

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: 12/05 / 06 [X] Consent [] Regular [] Public Hearing

Department: Housing and Community Development

Submitted By: Housing and Community Development

Submitted For: Commission on Affordable Housing

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: a Resolution approving the Second Amendment (R2005-1885) to the Hurricane Housing Recovery Plan (HHRP) for Fiscal Year 2005-2006; modifying the funding levels for the Repair/Replacement of Post 1994 Manufactured Homes, Building Material Acquisition, Housing Re-entry/Eviction Prevention for homeowners, Land Acquisition; Owner Occupied Housing Rehabilitation and Rental Housing Programs.

SUMMARY: This Amendment is a continuation of prior recommendations from the Commission on Affordable Housing's Advisory Committee, on the implementation of the HHRP. The proposed revisions for maximum award levels to owner households are as follows: Extremely Low Income (30% or less of the area median) will increase from \$50,000 to \$75,000; Very Low Income (31% to 50% of the area median income) will increase from \$45,000 to \$55,000; Low Income (51% to 80% of the area median income) will increase from \$35,000 to \$45,000; and Moderate Income (81% to 120% of the area median income) will increase from \$30,000 to \$40,000. Additionally, proposed revisions to the funding for the following Strategies will be reduced as follows: Repair/Replacement of Post 1994 Manufactured Homes from \$500,000 to \$0; Building Material Acquisition from \$150,000 to \$0; Housing Re-entry/Eviction Prevention for homeowners from \$100,000 to \$0; the Land Acquisition from \$662,000 to \$0. Funding will increase for the Owner Occupied Housing Rehabilitation Program from \$1,925,000 to \$3,077,000; and the Rental Housing Program from \$440,000 to 700,0000. Countywide (TKF)

Background and Justification:

Increased prices for construction materials and labor in Palm Beach County (PBC), along with an increased need for mold remediation, have significantly increased the cost to repair hurricane damaged homes. In addition, there is a shortage of licensed and insured contractors willing to participate in the HHRP program due to Palm Beach County's stringent insurance licensing and warranty requirements. Since there is a high demand for service and limited service providers, prices tend increase significantly. For these reasons, the subsidy increases for the Owner Occupied Housing Rehabilitation and Rental Housing Program are necessary to fully fund home repairs for County residents in need.

Attachments:

1. Proposed Resolution R-2005-1885
2. Hurricane Housing Recovery Program (HHRP) with Exhibits 1 & 2

Recommended By: Edward B. Brown 11/30/06
 Department Director Date

Approved By: Sharon G. [Signature] 11-30-06
 Assistant County Administrator Date

I. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes ___ No ___ Budget Account No.:
 Fund ___ Agency ___ Org. ___ Object ___ Reporting Category ___

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: Edward D. Brown for
 Larry D. Brown, Financial Analyst II

III. REVIEW COMMENTS

A. **OFMB Fiscal and/or Contract Dev. and Control Comments:**
Elizabeth Brown 12/1/06 OFMB DM 12-01-06 Dr. J. H. ... 12/4/06 Contract Dev. and Control 12/4/06

B. **Legal Sufficiency:**
[Signature]
 Assistant County Attorney

C. **Other Department Review:**

 Department Director

This summary is not to be used as a basis for payment.

RESOLUTION NO. R-2006 _____

A RESOLUTION APPROVING THE SECOND AMENDMENT TO THE HURRICANE HOUSING RECOVERY PLAN (HHRP) FOR FISCAL YEARS 2005-2006, MODIFYING THE FUNDING LEVELS FOR REPAIR/REPLACEMENT OF POST 1994 MANUFACTURED HOMES, BUILDING MATERIAL ACQUISITION, HOUSING RE-ENTRY /EVICTION PREVENTION FOR HOMEOWNERS, LAND ACQUISITION, OWNER OCCUPIED HOUSING REHABILITATION, AND RENTAL HOUSING PROGRAMS

WHEREAS, as part of the 2004 hurricanes that hit Florida, Governor Jeb Bush and Lieutenant Governor Jennings recommended that the Florida Legislature appropriate one-time hurricane housing recovery funds; and

WHEREAS, the approved legislation requires the establishment of a locally-administered HHRP and Delivery Goals Chart that accommodate different housing needs of different communities; and

WHEREAS, the amount approved by the 2005 Legislature is \$208 million to be allocated amongst twenty eight (28) counties for households with incomes up to 120 percent of the area median income; and

