Walton County

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2025-2026, 2026-2027, 2027-2028

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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	Walton 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 housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

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

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

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

Once there is a list of eligible applicants, they will be ranked giving priority to households qualifying as Special Needs (420.0004 (13), F.S.) then elderly in the Moderate Housing Rehabilitation and Replacement Housing strategies.

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

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

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

The methodology used is:

U.S. Treasury Department	X
Local HFA Numbers	

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

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

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

O. Monitoring and First Right of Refusal: In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of $10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements.

Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

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

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

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

Q. Program Administration: Administration of the local housing assistance plan will be performed by: The Emerald Coast Regional Council (ECRC). The administrative services provided shall include, but are not limited to, the following:

Entity	Duties	Admin. Fee Percentage
Walton County	Liaison	2%
Emerald Coast Regional Council	1. Assistance to clients and those organizations/contractors providing services to SHIP 2. Conduct verification of applicant's eligibility for the program 3. Preparation of all required tracking reports and advertisements 4. Coordination with the Florida Housing Finance Corporation (FHFC) to ensure compliance with program requirements 5. Provision of staff services to the local Affordable Housing Advisory Committee 6. Monitoring of the program's success and providing advice and recommendations for program improvement 7. Preparation of the Local Housing Assistance Plan every three years 8. Preparation for monitoring by Florida Housing Finance Corporation 9. Other services as may be required to ensure	8%

	successful administration of the program	

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 program administrator, Emerald Coast Regional Council, will have a flat fee of $2,000 per Housing Rehabilitation and Replacement Housing project. The fee will cover all project delivery costs including the initial inspection, work write ups, cost estimates, construction inspections, project oversight, as well as any change orders and reporting.

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:** All improvements will meet Energy Conservation requirements as required by Florida Building Code for new construction or existing structures, as applicable. The County, when economically feasible, shall encourage and support green building practices and products, including energy efficient features in each strategy. According to the type and extent of the repair or reconstruction and the needs of the recipient, the following green and energy products will be utilized when viable:

1. Bath fixtures will carry the WaterSense label or the following specifications:
    - **a.** Toilets: 1.6 gallons/flush or less
    - **b.** Faucets: 1.5 gallons/minute or less
    - **c.** Showerheads: 2.2 gallons/minute or less
2. Appliances
    - **a.** Energy Star qualified refrigerator, water heater, and range
3. Lighting
    - **a.** Installation of Energy Star light fixtures and ceiling fans, and/or
    - **b.** Installation of Compact Flourescent Light (CFL) bulbs or LED bulbs in newly installed lighting fixtures
4. Heating, Cooling, and Ventilation
    - **a.** HVAC with minimum SEER rating of 14
5. Building Products
    - **a.** Energy Star qualified doors and windows
    - **b.** No or Low-VOC paints (50 grams per liter or less carrying GreenGuard certification)

V. **Describe efforts to meet the 20% Special Needs set-aside:** The goals will be met through our active strategies. Special needs clients will be noted and prioritized on the maintained waiting list.

W. Describe efforts to reduce homelessness: The sub recipient works with the county and local shelters to obtain information regarding the homeless population to access their needs and provide assistance in finding affordable housing whenever possible.

Section II. LHAP Strategies:

A. Owner-Occupied Rehabilitation	Code 3

a. Summary: To provide moderate rehabilitation for owner occupied homes to address roofing, electrical, plumbing, sanitary disposal, or structural code deficiencies. Additionally, this strategy provides for the construction or installation of non-essential general property improvements to provide basic amenities and to bring dwelling units into conformity with applicable HQS housing standards. Mobile or modular homes built after June of 1994 are eligible.

b. Fiscal Years Covered: 2022-2023, 2023-2024, 2024-2025

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

b. Maximum award: $50,000;

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded lien.

