

1. NSP3 Grantee Information

NSP3 Program Administrator Contact Information	
Name (Last, First)	<i>Santana, Elvis</i>
Email Address	<i>esantana@seminolecountyfl.gov</i>
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2. Areas of Greatest Need

Map Submission

The map generated at the HUD NSP3 Mapping Tool for Preparing Action Plan website is included as an attachment.

Data Sources Used to Determine Areas of Greatest Need

Describe the data sources used to determine the areas of greatest need.
<p>Response:</p> <p>The HUD Foreclosure Need website (http://www.huduser.org/portal/datasets/NSP.html) was used to download the datasets related to Seminole County. Since the City of Sanford is its own CDBG entitlement community, the city's information was removed from the dataset. The dataset provided HUD estimates of foreclosure need and foreclosure related needs scores at the Census Tract level. The scores range from 1 to 20. The dataset also included for each block group, along with other information, the estimated number of housing units, estimated number of vacant houses, the number of total mortgages and high cost mortgages issued during the housing bubble build-up, a serious delinquent mortgage rate, the estimated number of foreclosures started and completed during the July 2009 to June 2010 timeframe, and the estimated number of properties needed to make an impact within the census tract.</p>

Determination of Areas of Greatest Need and Applicable Tiers

Describe how the areas of greatest need were established and whether a tiered approach is being utilized to determine the distribution of funding.
<p>In order to identify the geographic areas both with the greatest need and with the highest potential for impact within the county, HUD foreclosure and vacancy related data was obtained and broken down by city and neighborhood. Neighborhoods (Census Tract subsets) with high calculated HUD NSP3 Foreclosure Need Scores were identified. Areas with a HUD NSP3 Foreclosure Need Score of 17 to 20 were reviewed by Community Development Division staff in order to gauge the composition and conditions of the homes in the areas, and MLS listings were used to identify the amount of housing units for sale with a focus on REO properties. The MyFloridahomesMLS.com web-site was also used to determine an approximate number and price of homes for sale.</p> <p>To continue to provide impact to Seminole County and respond to the increased activity in the real estate market, additional vicinities have been identified to meet the estimated acquisition goals stated herein.</p> <p>Based on the previously approved Action Plan, CD Staff utilized criteria to identify additional vicinities for resale which gave considerable consideration to areas with greater marketability and demand to increase the chance of success during resale of the units. Staff also considered areas that may not be typically accessible by families eligible to participate in NSP3. Several factors were used which included the number of housing units available for acquisition, access to public facilities and transportation,</p>

proximity to schools and their associated rankings, age of homes in the area, crime statistics, and input from citizens on the NSP waiting list and during NSP seminars held in the community.

As the program has progressed, the previously approved areas of greatest need are experiencing rising sales values due to the reduction in the amount of foreclosed, short sale, and vacant inventory. Staff has determined the need to add additional neighborhoods to provide the same improvement across a wider area.

After allowing for Planning and Administrative activity funding, a little under \$3.6 million will be available for NSP3 target area projects or approximately \$150,000 per completed unit. Based on the County's estimates, an average of \$150,000 is a sufficient amount to acquire, rehabilitate, and resell/rent each of the units. The County is estimating that it will be able to acquire, rehabilitate, and redevelop between 25 and 30 units with the \$3,595,661 NSP3 Grant. Through the research highlighted above, Seminole County will designate the following as NSP3 target areas:

Current Approved Areas

- **The Sterling Meadows vicinity area (21100).**
- **The Alafaya Woods vicinity area (21311, 21309).**
- **The Deer Run area (22106, 22105, 22104)**
- **Winter Springs vicinity (21401, 21404)**
- **Sanlando vicinity (21608, 21901)**

Additional Target Areas (Resale)

- **Sunland Estates vicinity area (21705)**
- **West Altamonte vicinity area (20903)**

The target areas selected were added to the original target areas to combat market conditions which decreased the amount of units available for acquisition. These include increasing sales prices, banks unwillingness to accept conditions of the purchase contracts and NSP requirements, as well as being outbid when placing offers on properties. In addition, these target areas contain REO properties which have shorter acquisition times. The additional locations continue to be in desirable areas and contain typically larger housing units at varying price points that can be sold to low, moderate, and middle income households. This will allow LMMI households to afford and reside in an area that may otherwise be inaccessible due to housing prices.