WHEREAS, Palm Beach County shall receive State funds through the Hurricane Housing Recovery Housing Assistance Plan (HHRP) (F.S. Chapter 420.907); and

WHEREAS; the HHRP for Palm Beach County's \$4,485,784 share of the allocation establishes how HHRP funds are to be allocated; and

WHEREAS, the HHRP requires local government to establish the maximum award for each strategy; and

WHEREAS, the maximum award for Owner Occupied Housing Rehabilitation will increase from \$50,000 to \$75,000 for extremely low income (30% and below of the area median income); and

WHEREAS, the maximum award for the Owner Occupied Housing Rehabilitation for very low income home buyers (31% to 50% of the area median income), will increase from \$45,000 to \$55,000; and

WHEREAS, the maximum award for the Owner Occupied Housing Rehabilitation for low income home buyers (51% to 80% of the area median income) will increase from \$35,000 to \$45,000; and

WHEREAS, the maximum award for the Owner Occupied Housing Rehabilitation for moderate income home buyers (81% to 120% of the area median income) will increase from \$30,000 to \$40,000; and

WHEREAS, the Repair/Replacement of Post 1994 Manufactured Homes funding level will decrease from \$498,590 to \$0; and

WHEREAS, the Building Material Acquisition funding level will decrease from \$150,000 to \$0; and

WHEREAS, the Housing Re-entry/Eviction Prevention funding level for homeowners will decrease from \$100,000 to \$0; and

WHEREAS, the Land Acquisition funding level will decrease from \$662,000 to \$0; and

WHEREAS, the Owner Occupied Housing Rehabilitation funding will increase from \$1,925,000 to 3,075,590; and

WHEREAS, the Rental Housing Program funding will increase from \$440,000 to \$700,000; and

WHEREAS, it is required for Palm Beach County to revise its HHRP and Housing Delivery Goals Chart specifically indicating the nature of the requested change to the previously established HHRP and Housing Delivery Goals Chart for State Fiscal Years 2005-2006; and

WHEREAS, the Board of County Commissioners find that it is in the best interest of the public for Palm Beach County to submit the Hurricane Housing Recovery Assistance Plan and Housing Delivery Goals Chart for review and approval to the State of Florida so as to qualify for Hurricane Housing Recovery funds.

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

1. Resolution R-2006-0468 shall be amended by replacing the Hurricane Housing Recovery Housing Assistance Plan funding levels and maximum award and changing the same on the Delivery Goals Chart for 2005-2006 attached here to and made a part hereof.

The foregoing Resolution was offered by Commissioner _____ and seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

- Addie L. Greene, Chairperson** -
- John F. Koons, Vice Chair** -
- Karen T. Marcus** -
- Warren Newell** -
- Mary McCarty** -
- Burt Aaronson** -
- Jess Santamaria** -

The Chairperson thereupon declared the Resolution duly passed and adopted this _____ day of _____, 2006.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

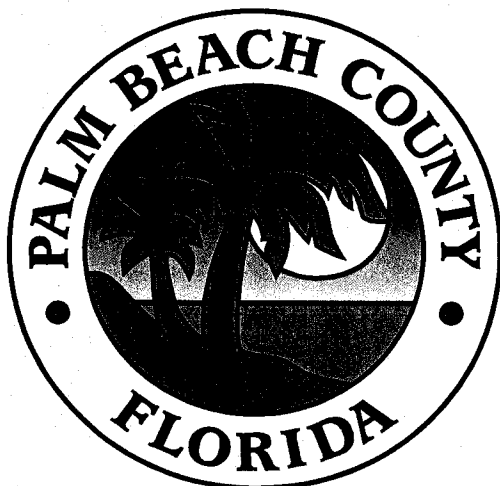
**ATTEST:
SHARON R. BOCK,
CLERK & COMPTROLLER**

By: 

Tammy K. Fields
Assistant County Attorney

By: _____
Deputy Clerk

**PALM BEACH COUNTY
HURRICANE HOUSING RECOVERY (HHR)
HOUSING ASSISTANCE PLAN**



**HURRICANE HOUSING ASSISTANCE PLAN
FOR FISCAL YEARS 2005/06, 2006-07 & 2007/08
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I. PROGRAM DESCRIPTION

A. Name of County: Palm Beach County

Base Allocation Request: \$6,401,838

Extremely Low Income Request: \$1,280,368

Community Planning Request: \$853,578

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

Cities of Delray Beach, Boynton Beach and West Palm Beach

B. Purpose of the program; Section 420.9072, F.S. and chapter 67-37.005(3), F.A.C.

This Plan (Hurricane Housing Recovery Plan – HHRP) is created for the purpose of providing strategies to utilize Hurricane Housing Recovery (HHR) funding for housing recovery efforts for extremely low, very low, low, and moderate income households in Palm Beach County.