2. Interest Rate: 0%

3. Years in loan term: 62 years of age and older: Five (5) year term
   61 years of age and younger: Fifteen (15) year term

4. Forgiveness: Five (5) year loan: Loan is forgivable at a rate of twenty percent (20%) per year.. Fifteen (15) year loan: Loan is forgivable at a rate of twenty percent (20%) per year, starting in year eleven (11)..

5. Repayment: None required as long as the loan is in good standing.

6. Default: If the property is sold before the lien expires, the outstanding balance of the loan is due and payable. If the title is transferred, or if the house is no longer the primary residence of the applicant, the outstanding balance of the loan is due and payable, with the following exception: If the applicant passes away and ownership transfers to an income eligible heir who is going to make the house their primary residence, the loan will be extended to them. If the title is transferred to an eligible heir who is not going to reside in the house or a non-eligible heir, the outstanding balance of the loan is due and payable in full.

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

d. Recipient Selection Criteria: Assistance will be provided on a first qualified, first served basis. This means the application is complete and income eligibility is verified, the house is determined eligible for repair, and the Home Care and Maintenance Class has been successfully completed. The family must provide proof of property ownership. Life estates are recognized as proof of ownership. The county's Home Care and Maintenance Class must be successfully completed unless the applicant is unable to attend the class, in which case the applicant will be provided the study materials.

Priority will be given to applicants with Special Needs and then the elderly.

e. Sponsor Selection Criteria: N/A

f. Additional Information: An applicant assisted under this strategy is ineligible to receive additional funding for rehabilitation during an outstanding five (5) or fifteen (15) year lien period from all other strategies except Disaster Mitigation. A homeowner may reapply for further assistance after the current lien period has expired. Mobile homes are not eligible for assistance.

B. Demolition/Reconstruction (Replacement Housing)	Code 4

a. Summary: To provide for the demolition of dilapidated houses and reconstruction of an affordable replacement home for families living in unsafe conditions. These funds will include a necessary well and/or septic. The SHIP Program Coordinator shall inspect and designate the existing structure as not suitable (more than 50% of structure damage or beyond repair) during the initial inspection. Loans for assistance include costs related to demolition, construction, inspections, work write-ups, closing costs, but will not include costs related to relocation or temporary housing. The SHIP Program Coordinator has the right to deny enhancement or expansion of the existing footprint of the current dwelling unit. This strategy will also be implemented in partnership with area non-profit housing agencies, non-profit housing developers, or government agencies to partially underwrite the costs of constructing affordable replacement homes. In the case of partnerships, existing homes will be determined eligible for this strategy pursuant to the recipient selection criteria and inspection through the partnership entity.

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

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

d. Maximum award: $175,000

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded to the Non-Profit Entity, who will use 100%of the funds towards the replacement home for a named homeowner (mortgagor).
2. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded lien.
3. Interest Rate: 0%.
4. Years in loan term: Two (2) years.
5. Forgiveness: Forgiven when the loan is used by the Non-Profit Entity for a replacement home within the loan term period.
6. Repayment: Not required as long as the loan is in good standing.
7. Default: the full amount of the loan is due and payable if the Non-Profit Entity is in default.

The Non-Profit Entity will submit name(s) of potential mortgagors to the SHIP Program Coordinator, pursuant to the Recipient/Tenant Selection criteria. In cases where the selected mortgagor(s) die(s) during the two-year loan term, the loan may be used by the Non-Profit Entity for another SHIP eligible candidate.

The SHIP Program Coordinator will retain records of the date of closing for the Non-Profit entity and the date of closing for the named homeowner {mortgagor). When the full funding is used within the loan terms, a Satisfaction of Mortgage for the Non-Profit Entity will be filed with the County.