Previously approved NSP1 areas of greatest need/target areas are being added to provide spending flexibility to draw the remaining funds in compliance with NSP regulatory requirements and HUD closeout procedures.

Additional target areas:

- Sanford Area (NSP1 Maps 4 through 8, and 17) excluding Census tract 20401
- Longwood-Winter Springs-Casselberry Area (NSP1 Maps 9 through 12, and 19)
- Altamonte Area (NSP1 Maps 13 through 15, and 20)
- Winter Park Area (NSP1 Map 16)
- Oviedo (NSP1 Map 18)

The City of Sanford received an NSP3 Allocation from HUD. Therefore, census tract 20401 is excluded from the Sanford Area areas of greatest need (AGN).

3. Definitions and Descriptions

Definitions

Term	Definition
Blighted Structure	A “blighted structure” is one which exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety, and/or public welfare.
Affordable Rents	Units will be set-aside for low income, moderate income, and middle income households. Rents for all income eligible households will be set at 30% of the household income as determined by a Part 5 income certification.
Vicinity Hiring	To the maximum extent feasible, developers, contractors, and/or subrecipients used to implement the NSP3 activities will be located within the three selected target areas. In addition, to the maximum extent feasible, developers, contractors, and/or subrecipients will hire employees and small businesses located in the selected target area.

Descriptions

Term	Definition
Long-Term Affordability	<p>Seminole County will utilize Recapture as the affordability mechanism for all NSP assisted purchases. Units with homebuyer assistance of \$40,000 or less will be required to adhere to the Affordability Period for 10 years at which time the applicable deferred Note and Mortgage at a zero percent interest will be forgiven. For homebuyers that receive assistance of \$40,001 and higher will be required to adhere to the Affordability Period for 20 years at which time the applicable deferred Note and Mortgage will be forgiven at a zero percent interest.</p> <p>Homebuyers who receive first mortgage financing from Habitat for Humanity, will be required to adhere to the Affordability Period for 20 years as assistance will always exceed \$40,001. Habitat may originate forgivable second mortgage assistance on an as needed basis, consistent with the terms of Seminole County’s forgivable second mortgage loan available to non-Habitat purchasers.</p> <p>For rental properties, a Note and Mortgage at a zero percent interest will be executed for an amount equal to the total development costs, as well as Restrictive Use Covenants imposed to ensure that all renters of NSP rental housing will be Low, Moderate, or Middle Income upon initial occupancy for a period of 20 years, including certain units set aside only for Low Income tenants.</p> <p>In all of the above, half way through the affordability period, 50% of the Note and Mortgage will be forgiven.</p>
Housing Rehabilitation Standards	<p>The County’s NSP Housing Rehabilitation Standards will be used (available online at http://www.seminolecountyfl.gov/comsrvs/NSP3/NSPDocuments_Reports.aspx). All gut rehabilitation and new construction will meet the standard for Energy Star Qualified New Homes and the American Society of Heating, Refrigerating, and Air-Conditioning Engineers Standard 90.1-2004, Appendix G plus 20%. All</p>

	other rehabilitation will meet these standards to the extent applicable to the rehabilitation work undertaken, e.g. replace older obsolete products and appliances with Energy Star-46 labeled products. Water efficient toilets, showers, and faucets, such as those with the WaterSense label, will be installed when replaced. Where applicable, housing units will be improved to mitigate the impact of disasters (e.g., earthquake, hurricane, flooding, fires).
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4. Low-Income Targeting

Low-Income Set-Aside Amount

Enter the low-income set-aside percentage in the first field. The field for total funds set aside will populate based on the percentage entered in the first field and the total NSP3 grant.

