

**HOME Again**  
**FHFC Disaster Relief Housing Assistance Program**  
**Program Overview (11/29/04)**

**Program Design:**

The program will utilize up to \$21MM in HOME funds. Units of Local Government, Public Housing Authorities, and Nonprofit Organizations (if recommended by a unit of local government) can apply for HOME dollars to use in a specified county service area for repair or reconstruction of a single family home. Funds will be awarded on a tier basis. The Tier 1 counties are: Charlotte, Desoto, Hardee, St. Lucie, Polk, Santa Rosa, Escambia, Martin, Okeechobee, Brevard, and Indian River. All of the remaining counties in Florida are included in Tier 2. Funding will be split 50%-50% between the tiers. Acquisition/New Construction would only be possible where extant unsafe conditions exist. Eligible principal residence properties include: single family detached homes, condos/town homes, and manufactured housing units (repair or replacement-post 7/13/94 construction & replacement only prior to that date).

**General Process:**

*Subrecipient (SR)*

Applicants apply to FHFC for funding by completing an application package consisting of a uniform application, complete program design and budget. In the event that a SR exhausts funding, they may reapply as long as additional funds are available. FHFC will analyze funding no later than 180 days after the cycle opens and reallocate among tiers if necessary and if funds are available. Funding is awarded and a contract is executed with FHFC. SR then follows the program design submitted and begins rehab inspections for the potential assisted homeowners. Scope of work is determined for projects, contractors bid, work is executed, and then verified by inspector. Draw requests will be sent on a reimbursement basis to FHFC by Wednesday or Friday at noon with supporting documentation for review and payment. SR will have 24 months to expend funds. SR will be allowed up to a 10% administration fee.

*Homeowner*

Homeowner's scope of work is determined and agreed upon. The homeowner executes a binding agreement with the SR, homeowner executes a deferred, zero-percent second mortgage and note with FHFC and SR assigns the bid winner to rehab the home. The homeowner, contractor, and SR will sign off on all draw requests for work done on the home. The second mortgage maximum is \$50K with terms to include 50% forgivable at a rate of 10% per year for 5 years for those at 50% AMI and below. Relocation assistance may be required to homeowner.

**Servicing/Monitoring:**

SR is responsible for monthly reporting on all assisted homes as well as a close-out report detailing the expenditure of the awarded funds. SR shall also comply with and assist FHFC with monitoring as required by 24 CFR 92. FHFC will perform periodic audits of SR files via a sampling of records.

**Program Implementation:**

A notice of change (NOC) has been filed to amend the rule and allow for this program on a disaster basis. The proposed NOC was approved at the Oct. meeting. A rule hearing was held on Nov. 9<sup>th</sup>. The final rule should be effective on Dec 19<sup>th</sup>. We are planning 4 teleconference application workshops for over December 7<sup>th</sup> and 9<sup>th</sup> at 10 AM and 2 PM. The application cycle should open on or about December 17<sup>th</sup>. An original and two copies of the completed application package will be submitted for review. Funds will be awarded on a first come, first serve basis judged from the point an application is reviewed and all deficiencies are resolved.