Loan Terms for the Applicant:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded lien.
2. Interest Rate: 0%.
3. Years in loan term: Fifteen (15) Years.
4. Forgiveness: The loan will be forgiven at the end of the fifteen (15) year term.
5. Repayment: Not required as long as the loan is in good standing.
6. Default: The outstanding amount of the loan is due and payable if the homeowner is in default. The homeowner will be found in default for the following reasons: sale of the property, title transfer, or the home is no longer the primary residence Recipient Selection Criteria: Applicants assisted on a first-qualified, first-served basis with Preference will be given to applicants with Special Needs and the elderly.

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 try 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: Assistance will be provided on a first-qualified, first served basis. This means the application and income qualification has been completed by the SHIP Program Coordinator, and the home is determined eligible for replacement. Applicants must own and reside in the existing structure as their primary residence a minimum of five (5) consecutive years before the date of application. Priority will be given

to applicants with Special Needs and then the Elderly.

g. Sponsor Selection Criteria: Selection of a partnership entity will be based upon responses to an advertised Request for Proposal (RFP) by the county. Selection criteria will include:

1. Entity's locally based expertise in affordable single-family housing construction;
2. Amount of non-SHIP funds or value of in-kind services committed as SHIP leverage;
3. Unit production goals in relation to SHIP funding request;
4. SHIP repayment terms requested, (i.e., loan guarantee or deferred loan); and
5. Percentage of units targeted to low-in

Proposals meeting the RFP requirements for the full three-year LHAP period will be evaluated and recommended by the Affordable Housing Committee (AHAC) to the Board of County Commission in order to assist in the determination of the agency or organization that will be the partner in this strategy. The Board of County Commission will provide final selection and contract approval.

h. Additional Information: Property taxes must be paid and not delinquent during the five (5) year period of home ownership. Documentation from the County Property Appraiser will be used to confirm non-delinquent tax payments. Deeds for the property may be used to show proof of homeownership; (life estates are not recognized as proof of ownership). The Home Care & Maintenance Class must be successfully completed unless the applicant is determined physically unable to attend the class by the SHIP Program Coordinator, in which case the applicant will be provided with the study materials. Replacement with a manufactured or modular home is not a category of eligible housing.

Those assisted under this strategy are ineligible to receive funding for Owner-Occupied Rehabilitation during the lien period; however, they may receive Disaster Assistance. Additionally, an applicant may only use replacement housing assistance once.

C. Purchase Assistance with Rehabilitation/without Rehabilitation (FTHB)	**Code 1, 2**

a. Summary: SHIP funds will be awarded in the form of purchase assistance, closing costs, necessary repairs, and buying down the first mortgage interest rates for the purchase of a home. Permanent first mortgage financing, (exceeding the SHIP Homebuyer Assistance), is provided through a first mortgage lender at a fixed rate. For Habitat buyers, SHIP will provide gap financing in addition to down payment and closing cost assistance. Rehabilitation costs shall be for health and safety repairs including minor code violations, electrical, and plumbing, up to $5,000 (five thousand dollars), paid within the maximum award amount.

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

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

d. Maximum award: Very Low: $20,000
Low: $15,000
Moderate: $10,000

Habitat Buyers, very low or low income only: $50,000

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment, subordinate loan secured by a recorded subordinate mortgage.
2. Interest Rate: 0%.
3. Years in loan term: Twelve (12) Years.
4. Forgiveness: The loan is forgivable at the end of the twelve (12) year period.
5. Repayment: None required as long as the loan is in good standing.
6. Default: the outstanding amount of the loan is due and payable if the homeowner is in default. The homeowner will be found in default for the following reasons: sale of the property, title transfer, and/or the home is no longer the primary residence.