II. HHRP HOUSING STRATEGIES: Chapter 67-37.005(5), F.A.C.

A. Name of the Strategy: Owner-Occupied Housing Rehabilitation

a. **Summary of the Strategy:** This strategy combines the SHIP Strategies for Housing Rehabilitation, Replacement Housing, Special Needs/Barrier Free Housing, and the Disaster Mitigation/Recovery, and will be used to enhance these strategies. Funds are provided to extremely low, very low, low and moderate income homeowners to repair/replace/reconstruct/retrofit eligible single family owner-occupied units (structures of one to four dwelling units) for the purpose of upgrading substandard property to correct code violations and prevent additional deterioration and/or add needed living space. Assistance for moderate income homeowners is limited to hurricane related repairs.

b. Special Needs/Barrier-Free funding will be provided to disabled households for housing modification and barrier removal to improve accessibility and provide for health and safety repairs as needed.

Eligible homes requiring rehabilitation will be renovated to meet the County's applicable building code standards. If the maximum award combined with other public or private dollars is not sufficient to bring a home up to County's building code standards, the home will not be eligible for assistance under this strategy. However, if the rehabilitation cost is at least fifty percent or more of the fair

market value of the home, the homeowner may be referred for replacement housing under the Replacement Housing Strategy.

Eligible home repairs include but are not limited to:

- Structural components that show sign of imminent collapse
- Damage cause by fire
- Roof repair and /or replacement: complete repair or replacement of deteriorated roofing systems to eliminate substandard or unsafe roofing conditions including gutters
- Broken water pipes
- Sewer sanitation failure
- Water leaks in walls or foundation
- Door replacement including hardware
- Garage door repair/replacement
- Windows and window fixtures replacement including screens
- Roof leaks causing electrical hazard, ceiling collapse or structural damage
- Inoperable toilet, sink, tub or hot water heater
- Drywall replacement/repair
- Inoperable exterior doors and windows
- Installation of hurricane shutters (aluminum)
- Electrical failure including exposed bare wires or other imminent fire hazards
- Gas leaks
- Mold remediation
- Termite treatment and repairs
- Kitchen and bathroom remodeling
- Cracked/dangerous driveway
- Room addition to alleviate over crowding
- Interior and exterior painting
- Rewiring
- Re-plumbing
- Kitchen and bathroom remodeling to restore/remove/impede deterioration
- Repair/replace/install HVAC system
- Floor covering replacement to restore/repair deteriorated existing floor covering
- Insulation
- Repair deteriorated siding/stucco
- Repair/replace existing sprinkler system and related items
- Replace existing landscape only if hurricane damaged
- Debris removal
- Repair/replace screen and patio enclosures
- Repair/replace fence only if required by Homeowners/Condo Associations
- Repair/replace light fixtures
- Payment of Home Owners Associations fees windstorm and flood insurance (up to 12 months) including payments of fees assessed for hurricane related repairs
- Incipient building code violation that if left un-repaired will compromise the health and safety of a household

- Any other repairs identified as being in violation of applicable building code threatening the life, health and safety of the resident.

b. **Fiscal Years Covered: 2005/2006; 2006/2007; 2007/2008**

c. **Income Categories to be served:**

Extremely Low, very low, low and moderate income households as defined by the U. S. Department of Housing and Urban Development (HUD) and adopted by the State of Florida and Palm Beach County.

d. **Maximum award as noted on the Hurricane Housing Goals Chart \$75,000**

The maximum award for this strategy is not automatically provided. Rather, the amount of subsidy awarded will be the maximum amount necessary to make the necessary repairs and bring the house up to building code requirements.

