



APPLICATION LAUNCH DATE

Monday, September 20, 2021 at 8:00am and end on Monday, October 4, 2021

State Housing Initiative Partnerships (SHIP) Purchase Assistance Program

ALLOCATION: \$1,500,000

MAXIMUM AWARD: \$100,000

MAXIMUM PURCHASE PRICE: \$331,888

PURCHASE ASSISTANCE SUMMARY: Funding will be available to SHIP and HOME Match income eligible first-time homebuyers for purchase assistance with or without rehabilitation or new construction. SHIP funds will be awarded to assist with gap financing, lot acquisition; down payment; rehabilitation of the unit to be purchased; and closing costs. **NOTE:** Prospective homebuyers must qualify as a First Time Homebuyer under the HUD definition: *An individual who has no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This provision is limited to a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned 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*

HOUSEHOLD SIZE AND INCOME CATEGORIES TO BE SERVED:

Number of Persons in Household	Extremely Low Income (30%)	Very Low Income (50%)	Low Income (80%)	Moderate Income (140%)
1	\$18,000	\$30,000	\$47,950	\$84,000
2	\$20,600	\$34,250	\$54,800	\$95,900
3	\$23,150	\$38,550	\$61,650	\$107,940
4	\$26,500	\$42,800	\$68,500	\$119,840
5	\$31,040	\$46,250	\$74,000	\$129,500
6	\$35,580	\$49,650	\$79,500	\$139,020
7	\$40,120	\$53,100	\$84,950	\$148,680
8	\$44,660	\$56,500	\$90,450	\$158,200

APPLICANT SELECTION CRITERIA: One hundred (100) applications will be available online by visiting the website at pbcgov.org/HED beginning **September 20, 2021**. Applications will be accepted on a first submitted, first qualified, first served basis, subject to funding availability.

REQUIRED DOCUMENTS: At the time of application submittal, the following documents must be provided for the applicant, co-applicant and **ALL** adult household members:

- Copy of valid Drivers' License or State Identification for **ALL** Adult Household Members
- Copy of Birth Certificates or valid U.S. Passport or Naturalization Certificate for ALL household members (for all Non-U.S. Citizen household members provide a copy of a valid Permanent Resident Card).
- Copy of most recent paycheck stub for **ALL** working adult household members **(OR)** a current completed Verification of Employment (VOE) completed within 30 days of submission of application
- Completed YTD Profit and Loss Statement for **ALL** adult household members (if self-employed or current 1099 Income earner)
- If an adult student is employed – copy of class schedule on school's letterhead
- Copy of most recent Social Security, Retirement and/or Disability Award Letter for **ALL** adult household members
- Wage Earner Statement from Social Security Administration for **ALL unemployed** adult household members
- Court ordered child support documentation/ALL appropriate legal documentation for adoption, divorce, battered spouse & restraining order
- Copy of most recent six months bank statements **(OR)** a current Completed Verification of Deposit (VOD) for ALL accounts for ALL adult household members
- Most recent two (2) years of tax returns (signed and dated) and W2s.
- If self-employed, provide copy of a current 1099 and three (3) years of most recent tax returns
- Copy of Homebuyer Certificate from a HUD Certified Counseling Agency or Neighborworks America
- Completed Homebuyer Education Certification of Completion by a HUD Certified Counseling Agency or Neighborworks America
- Completed Non-Profit Developer's Fee Schedule
- Copy of Pre-Approval/Pre-Qualification Letter from First Mortgage Lender

ADDITIONAL INFORMATION:

- Applicant must secure a first mortgage approval from a lender.
- Applicant is required to attend a Mandatory Orientation hosted by HED.
- Applicant may not currently own or have liquid assets exceeding \$200,000 in liquid assets.
- Funds will be awarded as a 0% interest deferred payment loan secured by a recorded mortgage and note for 30years. The loan is forgiven at the end of the 30-year term

Telephone: (561) 233-3606/(561)233-3693/(561)233-3600 or **Email:** HEDverify@pbcgov.org