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 try to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment. Subordination of Liens may only be requested if the dwelling unit is being refinanced, in which the interest rate will be reduced, therefore reducing the monthly payments and there is no cash back or payoff of any additional debt.

f. Recipient/Tenant Selection Criteria: Assistance will be provided on a first-qualified, first served basis. This means the application and income qualification has been completed by the SHIP Program Coordinator, and the applicant is determined eligible for assistance. Priority will be given to applicants with Special Needs and then the Elderly, as well as first time homebuyers with rehabilitation. Habitat for Humanity will recommend their qualified applicants to the SHIP Program Coordinator. All applicants must also meet the definition of a first-time homebuyer, (per Program Details, Section R).

g. Sponsor Selection Criteria: N/A

h. Additional Information: Prior to application for SHIP funding, applicants must first secure a first mortgage at a fixed rate: no ARM's, no prepayment penalty, no negative amortization, and no balloon loans. Owner financing is not permissible. Completion of the Homebuyer Education Class is mandatory prior to closing. Permanent first mortgage financing is provided through financial institutions without County guarantee, thereby leveraging a significant volume of private sector financing. Purchase of a manufactured or modular home is not a category of eligible housing.

D. Disaster Assistance	Code 5, 16

a. Summary: To provide funding for immediate activities during or after a disaster as declared by the Governor or by the President. This strategy will only be implemented in the event of a declared disaster, using any funds that have not yet been encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation. Applicants with existing SHIP liens are eligible for this strategy.

	SHIP disaster funds may be used for items including but not limited to: Purchase of emergency supplies for eligible households to weatherproof damaged homes; Interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable; repair of existing wells where public water is not available; repair of septic lines that may have been impacted; security deposit and/or rental assistance for eligible recipients that have been displaced from their homes due to disaster; and other activities proposed by the counties and eligible municipalities and approved by Florida Housing.

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

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

d. Maximum award: $10,000

e. Terms:

1. Repayment loan/deferred loan/grant: Award is in the form of 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.
7. Repayment: N/A
8. Default: N/A

f. Recipient/Tenant Selection Criteria: Applicants will be assisted on a first-qualified, first-served basis following the declaration of the natural disaster. Applicants must own and reside in the home as their primary residence. Deeds for the property may be used to show proof of homeownership; (life estates are recognized as proof of ownership).

g. Sponsor Selection Criteria: N/ A.

h. Additional lnformation: Those assisted under this strategy are eligible to receive additional funding for rehabilitation or replacement housing, if qualified.

E. Emergency Repair	**Code 6**

b. Fiscal Years Covered: 2025-2026, 2026-2027, 2027-2028
c. Income Categories to be served: Very low, and low
d. Maximum award:$ 15,000
e. Terms:
1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a

recorded lien.

2. Interest Rate: 0%.
3. Years in loan term: Five (5) years.
4. Forgiveness: The loan will be forgiven at a rate of twenty percent (20%) per year.
5. Repayment: None required as long as the loan is in good standing.
6. Default: The outstanding amount of the loan is due and payable if the homeowner is in default. The homeowner will be found in default for the following reasons: sale of the property, title transfer, or the home is no longer the primary residence.

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 try to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment

f. Recipient Selection Criteria: Applicants will be selected on a first-qualified, first-served basis, with priority given to those who are on the Owner-Occupied Rehabilitation wait list. Life estates are recognized as proof of ownership.
g. Sponsor/Sub-recipient Selection Criteria: N/A.
h. Additional Information: Those assisted under this strategy are ineligible to receive any further emergency funding during the lien period; however, they may receive Disaster Assistance.

F. Rental Development	**Code 14,21**

a. Summary: This strategy supports the development of quality, affordable, rental housing for eligible tenants through new construction, acquisition of property, or existing rental units, and/or rehabilitation of existing substandard rental units. These rental development project(s) will be undertaken by experienced and qualified developers as defined by Florida Housing Finance Corporation (FHFC) or another funding agency such as the U.S. Department of Housing and Urban Development (HUD). Preference will be given to developers who are or who engage in partnership agreements with a local Community Housing Development Organization (CHOO}, Public Housing Authority (PHA), a 501 (c) (3) non-profit affordable housing sponsor, and/or private for- profit developers selected through one or more open proposal submission(s). SHIP funds will support non-profit and private for-profit sponsored affordable housing rental developments typically in conjunction with financing provided by the FHFC, HUD, the U.S. Department of Agriculture (USDA), local bonding authorities, public housing authorities, or other similar rental development sponsoring agencies.