Deleted: 50,000

e. **Terms, Recapture and Default**

Funding in the amount of \$5,000 or less will be provided in the form of an unsecured grant with no recapture or deferred payment provision. Assistance of \$5,001 up to \$20,000 will be in the form of a deferred payment zero interest loan secured by a lien on the property for a period of 10 years. Assistance exceeding \$20,001 and up to the maximum award will be in the form of a deferred payment, zero interest loan secured by a lien for a period of 30 years.

No payments will be due as long as the home remains the primary residence of the original applicant. If the home is sold, leased, title is transferred, or the home ceases to be the primary residence of the applicant within the lien period, the entire amount of assistance provided must be repaid within 60 days.

If the property is sold or title is transferred to an income eligible buyer during the term of the mortgage, repayment may be waived for the owner and transferred to the buyer if the purchaser accepts the terms and conditions of the program, including the principal residence requirement and any new/additional program requirements applicable at the time of transfer. The purchaser's eligibility will be determined by the County and must be requested by the owner prior to the sale of the property. If eligible, the purchaser shall be entitled to the remainder of the owner's benefit.

f. **Recipient Selection Criteria:**

Eligible applicants will be approved for assistance on a first-come, first-qualified first served basis within the income groups subject to funding availability.

g. **Sponsor Selection Criteria, if applicable:**

No sponsors are utilized for the Owner-Occupied Housing Rehabilitation program. Applicants will be funded subject to funding availability. Funding for materials and labor may also be provided to long-term recovery organizations in Palm Beach County including non-profit and community housing organizations.

h. **Additional Information:**

In addition to being income eligible as described above, applicants must meet the following selection criteria:

- Applicant may not currently own or have assets exceeding \$200,000 (monetary gifts and real estate excluding applicant's primary residence are included in the asset calculation)
- The residence must be owner occupied
- Mortgage payments and taxes must be current / paid up to date
- Applicants must provide proof of current homeowners insurance and ownership.
- HHR funds may be combined with SHIP and/or HOME funds where needed. When HHR funds are combined with SHIP or HOME funds, any HHR loan repayment proceeds will be prorated and deposited into a separate Housing Trust Fund as required.
- Rehabilitation/repairs must be performed by a State certified licensed contractor licensed to do business in Palm Beach County.

B. Name of the Strategy: Rental Housing

- a. **Summary of Strategy:** HHR funds will be provided to for-profit and non profit organizations and individuals for site acquisition, site development, construction, impact fees, infrastructure improvements and rehabilitation of rental housing projects/developments. The goal of this strategy is to increase the supply of affordable rental housing available to extremely low, and very-low income residents of Palm Beach County. All HHR assisted units must be occupied by income eligible families and will be monitored annually for tenant eligibility.
- b. **Fiscal Years Covered:** 2005/2006; 2006/2007; 2007/2008
- c. **Income Categories to be served:** Extremely low, and very low income.
- d. **Maximum Award as noted on the Housing Goals Delivery Chart:** \$25,000.
- e. **Terms, Recapture and Default:**
The financial assistance will be secured with a mortgage and note that requires repayment at an interest rate of three percent (3%) unless made as a grant. Loans/grants will be made to qualified for-profit and non-profit organizations after analysis and approval by the Board of County Commissioners (BCC) with a minimum term of not less than fifteen (15) years. Unit affordability must be maintained for the term of the loan and rents may not exceed Fair Market Rent as established By HUD for Palm Beach County.

HHR funds may be provided as a grant in cases when the developer has a project

that won't "cash flow" using a loan format but offers important benefits in terms of special needs housing. Funds may be combined with private financing, HOME and SHIP funds. When HHR funds are combined with SHIP or HOME funds, any HHR loan repayment proceeds will be prorated and deposited into a separate Housing Trust Fund.

f. **Sponsor Selection Criteria:**

The County will advertise the availability of funds and sponsors of affordable rental developments will be selected based upon their development experience, effective leveraging of HHR funds with other funds, ability to develop affordable housing, ability to serve low income households, special needs and homeless populations, and other relevant criteria deemed appropriate by the Board of County Commissioners.

It is the goal of the County to provide funding for a variety of rental housing projects in a variety of locations. If staff believes a project is not feasible, staff reserves the right to recommend no funding and state the reason(s) for such recommendation. **Preference will be given to organizations which employ Welfare to Work (WAGES) personnel and those projects serving extremely low (30% or less of the area median income at time of application).** Persons seeking residency at an HHR funded project under this strategy will be served on a first come-first served basis.