Identify the estimated amount of funds appropriated or otherwise made available under the NSP3 to be used to provide housing for individuals or families whose incomes do not exceed 50 percent of area median income.
Response: Total low income set-aside percentage (must be no less than 25 percent): 27.5% of total grant Total funds set aside for low income individuals = \$1,100,000

Meeting Low-Income Target

Provide a summary that describes the manner in which the low-income targeting goals will be met.

Response:
The following tables identify the estimated amount of NSP funds to be used to purchase and redevelop vacant, abandoned or foreclosed upon homes or residential properties for housing individuals or families whose incomes do not exceed 50% of the area median income:

Activity	Low Income Households Targeted	% Low Income Served
Purchase, Rehabilitate, and Resale or Resale under a Lease-Purchase Agreement, and Financing Mechanisms	7	28% of 25 units planned

The following table depicts the amount of funds estimated to be spent to assist low income households:

Activity	Funding for Low Income Households	% Spent on Low Income
Purchase, Rehabilitate, and Resale or Resale under a Lease-Purchase Agreement	\$1,100,000	30.6% of \$3,595,661 budget

The following table depicts the number of NSP affordable housing units expected to be made available to LMMI households, by activity and income level:

Activity	Low Income	Moderate Income	Middle Income

Purchase, Rehabilitate, and Resale or Resale under a Lease-Purchase Agreement	7	9	9
Total	7	9	9

5. Acquisition and Relocation

Demolition or Conversion of LMI Units

Does the grantee intend to demolish or convert any low- and moderate-income dwelling units (i.e., ≤ 80% of area median income)?	No
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If yes, fill in the table below.

Question	Number of Units
The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities.	0
The number of NSP affordable housing units made available to low-, moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP activity providing such housing (including a proposed time schedule for commencement and completion).	0
The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income.	0

No displacement of households will take place. Only vacant and/or abandoned units will be acquired for use in NSP3.

6. Public Comment

Citizen Participation Plan

Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment or abbreviated plan.
Response: This plan was posted on Seminole County's website on March 5, 2013 for 15-days. The posting requested comments and suggestions from citizens regarding this substantial amendment.

Summary of Public Comments Received.

Awaiting public comments and suggestions.

7. NSP Information by Activity

Enter each activity name and fill in the corresponding information. If you have fewer than seven activities, please delete any extra activity fields. (For example, if you have three activities, you should delete the tables labeled “Activity Number 4,” “Activity Number 5,” “Activity Number 6,” and “Activity Number 7.” If you are unsure how to delete a table, see the instructions [above](#).)

The field labeled “Total Budget for Activity” will populate based on the figures entered in the fields above it.

Activity Number 1	
Activity Name	Purchase, Rehabilitate, and Resale or Resale under a Lease-Purchase Agreement or Resale for Long-Term Rental
Uses	Select all that apply: <input checked="" type="checkbox"/> Eligible Use A: Financing Mechanisms <input checked="" type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation <input type="checkbox"/> Eligible Use C: Land Banking <input type="checkbox"/> Eligible Use D: Demolition <input type="checkbox"/> Eligible Use E: Redevelopment
CDBG Activity or Activities	24 CFR 570.201 (a)—Acquisition. 24 CFR 570.201 (b)—Disposition 24 CFR 570.201 (n)—Direct Homeownership Assistance, as modified by NSP eligible uses. 24 CFR 570.202—Rehabilitation.
National Objective	Low/Mod/Middle Income Housing.
Activity Description	<p>Acquisition In this activity, housing units will be acquired for the benefit of LMMH homebuyers under the traditional purchase method, under the acquisition and rehabilitation method, under a lease-purchase agreement, or as long term rentals serving LMMH households.</p> <p>The traditional purchase method will be utilized when low, moderate, and middle income households are assisted to obtain homeownership. The units selected must not require rehabilitation as determined by a State certified home inspector’s report. The housing units will be purchased for LMMH homebuyers at a price which is affordable to the homebuyer.</p> <p>The acquisition and rehabilitation method will be utilized when eligible income households select a unit that requires rehabilitation as determined by a State certified home inspector’s report. The homebuyer will be partnered with a County approved agency that will be selected as explained below. The rehabilitation will take place prior to resale, or within 90-days of acquisition with approval. Any rebates realized from any rehabilitation or improvements will be deducted from the rehabilitation costs. Following rehabilitation, all housing units must meet or exceed all local building codes. It may be that some foreclosed housing units will be purchased prior to identifying a homebuyer. In this case, County staff will work with the agency to select housing units that, when rehabilitated, are more likely to sell or rent quickly.</p> <p>The lease-purchase agreement method will be utilized when; low, moderate, and middle income households are assisted to obtain homeownership when</p>