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

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

d. Maximum award: $ 50,000 per development

e. Terms:

1. Repayment loan/deferred loan/grant: Deferred Payment Loan secured by a Mortgage and Note.
2. Interest Rate: 0%.
3. Years in loan term: The term of the loan is thirty (30) years or the term of the Land Use Restriction Agreement (LURA) if required by the FHFC or HUD as a condition for project financing, whichever is greater.
4. Forgiveness: Forgiven at the end of the term.
5. Repayment: None required as long as loan is in good standing.
6. Default: The sale of properties assisted with SHIP funds shall require the approval of the Board of County Commissioners and shall be acceptable (without repayment) only if the subsequent owner(s} agrees to meet any remaining rental occupancy and affordability obligations established in the development agreement and mortgage.

Compliance monitoring shall be performed annually by the County for the minimum period as required by SHIP through a direct review of Sponsor agency documentation to establish compliance with Program affordability requirements with respect to tenant occupancy, income levels, and rental rates. For FHFC or HUD financed projects that also receive SHIP local support, occupancy, rent, and housing quality compliance documentation secured by FHFC, HUD, or their designated contract monitor shall be deemed acceptable in meeting this requirement.

f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis. At least ten percent (10%) of families must have an extremely low income at initial occupancy and at least ten percent (10%} of families must have one member of the household with special needs.

g. The Demographic to be Served: Units may be designated for the elderly, including Assisted Living Facilities (ALF}, the homeless or family populations. The developer must indicate the population to be served at the time of application.

h. Sponsor/Sub-recipient Selection Criteria: For CHDO, PHA, and/or Non-Profit Sponsored Developments, project(s} will be selected for funding through a competitive process; if funded, will be completed in accordance with a contract between the eligible CHDO, PHA, or 501(c} (3) non-profit agency and the Walton County Local Housing Partnership. Selection will be based upon the applicant's response to a Request for Proposal (RFP} issued to all eligible CHDO's, PHA, or non-profit developers of affordable rental housing.

Project selection criteria shall include the following, as applicable:

1. Agency must be locally designated CHOO, PHA, or a 501(c)(3) non-profit;
2. Agency's rental portfolio;
3. Agency's previous rental development experience;
4. Compliance with 67-37.005, the Local Housing Assistance Plan;
5. Percentage of units targeted to very low-income people;
6. Percentage of units targeted at families who have one member of the household with special needs;
7. Subsidy level per unit;
8. SHIP cost per unit;
9. Ratio of private funds to public funds;
10. Ratio of other funds to SHIP funds;
11. Compliance with new construction preference;
12. Target date for project commitment and completion, if selected; and

13. Form of assistance requested.

For-Profit Sponsored Developments: The selection criteria will consist of the above-mentioned criteria but will require disclosure of financial data in order to determine the level of local commitment required from SHIP funds, the contribution of the proposed project to SHIP Delivery Goals as established by the County, and unit production scheduling.

i. Additional Information: Designated County Planning and Housing staff and/or a Project Review Team will evaluate proposals. The Board of County Commissioners will provide final selection and contract approval. Multiple proposals may be reviewed for funding; however, only one proposal per fiscal year will be funded. Final selection and ranking will be based upon the fin al scoring and ranking by FHFC or other primary funding entities.