Management of the development will select and lease HHR assisted units to income eligible individuals on a first come, first served, first qualified basis. Qualification criteria for HHR recipients must meet all affordability and income guidelines for the income group. The County will be responsible for monitoring the project annually for compliance with tenant income and affordability requirements. Annual re-certification of tenants is required to ensure only income qualified tenants occupy assisted units.

C. **Name of the Strategy: Land Acquisition**

- a. **Summary of the Strategy:** This strategy will provide funds to eligible developers of single-family developments serving extremely low, very low, low and moderate income households to acquire vacant land including scattered sites and existing manufactured home parks with the goal of increasing the number of affordable owner housing units available to income eligible residents. Properties can be acquired through deed and tax sales, foreclosure, or through private purchases. Properties purchased must be utilized for the development of affordable housing for income eligible first time homebuyers.

Funds may be utilized for site acquisition, site development, infrastructure improvements, impact fees, demolition costs, and other construction related costs, title costs, appraisals, surveys, attorney's fees, and all closing related fees. This strategy can be used in combination with the SHIP Purchase Assistance Program, SHIP Single Family Development Program and HOME program funding. When HHR funds are combined with SHIP or HOME funds, any HHR loan repayment proceeds will be prorated and deposited into a separate Housing Trust Fund as required.

- b. **Fiscal Years Covered:** State fiscal years 2005/2006; 2006/2007; 2007/2008.
- c. **Income Categories to be served:** Extremely low, very-low, low, and moderate
- d. **Maximum award as noted on the Hurricane Housing Goals Chart:**
\$50,000 per lot.

The maximum purchase price shall be determined by the appraised /fair market value at time of purchase not to exceed the maximum purchase price as noted on the housing goals delivery chart as adjusted from time to time.

e. **Terms, Recapture and Default:**

1. Financial assistance to developers will be secured with a mortgage and note that will require repayment at an interest rate of 3% with a minimum term of 30 years.
2. Assisted developments must commit to set aside a minimum number of units for lower income households. The housing must remain affordable, and all HHR assisted units must be occupied by income eligible persons during the affordability period. Additional resale restrictions as stipulated in a Community Land Trust and/or Shared Equity Agreements if applicable may be enforced during the applicable restrictive period.

Assistance to eligible homebuyers will be provided in the form of a deferred payment zero percent interest loan secured by a mortgage and note for the market value of the land at the time of construction for a minimum period of thirty (30) years. No payment will be due as long as the home remains the primary residence of the applicant. If the house is sold or leased, title is transferred or conveyed, or the home ceases to be the primary residence of the applicant for the term of the loan, the entire amount of the assistance provided will be due and payable within 60 days.

A deed or resale restriction for the term of the mortgage will be recorded in the Public Records of Palm Beach County ensuring resale of assisted units to income eligible low/moderate income buyer. Additional resale restrictions as stipulated in a Community Land Trust and/or Shared Equity Agreements if applicable may be enforced during the restrictive period.

HHR funds may be combined/leveraged with SHIP, HOME, CDBG, private sector financing, Single Family Mortgage Revenue Bond and Federal Home Loan funds to assist with single family housing developed/constructed for first-time homebuyers. When HHR funds are combined with other funds, any HHR loan repayment proceeds will be prorated and deposited into a separate Housing Trust Fund as required.

f. **Recipient Selection Criteria:**

Eligible applicants will be approved for assistance on a first-come, first-qualified first served basis within the income groups subject to funding availability. In addition to being income eligible, buyers must meet the following selection criteria:

1. Eligible homebuyer program participants must qualify as first time homebuyers and must receive a certificate of homebuyer counseling prior to loan closing. A first time home buyer is an applicant who has not owned a home within the three (3) years immediately preceding the assisted purchase. The only exception is a person who has lost his/her home as a result of divorce within the three (3) years preceding the assisted purchase.
2. Purchasers of the developed units must be very low, low, or moderate income, and occupy the property as their primary residence. Management of the development will select potential homebuyers for the HHR assisted units on a first come first served, first qualified basis. Qualification criteria for HHR recipients must meet all HHR affordability and income guidelines for the income group. County staffs will income-certify all homebuyers for the HHR assisted units.
3. The purchase price of the home may not exceed the maximum sales price as established by Palm Beach County and/or the State of Florida. The home must be located within the urban service areas of the County.
4. The purchased property must meet all applicable building codes, and, Certificate of Occupancy is required prior to occupancy.