the household's credit score is at least 90% of the credit score required by the mortgage lender. Until such time as the applicant is ready to assume ownership of the property, the monthly lease cost of each unit will be that amount which the applicant would pay each month in principal, interest, taxes, and insurance had the applicant purchased the home at the time of the lease-purchase agreement, based on their income (i.e., affordable to the household). The lease-purchase agreement portion of this activity will be targeted at those households whose credit score is at least 90% of the credit score required by the mortgage lender and who, in the mortgage lender's professional opinion and with adequate homeownership counseling, will be able to qualify for first mortgage financing within 18 months. Housing units not purchased within 36 months of acquisition will be converted to long-term rental units under this activity, and may be donated to approved non-profit organizations.

The long term rental method will be utilized with the following approaches; properties purchased through the acquisition and rehabilitation method which are not sold to a qualified LMMH household within 90-days of rehabilitation completion, housing units not purchased within 36 months of acquisition under the lease-purchase method, and properties acquired which may be better suited for rental use due to configuration, size, and similar criteria. These properties will be donated to a County approved non-profit organization which will provide property management services and remit excess income from each unit to the County as Program Income during the twenty year affordability period as discussed under the Long Term Affordability section.

Rehabilitation

In order to better coordinate the activities, a Request for Proposals (RFP) covering each of the target areas was issued in February, 2012. Proposals were accepted and reviewed by appropriate County staff. Two Developers were awarded to acquire, rehabilitate, and resell housing units for the NSP3 program.

Seminole County also contracted with Habitat for Humanity in Seminole County and Greater Apopka, FL, Inc., apart from the RFP process. This will allow Habitat to purchase, rehabilitate, and resell eligible housing units for eligible homebuyers, without having to compete with other nonprofit and for-profit agencies.

To the maximum extent feasible, developers, contractors, and subcontractors used to implement the NSP3 activities will be located within the selected target areas. In addition, to the maximum extent feasible, developers, contractors, and/or subrecipients will hire employees and small businesses located in the selected target areas.

Each respective agency will work with County approved prospective homebuyers to locate appropriate housing units from the NSP Target Areas. The rehabilitation will take place prior to resale, or within 90-days of acquisition with approval. Should a prospective homebuyer select a home that does not require rehabilitation per the inspection, the homebuyer will not be required to work with an awarded agency. All selected units must be County approved

	<p>and meet the NSP requirements before the agency or prospective homebuyer purchases the unit.</p> <p>Sales</p> <p>All housing units acquired and rehabilitated through this program will be provided to households at or below 120% of the AMI. To enable affordability, financial assistance may be provided to the homeowner. The funding may reduce interest rates, mortgage principal amounts, provide a second mortgage as a deferred payment 0% interest loan, and/or pay the purchaser’s reasonable closing costs. Homebuyer counseling will be required before the sale to the homebuyer. All parties on the deed will be required to have a minimum of 8 hours of homebuyer counseling from a HUD-approved housing counseling agency prior to obtaining a mortgage loan. All loans must be at a fixed rate not to exceed a term of forty (40) years.</p> <p>The price of the home after rehabilitation will be the lower of the appraised value or total development costs. When the homebuyer receives financing from the County in the form of a second mortgage, there will be a required affordability period of twenty years. During the affordability period, \$40,000 of each 0% deferred payment loan, or the entire loan amount if it is less than or equal to \$40,000, will be forgiven at the end of ten years. The Note and Mortgage will ensure that, if the home is sold during the affordability period, the total amount of assistance will be recaptured at the sale. If a property is unable to be sold, it may be converted to rental unit. A twenty-year Restrictive Use Covenant will be imposed on each converted rental unit to guarantee long term affordability and continued occupancy by income eligible households.</p> <p>For homebuyers that are partners with Habitat for Humanity, no financing from the County in the form of a second mortgage will be provided; however, Habitat for Humanity will be required to provide a zero interest mortgage that is affordable to the homeowner and may offer a soft second mortgage on an as needed basis. These mortgages will include an affordability period of twenty-years based upon recapture.</p> <p>All program income generated by resale or rental will be used to continue approved NSP3 activities until funds are depleted. All units will be purchased at least 1% below the current market appraised value.</p> <p>No displacement of households will take place. Only vacant, foreclosed, and/or abandoned units will be acquired for use in NSP3.</p>
<p>Location Description</p>	<ul style="list-style-type: none"> • <u>The Sterling Meadows vicinity area (21100)</u> • <u>The Alafaya Woods vicinity area (21311, 21309)</u> • <u>The Deer Run area (22106, 22105, 22104)</u>