G. DAP (Lot Purchase)	**Code 2**

a. Summary: Summary: On new constructions projects, SHIP funds may be used to reduce the amount of the construction loan as well as providing down payment/closing cost assistance toward the purchase of a Lot. Construction financing must be in place prior to lot acquisition assistance. Assistance shall be tailored to the individual affordability and financing needs of the participating homebuyer; however, each homebuyer shall only receive the minimum level of assistance required to enable the purchase of a Lot for a newly constructed home.

b. Fiscal Years Covered: 2025-2026, 2026-2027, 2027-2028
c. Income Categories to be served: Very low, low, and moderate
d. Maximum award: $10,000
e. Terms:
    1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred subordinate loan secured by a recorded subordinate mortgage.
    2. Interest Rate: 0%.
    3. Years in loan term: Twelve (12) years.
    4. Forgiveness: The loan will be forgiven at the end of the twelve (12) year term.
    5. Repayment: None required as long as the loan is in good standing.
    6. Default: The outstanding amount of the loan is due and payable if the homeowner is in default. The homeowner will be found in default for the following reasons: sale of the property, title transfer, the home on the Lot is no longer the primary residence, and/or the Certificate of Occupancy for the newly constructed home has not been issued within one year from the date of closing on the SHIP loan.

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 try 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: Assistance will be provided on a first-qualified, first served basis.

g. Sponsor Selection Criteria: N/A.

h. Additional Information: Prior to application for SHIP funding, applicants must first secure a construction loan. Completion of the Homebuyer Education Class is mandatory prior to closing. Permanent first mortgage financing is provided through financial institutions without County guarantee, thereby leveraging a significant volume of private sector financing. Placement of a manufactured or modular home on the Lot is not a category of eligible housing. Those assisted under this strategy are ineligible to receive funding during the lien period; however, they may receive Disaster Assistance. Additionally, an applicant may only use DPA Lot Purchase assistance once.

H. 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.

On June 9, 1998, Walton County adopted Resolution 98-34 adopting an expedited processing procedure, which states that affordable housing permit applications will be given a priority in the event the permit approval time should exceed seven (7) days. NOTE: At this time, the County has not experienced any delays in their permitting process.

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.

The Walton County Planning and Development Services Division will have the responsibility of performing the review procedure, with precise procedures and applications. The emphasis will be upon limiting cost impact upon housing affordability. The division shall provide written comments on proposed developments which may impact the cost of housing.

C. Name of the Strategy: **Flexible Densities**

The allowance of flexibility in densities for affordable housing.

Areas where flexible densities for affordable housing projects can be located are outlined in the County's Land Development Code. This includes Low Density and Medium Density Residential categories allow for density bonuses for affordable housing to increase density from 4 D.U./acre to 5 D.U./acre. Policy 3.3 under Housing Chapter 2.3 states "the County shall provide density bonuses for developments located within the Low Density and Medium Density Residential future land use categories that provide affordable housing as defined by the Affordable Housing Needs Assessment for Walton County."

D. Name of the Strategy: **Locally Owned Public Lands Suitable for Affordable Housing**

The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

The County has prepared an annual list of locally owned public lands suitable for affordable housing. This list is available on the Walton County website and will be presented to the Affordable Housing Advisory Committee (AHAC) for review on an annual basis.

E. Name of the Strategy: **Fee Waivers for Affordable Housing**

The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

The Walton County Planning Department may waive fees for bone fide affordable housing developers, as adopted by the Walton County Board of Commissions, by Resolution in 2016. Additionally, In December 2023, the Walton County Board of Commissions adopted a mobility fee (under the Mobility Plan) for affordable housing, which is the smallest fee for those constructing affordable housing (applicable to 120% AMI). In the near future, approval is expected to allow all mobility fees to be waived, for those approved developments for affordable homes at the average median income of 80% or less, subject to the Walton County Land Development Code.

F. Name of the Strategy: **Affordable Accessory Residential Units**

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

Accessory Residential Units: Chapter 2.02.00, Section 3 of the Walton County Land Development Code, (as revised on January 24, 2023), states that the purpose of this section is "to provide for inexpensive housing units to meet the needs of Walton County residents. This section is also intended to protect the property values and residential character of neighborhoods where ADUs are located." Accessory residential structures, i.e., "granny flats," or "mother- in-law" suites will be permitted in land use designations permitting residential development, subject to Local Planning Agency (LPA) approval, individual property covenants, densities, and of service standards.