g. **Site Selection Criteria:**

Only vacant land will be funded for purchase under this strategy. Properties will be purchased at appraised/fair market value. Eminent domain activities will not be funded under this strategy.

h. **Sponsor Selection Criteria:**

Sponsors of affordable owner housing development will be awarded assistance on a first come first qualified, first served basis subject to funding availability. The County will advertise the availability of funds. Preference will be given to sponsors who hire employees through local WAGES and Workforce Development initiatives. It is the goal of the County to provide funding for a variety of housing projects in a variety of locations. If staff deems a project not feasible, staff reserves the right to recommend no funding for that project and state the reason for such recommendation

Selection criteria will also include quality of the proposed development, development costs, development team experience, housing affordability, financial stability, economic viability and sensitivity to local housing needs. The proposed HHR assisted units must be affordable to very low, low and moderate income households

State Fiscal Years: 2002-2003 and 2003-2004.

D. Name of the Strategy: Repair/Replacement of Post 1994 Manufactured Homes

- a. **Summary of the Strategy:** Funding will be provided to income eligible extremely low, very low, and low income applicants for repair, replacement, and relocation assistance of post-1994 Manufactured Homes constructed in compliance with Florida Building Code, or with the Manufactured Home Construction Safety Standards Act, including Manufactured Homes located or leased in stable park situations. Limited repair and relocation assistance will be provided on a case-by-case basis for pre-1994 Manufactured Homes and mobile homes. In the event the rehabilitation cost is at least fifty (50) percent or more of the value of the home, the homeowner may utilize the maximum award towards the purchase of a replacement home.

Assistance will also be provided for down-payment, closing cost and purchase price assistance for site-built and post-1994 Manufactured Homes constructed in compliance with Florida Building Code, or with the Manufactured Home construction Safety Standards Act with the appropriate wind load rating. This strategy may be achieved in coordination with the Long Term Recovery Coalition (LTRC).

- b. **Fiscal Years Covered:** 2005/2006; 2006/2007; 2007/2008
- c. **Income Categories to be served:** Extremely low, very low and low income
- d. **Maximum Award:** as noted on the Hurricane Housing Goals Chart: \$40,000
- e. **Terms, Recapture and Default:**
Funding in the amount of \$5,000 or less is provided in the form of an unsecured grant with no recapture or deferred payment provision. Funding to extremely low income applicants up to the maximum award will be provided as a deferred payment zero (0) interest loan secured by a mortgage and note for a period of **twenty (20) years** (1/20 forgiven each year). No payment is due as long as the home remains the primary residence of the applicant. If the home is sold or leased, title is transferred or conveyed, or the home ceases to be the primary residence of the applicant during the term of the loan, the outstanding (un-forgiven) balance of the loan will be due and payable within 60 days.

Assistance to very low income applicants will be provided in the form of a deferred payment zero (0) interest loan secured by a mortgage and note for a period of **twenty (20) years**. No payment is due as long as the home remains the

primary residence of the applicant. If the home is sold or leased, title is transferred or conveyed, or the home ceases to be the primary residence of the applicant during the term of the loan, the entire amount of assistance provided will be due and payable within 60 days.

Assistance to low and moderate income applicants is provided in the form of a deferred payment zero (0) interest loan secured by a mortgage and note for a period of **thirty (30) years**. No payment is due as long as the home remains the primary residence of the applicant. If the home is sold or leased, title is transferred or conveyed, or the home ceases to be the primary residence of the applicant during the term of the loan, the entire amount of assistance provided will be due and payable within 60 days.

Additionally, a deed or resale restriction for the term of the mortgage may be recorded in the Public Records of Palm Beach County ensuring resale of assisted units to extremely low/very-low/ low/moderate income eligible buyer. Other resale restrictions as stipulated in a Community Land Trust and/or Shared Equity Agreements if applicable may be enforced during the applicable restrictive period.

f. Recipient Selection Criteria:

Eligible applicants will be approved for assistance on a first-come, first-qualified first served basis within the income groups subject to funding availability. In addition to being income eligible, applicants requiring replacement housing assistance must meet the same selection criteria for recipients under the HHR Land Acquisition Strategy.