APPLICATION LAUNCH DATE

Monday, September 20, 2021 at 8:00am and end on Monday, October 4, 2021

State Housing Initiative Partnerships (SHIP) **Owner-Occupied Housing Rehabilitation Program**

ALLOCATION: \$1,125,000

MAXIMUM AWARD: \$75,000

PROPERTY'S ASSESSED VALUE CANNOT EXCEED \$331,888

OWNER OCCUPIED HOUSING REHABILITATION SUMMARY: This funding allocation will ONLY assist income-eligible owner occupied (structure of one - two dwelling units) residents **age 62 and older and/or veterans** with:

- **Rehabilitation:** Assist with substantial rehabilitation to correct code violations or incipient items that will become a code violation, eliminate housing conditions, which threaten the life, health or safety of occupants, connect residents to public utilities, and adapt residences to meet accessibility.
- **Utility Connection:** Funding will assist with:
 - a. Sewer and water connection system fees required by local water utilities; and
 - b. Costs to install service lines from the meter to the primary residence.

HOUSEHOLD SIZE AND INCOME CATEGORIES TO BE SERVED:

Number of Persons in Household	Extremely Low Income (30%)	Very Low Income (50%)	Low Income (80%)	Moderate Income (140%)
1	\$18,000	\$30,000	\$47,950	\$84,000
2	\$20,600	\$34,250	\$54,800	\$95,900
3	\$23,150	\$38,550	\$61,650	\$107,940
4	\$26,500	\$42,800	\$68,500	\$119,840
5	\$31,040	\$46,250	\$74,000	\$129,500
6	\$35,580	\$49,650	\$79,500	\$139,020
7	\$40,120	\$53,100	\$84,950	\$148,680
8	\$44,660	\$56,500	\$90,450	\$158,200

APPLICANT SELECTION CRITERIA: Fifty (50) applications will be available online by visiting the website at pbcgov.org/HED beginning **September 20, 2021**. Applications will be accepted on a first submitted, first qualified, first served basis, subject to funding availability.

REQUIRED DOCUMENTS: At the time of application submittal, the following documents must be provided for the applicant, co-applicant and **ALL** adult household members:

- ✚ Copy of valid Drivers' License or State Identification for **ALL** Adult household members
- ✚ Copy of Birth Certificates or valid U.S. Passport or Naturalization Certificate for ALL household members (for all Non-U.S. Citizen household members provide a copy of a valid Permanent Resident Card).
- ✚ Copy of most recent paycheck stub for **ALL** working adult household members **(OR)** a current completed Verification of Employment (VOE) completed within 30 days of submission of application
- ✚ Completed YTD Profit and Loss Statement for **ALL** adult household members (if self-employed or current 1099 Income earner)
- ✚ If an adult student is employed – copy of class schedule on school's letterhead
- ✚ Copy of most recent Social Security, Retirement and/or Disability Award Letter for **ALL** adult household members
- ✚ Wage Earner Statement from Social Security Administration for **ALL unemployed** adult household members
- ✚ Court ordered child support documentation/ALL appropriate legal documentation for adoption, divorce, battered spouse & restraining order
- ✚ Copy of most recent six (6) months bank statements **(OR)** a current Completed Verification of Deposit (VOD) for ALL accounts for ALL adult household members
- ✚ Most recent two (2) years of tax returns (signed and dated) and W2s.
- ✚ If self-employed, provide copy of a current 1099 and three (3) years of most recent tax returns
- ✚ Copies of ALL mortgages and warranty deeds
- ✚ Copy of most recent mortgage statement
- ✚ Copy of Homeowners Insurance (Declaration age only)

ADDITIONAL INFORMATION:

- Applicant is required to attend a Mandatory Orientation hosted by HED.
- Mortgage payments, insurance and taxes must be current/paid to date. **NOTE:** This program may pay one (1) year insurance premium in the event that the eligible homeowner does not have homeowners insurance.
- Applicant may not currently own or have liquid assets exceeding \$200,000 in liquid assets (excluding their primary residence).
- Funds will be awarded as a 0% interest deferred payment loan secured by a recorded mortgage and note for 15 years. The loan is forgiven at the end of the 15-year term

