayor or designee), 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 9 DAY OF July, 2025

Chair

(SEAL)

ATTEST:

County Clerk

R2025-154

BOARD RECORDS
FILED FOR RECORD
2025 JUL -9 PM 2:54
KAREN E. RUSHING
CLERK OF CIRCUIT COURT
SARASOTA, FL

SARASOTA COUNTY ORDINANCE NO. 2025-013

AN ORDINANCE OF SARASOTA COUNTY, FLORIDA RELATING TO THE STATE HOUSING INITATIVES PARTNERSHIP PROGRAM, CODIFIED AS CHAPTER 38, ARTICLE V OF THE CODE OF ORDINANCES OF SARASOTA COUNTY, FLORIDA; AMENDING SECTION 38-114; AMENDING SECTION 38-116; AMENDING SECTION 38-119; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA:

SECTION 1. This Ordinance shall amend Article V, Chapter 38 of the Code of Ordinances of Sarasota County, Florida (the "Code"). In this Ordinance, new text is indicated by underlining and deleted text by ~~strikethrough~~.

SECTION 2. Section 38-114 of the Code is hereby amended to read as follows:

Sec. 38-114. – Definitions

* * *

As used in this article, the term:

(1) *Adjusted for Family Size* means adjusted in a manner which results in an income eligibility level that is lower for households having fewer than four people, or higher for households having more than four people, than the base income eligibility requirement established by the United States Department of Housing and Urban Development.

(2) *Adjusted Gross Income* means wages, income from assets, regular cash or non-cash contributions, and any other resources and benefits determined to be income by the United States Department of Housing and Urban Development, Adjusted for Family Size, minus the deductions allowable under Section 61 of the Internal Revenue Code of 1986, as amended.

(3) *Affordable* means that monthly rents or monthly mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median adjusted gross annual income for the households as indicated in subsection (23), subsection (24), or subsection (29) of this section, however, it is not the intent to limit an individual's ability to devote more than 30 percent of his income for housing.

(4) *Agency* means the Florida Housing Finance Corporation ~~Agency~~.

(5) *Award* means a Loan, Grant, or subsidy funded wholly or partially by the Local Housing Distribution.

(6) *Community-Based Organization* means a nonprofit organization that has among its purposes the provision of Affordable housing to persons who have special needs or have very low income, low income, or moderate income within a designated area,

D2025-013

which may include a municipality, a county, or more than one municipality or county, and maintains, through a minimum of one-third representation on the organization's governing board and otherwise, accountability to housing program beneficiaries and residents of the designated area. A community housing development organization established pursuant to 24 CFR Part 92.2, and a community development corporation created pursuant to F.S. ch. 290, are examples of Community-Based Organizations.

~~(7) *Department* means the Department of Community Affairs.~~

(7) ~~(8)~~ *Disbursed* means the request submitted by the Agency to the Comptroller for release of funds from the local government housing trust fund for credit to participating counties, Eligible Municipalities or Interlocal Entities.

(8) ~~(9)~~ *Eligible Housing* means any real and Personal Property located within the County which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of F.S. ch. 553 for Homeownership or rental for Eligible Persons as designated by the County.

(9) ~~(10)~~ *Eligible Municipality* means a municipality that is eligible for federal community development block grants as an entitlement community identified in 24 CFR Section 570, Subpart D (Entitlement Grants).

(10) ~~(11)~~ *Eligible Persons* means one or more natural persons or a family determined by the County to be of very low income, low income or moderate income according to the Adjusted Gross Income of the resident with adjustment made for family size.

(11) ~~(12)~~ *Eligible Sponsor* means a person or a private or public for-profit or not-for-profit entity that applies for a Loan under the Local Housing Assistance Program for the purpose of providing Eligible Housing for Eligible Persons.

(12) ~~(13)~~ *Encumbered* means moneys committed by contract or purchase order in a manner that obligates the County, Eligible Municipality or Interlocal Entity to expend the Encumbered amount upon delivery of goods, the rendering of services or the conveyance of real property by a vendor, supplier, contractor or owner.