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: N/A.

G. Interlocal Agreement: N/A.

Exhibit A

ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

Exhibit A (2025)

(WALTON COUNTY)

Fiscal Year: 2025-2026		
Estimated SHIP Funds for Fiscal Year:	$	639,830.00
Salaries and Benefits	$	58,983.00
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	2,000.00
Advertising	$	1,000.00
Other*	$	
Total	$	63,983.00
Admin %		10.00%
		OK
Fiscal Year 2026-2027		
Estimated SHIP Funds for Fiscal Year:	$	639,830.00
Salaries and Benefits	$	58,983.00
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	2,000.00
Advertising	$	1,000.00
Other*	$	
Total	$	63,983.00
Admin %		10.00%
		OK
Fiscal Year 2027-2028		
Estimated SHIP Funds for Fiscal Year:	$	639,830.00
Salaries and Benefits	$	58,983.00
Office Supplies and Equipment	$	2,000.00
Travel Per diem Workshops, etc.	$	2,000.00
Advertising	$	1,000.00
Other*	$	
Total	$	63,983.00
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:

Exhibit B
Timeline for SHIP Expenditures

Walton County, Florida, affirms that funds allocated for these fiscal years will 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 are 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: WALTON COUNTY

Estimated Funds (Anticipated allocation only): $ 639,830

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
3	Owner-Occupied Rehabilitation	Yes	2	$75,000	3	$75,000			$375,000.00	$0.00	$375,000.00	5
4	Demolition/Reconstruction	Yes	1	$175,000		$175,000			$175,000.00	$0.00	$175,000.00	1
1,2	Purchase Assistance with Rehab/without Rehab	Yes		$50,000		$50,000	2	$10,000	$20,000.00	$0.00	$20,000.00	2
6	Emergency Repair	Yes		$15,000		$15,000			$0.00	$0.00	$0.00	0
2	DPA Lot Purchase (Optional)	Yes		$10,000		$10,000		$10,000	$0.00	$0.00	$0.00	0
5,16	Disaster 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
									$0.00	$0.00	$0.00	0
	Total Homeownership		3	$325,000.00	3	$225,000.00	2	$20,000.00	$570,000.00	$0.00	$570,000.00	8
	Purchase Price Limits:		New	$ 615,449	Existing	$ 615,449						
			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 (Optional)								$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 Rental		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$ 63,983		10%		OK				Yes	
	Home Ownership Counseling		$ 3,000								No	
	Total All Funds		$ 636,983 OK									

Set-Asides

Percentage Construction/Rehab (75% requirement)		89.1%	OK
Homeownership % (65% requirement)		89.1%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	$ 325,000	50.8%	OK
Low Income (30% requirement)	$ 225,000	35.2%	OK
Moderate Income	$ 20,000	3.1%	

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

2026-2027

Name of Local Government: Walton County

Estimated Funds (Anticipated allocation only): $ 639,830

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
3	Owner-Occupied Rehabilitation	Yes	2	$75,000	1	$75,000			$225,000.00	$0.00	$225,000.00	3
4	Demolition/Reconstruction	Yes	1	$175,000		$175,000			$175,000.00	$0.00	$175,000.00	1
1,2	Purchase Assistance with Rehab/without Rehab	Yes		$50,000	2	$50,000	1	$10,000	$110,000.00	$0.00	$110,000.00	3
6	Emergency Repair	Yes	1	$15,000		$15,000			$15,000.00	$0.00	$15,000.00	1
2	DPA Lot Purchase (Optional)	Yes		$10,000	1	$10,000	1	$10,000	$20,000.00	$0.00	$20,000.00	2
5, 16	Disaster Assistance								$0.00	$0.00	$0.00	0
3, 28	Manufactured Housing (Mobile Homes)								$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		4		4		2		$545,000.00	$0.00	$545,000.00	10
	Purchase Price Limits:		New	$ 615,449	Existing	$ 615,449						
			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 (Optional)								$0.00	$0.00	$0.00	0
29	Manufactured Housing (Mobile Homes)								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Rental		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$ 63,983		10%		OK					
	Home Ownership Counseling		$ 3,000									
	Total All Funds		$ 611,983	OK								

