

**FISCAL YEAR 2023-2024
 NOTICE OF FUNDING AVAILABILITY
 HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS LOCAL HOUSING ASSISTANCE TRUST FUND
 State Housing Initiatives Partnership (SHIP) Program**

This serves as official notice that the Highlands County Board of County Commissioners will be seeking completed applications and letters of interest in response to this notice from eligible agencies, for the implementation of the housing strategies proposed in the County’s Local Housing Assistance Program for the State fiscal year 2023-2024.

Funding is available for sub-recipients for the following strategies: Purchase Assistance with and without Rehabilitation, Owner-Occupied Rehabilitation, and Emergency Home Repair with 5% allowable administrative costs for each strategy allocation. Funding is available for sponsors for Construction and Redevelopment/Home Ownership and Rental Development.

| PROGRAM YEAR | TYPE | ALLOCATION |
|--------------|------------|----------------|
| 2023-2024 | Allocation | \$1,210,906.00 |

FUNDING AVAILABLE TO AGENCIES THROUGH THE APPLICATION PROCESS IS AS FOLLOWS:

| | FISCAL YEAR | FUNDING AVAILABLE | CLIENT ELIGIBILITY | MAXIMUM VALUE |
|---|-------------|-------------------|--------------------|---------------|
| Purchase Assistance with and without Rehabilitation (sub-recipient) | 2023-2024 | \$225,000 | <120% AMI | \$40,000 |
| Owner-Occupied Rehabilitation (sub-recipient) | 2023-2024 | \$184,815.40 | <80% AMI | \$100,000 |
| Emergency Repair (sub-recipient) | 2023-2024 | \$30,000 | <80% AMI | \$30,000 |
| Construction and Redevelopment/Home Ownership (sponsor) | 2023-2024 | \$300,000 | <120% AMI | \$100,000 |
| Rental Development (sponsor) | 2023-2024 | \$150,000 | <120% AMI | \$150,000 |

Non-profit agencies wishing to participate in the SHIP program for the purposes of providing affordable housing in Highlands County, may request information regarding the process from the Department of Community Programs, Housing Division through Kim Wean, Housing Program Manager. Information may be requested by phone at (863) 402-6648 or via e-mail at SHIP@highlandsfl.gov or in person at 618 S. Commerce Avenue, Sebring, Florida 33870.

Sub-recipient agencies must meet the following requirements:

- Be a non-profit, community-based, having obtained official designation as a 501(c)(3) and in operation for more than 12 months preferred whose primary purpose is the provision of affordable housing.
- Provide financial history of organization (to include 990s from last 3 years).
- Must be able to operate the program from an office site located to be convenient for Highlands County residents.
- Capacity and capability to administer the program.
- Have recapture provisions.
- Other restrictions apply. Please refer to the application for further information regarding sub-recipient requirements.

Sponsor agencies must meet the following requirements:

- Preference will be agencies that are non-profit, community-based, having obtained official designation as a 501(c)(3) and in operation for more than 12 months preferred.
- Provide financial history of organization (to include 990s from last 3 years).
- Proof of developer experience in constructing and/or rehabilitating affordable homes to income-qualified homebuyers.
- Capacity and capability to carry out projects in a timely manner (to secure a Certificate of Occupancy within 18 months).
- Ability to obtain necessary financing through lenders or ability to generate donations and/or grant funding.
- Have recapture provisions.
- Other restrictions apply. Please refer to the application for further information regarding eligible projects and additional sponsor eligibility.

There will be a two-week application period that will run from March 16, 2026 – March 30, 2026 at 3:30 PM.

 Current income limits for Highlands County can be found at <https://bit.ly/IncomeCalcSheet>

All federal, state, and local fair housing acts and anti-discrimination laws shall be enforced. Discrimination based on race, creed, religion, color, age, sex, marital status, familial status, national origin, or disability in the award or application process is strictly prohibited.