(13) ~~(14)~~ *Grant* means a distribution of a portion of a Local Housing Distribution to an Eligible Sponsor or Eligible Person to partially assist in the construction or rehabilitation of Eligible Housing or to provide the cost of tenant or ownership qualifications.

(14) ~~(15)~~ *Homeownership* means the use of the Local Housing Distribution moneys for the purpose of providing owner-occupied housing. Such uses may include, but are not limited to, construction, rehabilitation, purchase, and lease-purchase financing where the primary purpose is eventual purchase of the housing by the occupant.

(15) ~~(16)~~ *Interlocal Entity* means an entity created pursuant to the provisions of F.S. ch. 163, pt. I (F.S. § 163.01 et seq.), for the purpose of establishing a joint Local Housing Assistance Program pursuant to the provisions of F.S. § 420.9072(5).

(16) ~~(17)~~ *Loan* means a pledge of the Local Housing Distribution moneys to an Eligible Sponsor or Eligible Person to partially finance the construction or rehabilitation of Eligible Housing.

(17) ~~(18)~~ *Local Housing Assistance Plan* means a concise description of the Local Housing Assistance Program adopted by local government ordinance with an explanation of the way in which the program meets the requirements of F.S. §§ 420.907—420.9079.

(18) ~~(19)~~ *Local Housing Assistance Program* means housing construction, rehabilitation, repair, and finance programs implemented by the County with the Local Housing Distribution or other funds deposited into the local housing assistance trust fund.

(19) ~~(20)~~ *Local Housing Distributions* means the proceeds of the taxes collected under F.S. ch. 201, deposited into the local government housing trust fund and distributed to counties and Eligible Municipalities participating in the State Housing Initiatives Partnership Program pursuant to F.S. § 420.9073.

(20) ~~(21)~~ *Local Housing Incentive Plan* means the plan addressing Affordable housing incentives required pursuant to F.S. § 420.9076.

(21) ~~(22)~~ *Local Housing Partnership* means the implementation of the Local Housing Assistance Program in a manner that involves Sarasota County, ~~the City of Sarasota,~~ lending institutions, housing developers, community-based housing and service organizations, and providers of professional services relating to Affordable housing. The term includes initiatives to provide support services for housing program beneficiaries such as training to prepare persons for the responsibility of Homeownership, counseling of tenants, and the establishing of support services such as day care, health care, and transportation.

(22) ~~(23)~~ *Low-Income Person* means one or more natural persons or a family, not including Students, that has a total annual adjusted gross household income that does not exceed 80 percent of the median annual Adjusted Gross Income for households within the State or 80 percent of the median annual Adjusted Gross Income for households within the metropolitan statistical area or, if not within a metropolitan statistical area, within the County, whichever amount is greater. With respect to rental units, the Low-Income Persons's annual income at the time of initial occupancy may not exceed 80 percent of the State's median income Adjusted for Family Size. While occupying the rental unit, a Low-Income Person's annual income may increase to an amount not to exceed 140 percent of 80 percent of the State's median income Adjusted for Family Size.

(23) ~~(24)~~ *Moderate-Income Person* means one or more natural persons or a family, not including Students, that has a total annual adjusted gross household income that is less than 120 percent of the median annual Adjusted Gross Income for households within the metropolitan statistical area or, if not within a metropolitan statistical area, within the County, whichever is greater. With respect to rental units, the Moderate-Income Person's annual income at the time of initial occupancy may not exceed 120 percent of the State's median income Adjusted for Family Size. While occupying the rental unit, a Moderate-Income Person's annual income may increase to an amount not to exceed 140 percent of 120 percent of the State's median income Adjusted for Family Size.

(24) ~~(25)~~ *Personal Property* means major appliances, including a freestanding refrigerator or stove, to be identified on the Encumbering documents.