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APPLICATION LAUNCH DATE

Monday, September 20, 2021 at 8:00am – Until Funding Is Expended

State Housing Initiative Partnerships (SHIP) Foreclosure Prevention Program

ALLOCATION: \$161,105

MAXIMUM AWARD: \$20,000

PROPERTY'S ASSESSED VALUE CANNOT EXCEED \$331,888

FORECLOSURE PREVENTION SUMMARY: Funding will be assist with delinquent mortgage payments (PITI), property taxes, and homeowners insurance. Additionally, funding may assist with late fees, attorney's fees, homeowners' association payments, special assessments, other foreclosure associated costs, and mortgage delinquency and default resolution counseling.

HOUSEHOLD SIZE AND INCOME CATEGORIES TO BE SERVED:

Number of Persons in Household	Extremely Low Income (30%)	Very Low Income (50%)	Low Income (80%)	Moderate Income (140%)
1	\$18,000	\$30,000	\$47,950	\$84,000
2	\$20,600	\$34,250	\$54,800	\$95,900
3	\$23,150	\$38,550	\$61,650	\$107,940
4	\$26,500	\$42,800	\$68,500	\$119,840
5	\$31,040	\$46,250	\$74,000	\$129,500
6	\$35,580	\$49,650	\$79,500	\$139,020
7	\$40,120	\$53,100	\$84,950	\$148,680
8	\$44,660	\$56,500	\$90,450	\$158,200

APPLICANT SELECTION CRITERIA: **Thirty-five (35) applications** will be available online by visiting the website at pbcgov.org/HED beginning **September 20, 2021**. Applications will be accepted on a first submitted, first qualified, first served basis, subject to funding availability.

REQUIRED DOCUMENTS: At the time of application submittal, the following documents must be provided for the applicant, co-applicant and **ALL** adult household members:

- Copy of valid Drivers' License or State Identification for **ALL** Adult household members
- Copy of Birth Certificates or valid U.S. Passport or Naturalization Certificate for ALL household members (for all Non-U.S. Citizen household members provide a copy of a valid Permanent Resident Card).
- Copy of most recent paycheck stub for **ALL** working adult household members **(OR)** a current completed Verification of Employment (VOE) completed within 30 days of submission of application
- Completed YTD Profit and Loss Statement for **ALL** adult household members (if self-employed or current 1099 Income earner)
- If an adult student is employed – copy of class schedule on school's letterhead
- Copy of most recent Social Security, Retirement and/or Disability Award Letter for **ALL** adult household members
- Wage Earner Statement from Social Security Administration for **ALL unemployed** adult household members
- Court ordered child support documentation/ALL appropriate legal documentation for adoption, divorce, battered spouse & restraining order
- Copy of most recent six (6) months bank statements **(OR)** a current Completed Verification of Deposit (VOD) for ALL accounts for ALL adult household members
- Most recent two (2) years of tax returns (signed and dated) and W2s.
- If self-employed, provide copy of a current 1099 and three (3) years of most recent tax returns
- Copies of ALL mortgages and warranty deeds
- Copy of most recent mortgage statement
- Copy of Homeowners Insurance (Declaration age only)
- Copy of Foreclosure Demand Letter or notification from lender stating their intent to foreclose
- Provide evidence of a hardship that caused the arrearage

ADDITIONAL INFORMATION:

- Participants can only receive assistance once through this program
- Once income certified, applicant will be required to receive foreclosure counseling from a HUD approved agency or NeighborWorks approved agency on the housing partners preferred list.
- Applicant may not currently own or have liquid assets exceeding \$200,000 in liquid assets (excluding their primary residence).
- Funds will be awarded as a 0% interest deferred payment loan secured by a recorded mortgage and note for 5 years. The loan is forgiven at the end of the 5-year term

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