HHR funds may be combined/leveraged with private financing, SHIP and/or HOME funds where needed to facilitate replacement/repair of a manufactured home. When HHR funds are combined with SHIP or HOME funds, any loan repayment proceeds will be prorated and deposited into a separate Housing Trust Fund as required.

Sponsor Selection Criteria:

Financial assistance will be available on a case by case basis to individuals, the Long Term Recovery Coalition (LTRC) and other non-profit and Community Based Organizations (CBO) working with income eligible homeowners for payment and/or reimbursement of small (less than \$5,000) construction and construction related expenses.

g. Additional Information: None

E. Name of the Strategy: Building Material Acquisition

a. Summary of the Strategy:

This strategy will be implemented utilizing the assistance of the Long Term Recovery Coalition (LTRC) Community partnership, non-profit housing agencies

and Community Housing Development Organizations. . Direct funding may be provided to the LTRC and other community non profit housing groups to purchase building supplies in coordination with volunteers for repair of homes for income eligible families.

- b. **Fiscal Years covered:** 2005/2006; 2006/2007; 2007/2008
 - c. **Income Categories to be served:** Extremely low, very-low, low and moderate income
 - d. **Maximum award as noted on the Hurricane Housing Goals Chart:** \$5,000.00
 - e. **Terms, Recapture and Default:**
The assistance will be in the form of a grant, with no recapture provision
 - f. **Recipient Selection Criteria:**
Recipients will be approved for assistance on a first come, first qualified, first served basis subject to funding availability and as selected and recommend for assistance by the sponsor.
 - g. **Sponsor Selection Criteria:**
Funding may be awarded to the LTRC, non profit and Community Based Organizations with housing delivery experience, ability to coordinate with volunteers for home repairs, and documented ability to deliver results within specified time frames.
 - h. **Additional Information:** None
- F. Name of the Strategy: Housing Re-entry/ Eviction Prevention**
- a. **Summary of the Strategy:** This strategy will be provide housing re-entry assistance such as security deposits, utility deposits, temporary storage of household furnishings (up to 6 months), relocation assistance for owner and renters households, homeowner and flood insurance assistance, homeowners association payment, and rental assistance (up to six (6) months for extremely low, very-low and low income clients.
 - b. **Fiscal Years Covered:** 2005/2006; 2006/2007; 2007/2008
 - c. **Income Categories to be served:** Extremely low, Very-low and low income
 - d. **Maximum award as noted on the Hurricane Housing Goals Chart:** \$5,000.
 - e. **Terms, Recapture and Default:** The assistance will be in the form of a grant, with no recapture.
 - f. **Recipient Selection Criteria:** Recipients will be selected on a first come, first qualified, first served basis within the income groups and subject to funding availability.

g. **Sponsor Selection Criteria:**

Applications will be accepted while funding is available from the LTRC, non-profit and community based organizations with housing delivery experience and documented ability to deliver results. Funding may be awarded to the LTRC and other non-profit organizations with documented housing delivery experience. Successful non-profit, CBO, LTRC candidate(s) will be selected according to the following criteria:

- Organization's past experience with direct assistance.
- Outreach capability to targeted client group and ability to serve County residents.
- Proof of acceptable verification of client eligibility process

Additional Information: None

III. Extremely Low Income Strategy:

- a. **Summary of Strategy:** Funding will be provided to extremely low income eligible households (incomes not to exceed 30% of the Area Median Income) to purchase newly constructed home or existing homes that have been recently repaired or are currently in need of repair, owner-occupied rehabilitation, rental housing, repair/replacement of pre/post 1994 manufactured homes and housing re-entry assistance. This strategy may be combined with the SHIP and other HHR strategies to provide additional funding to extremely low income households thereby enhancing the funding available to the extremely low income group.
- b. **Fiscal Years Covered:** 2005/2006; 2006/2007; 2007/2008
- c. **Income Categories to be served:** Assistance will be provided to households with incomes not to exceed 30% of the Area Median Income.
- d. **Maximum Award as noted on the Hurricane Housing Goals Chart.** The maximum award will be the maximum amount necessary to repair/rebuild/replace/purchase the home for the household.
- e. **Recapture Provision:**

Assistance not exceeding \$5,000.00 to extremely low income applicants will be in the form of a grant, with no recapture provision. Recapture provision for amounts exceeding \$5,000.00 will be as stipulated for the various strategies where funding is obtained. Additionally, a deed or resale restriction for the term of the mortgage may be recorded in the Public Records of Palm Beach County ensuring resale of assisted units to extremely-low to/moderate income eligible buyer. Other resale restrictions as stipulated in a Community Land Trust and/or Shared Equity Agreements if applicable will be enforced during the applicable restrictive period.

f. **Recipient Selection Criteria:**

Eligible applicants will be approved for assistance on a first-come, first-qualified first served basis within the income group subject to funding availability. In addition to being income eligible, applicants must meet the same selection criteria for recipients under Purchase Assistance Program.

