



**PALM BEACH COUNTY  
DEPARTMENT OF ECONOMIC SUSTAINABILITY  
NOTICE OF FUNDING AVAILABILITY**

Palm Beach County's Department of Economic Sustainability (DES) hereby announces the availability of **\$4,961,065** in State Housing Initiatives Partnership (SHIP) funds through the Robert E. Pinchuck Memorial Affordable Housing Trust Fund for Fiscal Year 2015-2016. Applications will be accepted on the following dates for the specified targeted groups:

- Tuesday, April 5, 2016 from 8:30 AM – 4:00 PM – Elderly, Special needs and persons with Disabilities;
- Wednesday, April 6, 2016 from 8:30 AM – 4:00 PM – Non-profit organizations\*, including Veteran Partners\*; and
- Wednesday, April 13, 2016 from 8:30 AM – 4:00 PM – ALL other interested parties (general public).

\*Non-profit partners are limited to Seven (7) files

Special priority will be given to persons with developmental disabilities, disabled persons, veterans, and the elderly frail above all other eligible income groups. Proof of eligibility is required at time of intake (e.g. DD-214, primary applicant age 62 evidenced by birth certificate and valid State or Federal identification, proof of disability by a government agency or service provider). Applications are funded on a continuous basis (*first qualified, first approved*) and all programs are subject to funding availability. Once all funding has been encumbered for applicants with completed applications, other interested parties will be placed on a waiting list for 120 days.

**SHIP funds will be utilized in the following manner:**

\$1,662,013	<b>Second Mortgages (Purchase Assistance with/without Rehabilitation)</b>
\$1,062,014	<b>Veterans Homeownership and Preservation Program</b>
\$780,866	<b>Housing Rehabilitation (Owner Occupied Rehabilitation)</b>
\$462,013	<b>Developer Rental Assistance</b>
\$250,000	<b>Homeless Prevention (Rapid Rental Re-Housing Assistance)</b>
\$248,053	<b>Project Delivery</b>
\$496,106	<b>Program Administration</b>

**Second Mortgages (Purchase Assistance with/without Rehabilitation)** - Funding will be available to income eligible first-time homebuyers for purchase assistance with or without rehabilitation or new construction. Lender Approval letters required at time of application, must comply with TRID lending regulations.

**Veterans Homeownership and Preservation Program** – Funding will be available to income eligible veterans, active duty military personnel and eligible surviving spouses for home buyer or home repair assistance. Funding is limited to eligible households whose income is eighty percent (80%) or below area median income.

**Housing Rehabilitation (Owner Occupied Rehabilitation)** – Funding will be available to income eligible homeowners to provide necessary health, safety and code repairs. Assisted home must be owners' primary residence.

**Developer Rental Assistance** – Funding to developers and owners of affordable units to preserve and increase affordable housing in PBC. Funds can be used to create or preserve affordable rental housing units. Funding will be awarded based upon a published Request for Funding proposals (RFP) and established scoring criteria.

**Homeless Prevention (Rapid Rental Re-Housing Assistance)** – This strategy will provide assistance to eligible households for rental security and utility deposits. This program is administered through Community Services Department, Human Services Division. Information can be found online at [www.pbcgov.org/communityservices/programs/humanservices](http://www.pbcgov.org/communityservices/programs/humanservices) or by calling North Office 561-845-4644, South Office 561-274-3130 or West Office 561-996-1630. Interested households should call to schedule an appointment.

**Project Delivery** – The BCC recognizes that the amount of funding necessary to administer the funding strategies is insufficient and has set-aside a portion of the 2013-2014 funding, in accordance with 24 CFR 92.206(d), to pay costs related to the assisted household.

**Program Administration** – Administration funds will be deposited in the local housing assistance trust fund to be used to administer and implement the strategies in the local housing assistance plan.

Eligibility for the above described programs is determined by household income, assets and family size. Income Eligibility and funding categories are restricted by the funding source i.e. 30% Very Low Income Households ((0-50% AMI), 30% Low Income Households (51-80% AMI), and the remainder of funding can serve Moderate Income Households (81 – 140% AMI). The dwelling must be the principal residence of the household being assisted. SHIP funding cannot be used to rehabilitate or repair mobile homes and condominiums.

Special Needs – SHIP funding requires 20 percent of its total annual award to assist the special needs population. Special needs is defined in the Florida Statutes: Persons with Special Needs S. 420.0004; Developmental Disabilities, S. 393.063 and Disabling Condition, S. 420.0004(7); Documentation in compliance with HIPAA laws required at time of application.

These restrictions apply to each of the above described programs. If the home is sold, title is transferred or conveyed to an ineligible buyer, or the home ceases to be the primary residence of the applicant during the term of the mortgage, the entire amount of the assistance shall become immediately due and payable. If the tenant vacates the property and all or a portion of the security deposit is refundable, the refund must be returned to Palm Beach County.

Financial assistance will be in the form of a deferred payment loan, secured by a Mortgage and Promissory Note, except where otherwise noted. All program applicants must meet the income requirements, as well as the program criteria. Funding awarded is based upon gap financing not to exceed Local Housing Assistance Plan (LHAP) 2013 – 2016, amended, September 22, 2015, BCC approved guidelines. Visit the website to review the LHAP.

PLEASE NOTE PALM BEACH COUNTY DOES NOT CHARGE ANY FEES TO ANY APPLICANT FOR ANY OF THE AFOREMENTIONED ASSISTANCE PROGRAMS.

Applications are available at the DES office or can be retrieved from the website. For additional information on these and other Mortgage and Housing Investment Programs, please contact us or visit the website:

Palm Beach County  
Department of Economic Sustainability (DES)  
Mortgage and Housing Investments Section  
100 Australian Avenue, 5<sup>th</sup> Floor  
West Palm Beach, FL 33406  
Telephone: (561) 233-3600 or (561) 233-3606 Website: [pbcgov.com/des](http://pbcgov.com/des)

**Advertising and Outreach:** In accordance with Florida Statute 420.9075(4)(b), Palm Beach County is required to give at least 30 days notice before the beginning of the application period. The public is encouraged to make comments during the notification period, send comments to [DESVerify@pbcgov.org](mailto:DESVerify@pbcgov.org).

**IN ACCORDANCE WITH THE PROVISIONS OF THE ADA, THIS AD AND DOCUMENTS LISTED CAN BE REQUESTED IN AN ALTERNATE FORMAT. AUXILIARY AIDS OR SERVICES WILL BE PROVIDED UPON REQUEST WITH AT LEAST THREE DAYS NOTICE. CONTACT MHI AT (561) 233-3600.**

**PUBLISH: February 21st & 24th 2016**