	<ul style="list-style-type: none"> • <u>Winter Springs vicinity (21401, 21404)</u> • <u>Sanlando vicinity (21608, 21901)</u> • <u>Sunland Estates vicinity area (21705)</u> • <u>West Altamonte vicinity area (20903)</u> • <u>Altamonte Area (NSP1 Maps 13 through 15, and 20)</u> • <u>Winter Park Area (NSP1 Map 16)</u> • <u>Oviedo (NSP1 Map 18)</u> • <u>Sanford Area (NSP1 Maps 4 through 8, and 17) excluding Census tract 20401</u> • <u>Longwood-Winter Springs-Casselberry Area (NSP1 Maps 9 through 12, and 19)</u> 	
Budget	Source of Funding	Dollar Amount
	NSP3	\$3,395,661 2,995,661
	(Other funding source)	\$
	(Other funding source)	\$
Total Budget for Activity		\$3,395,661 2,995,661
Performance Measures	Purchase, rehabilitation, and resale are estimated to be provided as follows:	
	Income Category	Est. # of Assisted Households
	Low	7
	Moderate	9
Middle	9	
Projected Start Date	March 15, 2012	
Projected End Date	April 15, 2014	
Responsible Organization	Name	Seminole County Board of County Commissioners
	Location	534 W. Lake Mary Blvd. Sanford, FL 32773
	Administrator Contact Info	Santana, Elvis
		esantana@seminolecountyfl.gov
		407-665-2307

Activity Number 2	
Activity Name	Purchase of Vacant Land for Redevelopment or Land Banking
Use	Select all that apply:
	<input type="checkbox"/> Eligible Use A: Financing Mechanisms
	<input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation
	<input checked="" type="checkbox"/> Eligible Use C: Land Banking
	<input type="checkbox"/> Eligible Use D: Demolition
<input checked="" type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.201 (a)—Acquisition 24 CFR 570.201 (b)—Disposition 24 CFR 570.201 (m)—Construction 24 CFR 570.208 (i)(3)—Housing
National Objective	Low/Mod/Middle Income Rental Housing.
Activity Description	Properties will be located in currently approved target areas for this activity.
Location Description	<ul style="list-style-type: none"> • <u>The Sterling Meadows vicinity area (21100)</u> • <u>The Alafaya Woods vicinity area (21311, 21309)</u>

	<ul style="list-style-type: none"> • The Deer Run area (22106, 22105, 22104) • Winter Springs vicinity (21401, 21404) • Sanlando vicinity (21608, 21901) • Sunland Estates vicinity area (21705) • West Altamonte vicinity area (20903) • Altamonte Area (NSP1 Maps 13 through 15, and 20) • Winter Park Area (NSP1 Map 16) • Oviedo (NSP1 Map 18) • Sanford Area (NSP1 Maps 4 through 8, and 17) excluding Census tract 20401 • Longwood-Winter Springs-Casselberry Area (NSP1 Maps 9 through 12, and 19) 	
Budget	Source of Funding	Dollar Amount
	NSP3	\$200,000
	(Other funding source)	\$
	Total Budget for Activity	\$200,000
Performance Measures	N/A	
Projected Start Date	May 1, 2013	
Projected End Date	April 15, 2014	
Responsible Organization	Name	Seminole County Board of County Commissioners
	Location	534 W. Lake Mary Blvd. Sanford, FL 32773
	Administrator Contact Info	Santana, Elvis
		esantana@seminolecountyfl.gov
		407-665-2307

