



Osceola County
State Housing Initiatives Partnership Program (SHIP)

MULTI-FAMILY RENTAL REHABILITATION

Summary of the Strategy:

This strategy will provide a deferred loan in the amount of \$300,000 to help with the rehabilitation of a Multi-Family Unit Complex within Osceola County. It is the intent of this strategy to be used in partnership with other funding for the preservation and rehabilitation of decent, safe, sanitary and affordable multifamily housing in Osceola County.

Income Categories to be served:

Income categories of very-low, low-income, and moderate households will be served, with preference being given to properties that provide the highest percentage of units for very-low and low-income households per the Area Median Income limits as published by HUD and distributed by Florida Housing Finance Corporation on an annual basis.

Maximum Award:

The approved project will receive a deferred loan not to exceed \$300,000 towards the cost of rehabilitation of a minimum twenty (20) unit property. The maximum per unit award will be \$15,000.

Terms, Recapture and Default:

1. Assistance will be provided directly to the organization selected in the form of a deferred loan of \$300,000 for the rehabilitation of a multifamily development.
2. The loan will be secured by a second (2) mortgage on the property with a fifteen year compliance period.
3. Full amount of the deferred loan must be encumbered by June 30, 2008, and expended by June 30, 2009. Funds are considered expended when income eligible persons are residing in the units

4. Should the Developer/Owner of the subject property default on the terms of the agreement, or fail to meet SHIP program requirements, the Developer/Owner will be required to repay Osceola County the full amount of the loan.
5. If at any time during the lien period, the property is sold or transferred by the Owner/Developer, or used for another purpose, one hundred percent (100%) of the loan will be recaptured, unless the property is sold or transferred to an eligible organization approved by the County.

Additional Information:

1. Human Services will verify the incomes of selected residents on initial occupancy.
2. Plans and specifications for construction must be on file at the Osceola County Human Services office.
3. Human Services will be responsible for reviewing applications, assuring compliance with local and state regulations and making recommendations to the Board of County Commissioners for their approval.
4. The recipient of the funds will be required to keep the property in decent, safe and sanitary condition as defined by HUD through the compliance period. Property insurance will also be required during the compliance period with Osceola County Human Services listed as an additional insured.
5. Failure to abide by any rules, regulations, and stipulations of this program will be deemed to indicate that the project is in default and we may invoke recapture provisions.
6. SHIP assisted rental housing offered for sale prior to the end of the fifteen (15) year affordability period, or that have remaining mortgages funded under this program, must give a first right of refusal to eligible non-profit organizations for purchase at the current market value for continued occupancy by eligible residents as per F.S. 420.9075(4)(f).
7. Recipients of this strategy must comply with the affordability and resale provisions of Chapter 67-37.007(10) and (12), F.A.C. and the rental monitoring provisions of Chapter 67-37.015(3), F.A. C.
8. The property must be clear of any additional liens other than a required mortgage. Osceola County will take no lower than a second mortgage on any property assisted with SHIP funds.

Selection Criteria:

1. Completed Application (see pg. 3)
2. The recipient of the funds for this strategy will be selected competitively based upon submission of a proposal. Applicants must submit plans, specifications, city and/or county approvals, cost estimates of the construction and a time frame for completion.
3. The SHIP funds that will be loaned for this use must be for the direct benefit of very-low, low, and moderate income persons and families who will reside in this facility. This

component will be monitored by the Osceola County Human Services staff for the term of the program.

4. The selection criteria established under this program for the recipients of housing services must be presented to the Osceola County SHIP staff by the Owner/Developer selected prior to being implemented so that staff can insure that they meet program guidelines.
5. If a waiting list is created for this housing, then very-low and low-income persons must be selected first from this list during the fifteen (15) year compliance period.
6. Developers/Owners must annually monitor tenant eligibility for at least fifteen (15) years
7. Applicants wishing to receive assistance will be evaluated competitively by the Human Services Review Committee on the following criteria:
 - Financial strength of the applicant
 - Ability of the developer to complete the development within an established time frame
 - Capacity
 - Affordability of the units
 - Neighborhood and zoning compatibility of the development
 - Number of units produced using SHIP dollars
 - Leveraging of SHIP funds with other sources
 - Demonstration of accessibility to community resources and supplemental services
8. An original and five (5) copies of the Application Packet and all attachments should be submitted to:

Danicka Ransom
Senior Housing Specialist
108 Park Place Blvd.
Kissimmee, FL 34741
dran@osceola.org
9. Application packets will be reviewed and a determination letter sent within 60 days of receipt of application.

Additional Selection Criteria

1. SHIP funds will be used as part of the local contribution when participating in programs to repair/rehabilitate multifamily housing. Applications will be scored and a selection made on the following criteria.
 - a. Criteria listed above in the recipient Selection Criteria

- b. All applications must include all required documentation at the time of submittal in order to be considered for funding.
- c. The applicant must provide a list and plans as approved by an architectural firm for all the buildings and units to be created under this housing initiative and the incomes of those people being served under the SHIP program.
- d. Budget of the cost of the development and the time line for completion
- e. The ability of the Developer/Owner to complete the construction or rehabilitation within the time frame established under this loan.
- f. The extent to which the construction of these units has on the effect of the preservation of decent, safe, sanitary affordable housing in Osceola County.
- g. The Owner/Developer must monitor the income of the SHIP clients and provide this data to Osceola County Human Services.
- h. The property to be developed must be free and clear of any existing liens.
- i. List of references for the developer and similar projects completed.
- j. Complete list of complex units and household income levels if applicable
- k. Detailed list of repairs by unit
- l. Applications that demonstrate the capacity for property management, and provide or have contracted to provide appropriate supportive services to residents of their housing project may be given preference over those who have not.
- m. Applications that demonstrate that the Developer/Owner employs personnel from the Welfare Transition Workforce Program may be given preference over those who do not.