Set-Asides

Percentage Construction/Rehab (75% requirement)		85.2%	OK
Homeownership % (65% requirement)		85.2%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	$ 340,000	53.1%	OK
Low Income (30% requirement)	$ 185,000	28.9%	OK
Moderate Income	$ 20,000	3.1%	

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

2027-2028

Name of Local Government: Walton

Estimated Funds (Anticipated allocation only): $ 639,830

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
3	Owner-Occupied Rehabilitation	Yes	2	$75,000	1	$75,000			$225,000.00	$0.00	$225,000.00	3
4	Demolition/Reconstruction	Yes	1	$175,000		$175,000			$175,000.00	$0.00	$175,000.00	1
1,2	Purchase Assistance with Rehab/without Rehab	Yes		$50,000	2	$50,000	1	$10,000	$110,000.00	$0.00	$110,000.00	3
6	Emergency Repair	Yes	1	$15,000		$15,000			$15,000.00	$0.00	$15,000.00	1
2	DPA Lot Purchase (Optional)	Yes		$10,000	1	$10,000	1	$10,000	$20,000.00	$0.00	$20,000.00	2
5, 16	Disaster Assistance								$0.00	$0.00	$0.00	0
3, 28	Manufactured Housing (Mobile Homes)								$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		4		4		2		$545,000.00	$0.00	$545,000.00	10
	Purchase Price Limits:		New	$ 615,449	Existing	$ 615,449						
			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 (Optional)								$0.00	$0.00	$0.00	0
29	Manufactured Housing (Mobile Homes)								$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
									$0.00	$0.00	$0.00	0
	Total Rental		0		0		0		$0.00	$0.00	$0.00	0
	Administration Fees		$	63,983	10%		OK					
	Home Ownership Counseling		$	3,000								
	Total All Funds		$	611,983	OK							

Set-Asides

Percentage Construction/Rehab (75% requirement)		85.2%	OK
Homeownership % (65% requirement)		85.2%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	$ 340,000	53.1%	OK
Low Income (30% requirement)	$ 185,000	28.9%	OK
Moderate Income	$ 20,000	3.1%	

Exhibit D
67-37.005(1), F.A.C.
2026

CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION

Local Government or Interlocal Entity: WALTON 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.

Approved by the Walton County Board of County Commissioners 09/08/2026

(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

Witness

Brad Drake - Chairman
Type Name and Title

Date

OR

Attest: Crystal Sconiers
Crystal Sconiers
Clerk of the Circuit
Court & Comptroller

COUNTY COMMISSIONERS SEAL WALTON COUNTY, FLORIDA
(Seal)

Approved by the Walton County Board of County Commissioners 09/08/2026

Exhibit E
67-37.005(1), F.A.C.
2026

RESOLUTION #: 60

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

* * * * * * * * * * *

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

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

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

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

WHEREAS, as required by *section 420.9075, F.S.* It is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(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 Economic and Community Development Department has prepared a three-year Local

Housing Assistance 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 the Walton County 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 COUTNY COMMISSIONERS OF THE WALTON COUNTY, FLORIDA that:

Section 1: The Board of County Commissioners of Walton County 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 2026-2027, 2027-2028, 2028-2029.

Section 2: The Chairperson of the Board of County Commissioners 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 8th DAY OF Sept, 26.

Chairman or Mayor or designee
Brad Drake

(SEAL)

ATTEST: Crystal Sconiers
City or County Clerk

Crystal Sconiers
Clerk of the Circuit
Court & Comptroller