Activity Number 3		
Activity Name	Planning and Administration	
Use	Select all that apply:	
	<input type="checkbox"/>	Eligible Use A: Financing Mechanisms
	<input type="checkbox"/>	Eligible Use B: Acquisition and Rehabilitation
	<input type="checkbox"/>	Eligible Use C: Land Banking
	<input type="checkbox"/>	Eligible Use D: Demolition
<input type="checkbox"/>	Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.205 and 206.	
National Objective	N/A	
Activity Description	NSP funds will be used to pay reasonable program administration costs related to the planning and execution of the activities listed above. This includes costs related to staffing for overall program management, coordination, monitoring, reporting, and other eligible charges.	
Location Description	N/A	
Budget	Source of Funding	Dollar Amount
	NSP3	\$399,517

	(Other funding source)	\$
	(Other funding source)	\$
Total Budget for Activity		\$399,517.80
Performance Measures	N/A	
Projected Start Date	April 15, 2011	
Projected End Date	April 15, 2014	
Responsible Organization	Name	Seminole County Board of County Commissioners
	Location	534 W. Lake Mary Blvd. Sanford, FL 32773
	Administrator Contact Info	Santana, Elvis
		esantana@seminolecountyfl.gov
		407-665-2307

Activity Number 3		
Activity Name	Redevelop Demolished or Vacant Properties	
Use	Select all that apply: <input type="checkbox"/> Eligible Use A: Financing Mechanisms <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation <input type="checkbox"/> Eligible Use C: Land Banking <input type="checkbox"/> Eligible Use D: Demolition <input checked="" type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.201 (a)—Acquisition 24 CFR 570.201 (b)—Disposition 24 CFR 570.201 (m)—Construction 24 CFR 570.201 (n)—Direct Homeownership Assistance, as modified by NSP eligible uses.	
National Objective	Low/Mod/Middle Income Housing.	
Activity Description	NSP funds will be used <i>redevelop demolished or vacant properties.</i>	
Location Description	<ul style="list-style-type: none"> • The Sterling Meadows vicinity area (21100) • The Alafaya Woods vicinity area (21311, 21309) • The Deer Run area (22106, 22105, 22104) • Winter Springs vicinity (21401, 21404) • Sanlando vicinity (21608, 21901) • Sunland Estates vicinity area (21705) • West Altamonte vicinity area (20903) • Altamonte Area (NSP1 Maps 13 through 15, and 20) • Winter Park Area (NSP1 Map 16) • Oviedo (NSP1 Map 18) • Sanford Area (NSP1 Maps 4 through 8, and 17) excluding Census tract 20401 • Longwood-Winter Springs-Casselberry Area (NSP1 Maps 9 through 12, and 19) 	
Budget	Source of Funding	Dollar Amount
	NSP3	\$400,000
	(Other funding source)	\$
	(Other funding source)	\$
Total Budget for Activity	\$400,000	
Performance Measures	N/A	
Projected Start Date	Sep 2, 2020	
Projected End Date	December 31, 2021	
Responsible Organization	Name	Seminole County Board of County Commissioners
	Location	534 W. Lake Mary Blvd. Sanford, FL 32773
	Administrator Contact Info	Santana, Elvis
		esantana@seminolecountyfl.gov
		407-665-2307

Proposed Budget:

Activity	Budget
Purchase, Rehabilitate, and Resale or Resale under a Lease-Purchase Agreement or Resale for Long-Term Rental	<u>\$2,995,661</u>
Purchase of Vacant Land for Redevelopment or Land Banking	\$200,000
Redevelop Demolished or Vacant Properties	<u>\$400,000</u>
Planning and Administration	\$399,517
Total	\$3,995,178