(25) ~~(26)~~ *Persons Who Have Special Housing Needs* means individuals who have incomes not exceeding moderate income and, because of particular social, economic or health-

related circumstances, may have greater difficulty acquiring or maintaining Affordable housing. Such persons may have, for example, encountered resistance to their residing in particular communities, and may have suffered increased housing costs resulting from their unique needs and high risk of institutionalization. Such persons may include, but are not limited to, persons with developmental disabilities; persons with mental illnesses or chemical dependency; persons with Acquired Immune Deficiency Syndrome (AIDS) and Human Immunodeficiency Virus (HIV) disease; runaway and abandoned youth; public assistance recipients; migrant and seasonal farm workers; refugees and entrants; the elderly; and disabled adults.

(26) ~~(27)~~ *Population* means the latest official State estimate of Population, certified pursuant to F.S. § 186.901, prior to the beginning of the fiscal year.

(27) ~~(28)~~ *Student* means a person not living with the person's parent or guardian who is eligible to be claimed by the person's parent or guardian as a dependent under the federal Income Tax Code and who is enrolled at least half time in a secondary school, vocational-technical center, community college or university. The term does not include a person participating in a job training program approved by the County or the Eligible Municipality.

(28) ~~(29)~~ *Very-Low-Income Person* means one or more natural persons or a family, not including Students, that has a total annual adjusted gross household income that does not exceed 50 percent of the median annual Adjusted Gross Income for households within the State or 50 percent of the median annual Adjusted Gross Income for households within the metropolitan statistical area or, if not within a metropolitan statistical area, within the County, whichever is greater. With respect to rental units, the Very-Low-Income Person's annual income at the time of initial occupancy may not exceed 50 percent of the State's median income Adjusted for Family Size. While occupying the rental unit, a Very-Low-Income Person's annual income may increase to an amount not to exceed 140 percent of 50 percent of the State's median income Adjusted for Family Size.

(Ord. No. 93-042, § 4, 4-27-1993; Ord. No. 98-060, § 4, 6-23-1998)

* * *

SECTION 3. Section 38-116 of the Code is hereby amended to read as follows:

Sec. 38-116. Local Housing Partnership.

The County, in conjunction with ~~the City of Sarasota,~~ Community-Based Organizations, for-profit housing developers, lending institutions, providers of Affordable housing, and social service organizations working on behalf of persons with special housing needs, shall implement the Local Housing Assistance Program. Such assistance shall include provision of support services for housing program beneficiaries such as: training to prepare persons for the responsibility of Homeownership, counseling of tenants, and the establishment of support services. Such implementation shall be consistent with this article, F.S. §§ 420.907—420.9079, and F.A.C. 91-37.

(Ord. No. 93-042, § 6, 4-27-1993; Ord. No. 98-060, § 6, 6-23-1998)

* * *

SECTION 4. Section 38-119 of the Code is hereby amended to read as follows:

Sec. 38-119. ~~Designation of responsibility for~~ Aadministration and implementation of the Local Housing Assistance Plan.

Sarasota County shall be the responsible entity ~~designates responsibility~~ for the implementation and administration of the Local Housing Assistance Plan. ~~to the City of Sarasota Office of Housing and Community Development, pursuant to an interlocal agreement between Sarasota County and the City of Sarasota providing for the cooperative administration of City and County housing and community development programs.~~

(Ord. No. 93-042, § 9, 4-27-1993; Ord. No. 98-060, § 9, 6-23-1998)

* * *

SECTION 5. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon filing with the Florida Department of State.

PASSED AND DULY ADOPTED by the Board of County Commissioners of Sarasota County, Florida, this 9 day of July, 2025.

BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

By: _____
Chair

ATTEST:

KAREN E. RUSHING, Clerk of the
Circuit Court and Ex-Officio Clerk of the
Board of County Commissioners of
Sarasota County, Florida

By: _____
Deputy Clerk

ATTEST
KAREN E. RUSHING, Clerk of
The Circuit Court and
Ex-Officio Clerk of the Board
Of County Commissioners of
Sarasota County, Florida

By: _____
Deputy Clerk

O2025-013