IV. **Community Planning Strategy:**

a. **Summary of Strategy:**

This strategy may be coordinated with the LTRC, non-profit and Community Based Organizations with documented housing delivery experience. Examples of projects which may be funded under this strategy are:

- Housing Re-entry/Eviction Prevention Strategy
- Building Material Acquisition Strategy
- Repair/Replacement of Pre and Post Manufactured Homes
- Extremely Low Income Strategy

b. **Fiscal Years Covered: 2005/2006; 2006/2007; 2007/2008**

c. **Income Categories to be served:** Assistance will be provided to organizations serving households with incomes up to 120% of the Area Median Income.

d. **Maximum award as noted on the Hurricane Housing Goals Chart for each strategy**

e. **Terms, Recapture and Default:** Assistance will be in the form as prescribed for each HHR program strategy funded.

f. **Selection Criteria:** Funds will be awarded to community organizations with documented housing delivery experience and ability to deliver results within specified timeframes.

g. **Additional Information:** None

V. **Administrative Budget:**

a. **Provide a brief administrative summary of expenses:**

The HHR Plan includes administrative cost for Fiscal years 2005/2006; 2006/2007; 2007/2008. The main administrative costs will be salary and benefits. Additional staff members will be hired to administer the programs/strategies funded with HHR funds. Staff responsibilities will include program

administration, monitoring, and reporting as well as fiscal responsibilities. Additionally, salary and benefits may be paid for some non-profit and other housing providers' staff involved in housing delivery.

- b. Based on fiscal projections, the annual estimated administrative costs are as follows:

Fiscal Year	2005/2006
Salaries and Benefits	\$143,808
Office Supplies and Equipment	\$ 6,850
Travel Workshops, etc	\$ 0.00
Advertising	\$ 0.00
Other (define)	\$ 0.00
Total Admin.	\$ 150,658

Fiscal Year	2006/2007
Salaries and Benefits	\$147,095.00
Office Supplies and Equipment	\$ 200.00
Travel Workshops, etc	\$ 0.00
Advertising	\$ 0.00
Other (define)	\$ 0.00
TOTAL ADMIN.	\$147,295.00

Fiscal Year	2007/2008
Salaries and Benefits	\$150,377.00
Office Supplies and Equipment	\$ 200.00
Travel Workshops, etc	\$ 0.00
Advertising	\$ 0.00
Other (define)	\$ 0.00
Total Admin.	\$150,577.00

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

NONE

VII. EXHIBITS:

- A. Timeline for Encumbrance and Expenditure**
- B. Hurricane Housing Goals Chart (HHGC) For Each Fiscal Year Covered**
- C. Certification Page**
- D. Program Information Sheet**
- E. Community Planning Documentation:**
Letters, resolutions detailing the community planning agreement, or interlocal agreement N/A
- F. Adopting Resolution** – original signed, dated, witnessed or attested adopting resolution

TIMETABLE FOR STATE FISCAL YEAR

Name of Local Government: PALM BEACH COUNTY

Program Activities	Months	Fiscal Year												Fiscal Year	Fiscal Year		
		2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019			2020	
Advertise Availability of Funds	X																
Application Period (On-Going)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Start Program Year	X																
Annual Report							X						X				X
Mid-Year Review/Adjustments				X													
End-Year Review/Adjustments							X						X				X
Encumbrance Deadline													X				
Expenditure Deadline																X	
Final Program Review																X	

Directions: Type in the applicable years across the top line.
 List Program Activities down left hand side. Type in an "X"
 on applicable activity line under month and year the activity will be initiated or completed.
 At a minimum the following activities should be included:

- 1) Advertise availability of funds and application period
- 2) Encumbrance of funds (12 months following end of State Fiscal Year)
- 3) Expenditure of funds (24 months following end of State Fiscal Year).
- 4) Submit Annual Report to FHFC (September 15th)

