

MEMORANDUM

Agenda Item No. 8(K)(1)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: September 6, 2023

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution approving the proposed funding recommendations in an amount up to \$1,550,000.00 for the FY 2022 SHIP Homebuyer Education and Counseling Request for Applications (RFA) and the FY 2022 Supplemental SHIP Homebuyer Education and Counseling RFA, identified in Exhibits A and B; and authorizing the County Mayor to award funds to the applicants, identified in Exhibits A and B, and to execute all letters of commitment, contracts, agreements, and amendments pursuant to the proposed SHIP funding recommendations

Resolution No. R-753-23

The accompanying resolution was prepared by the Public Housing and Community Development Department and placed on the agenda at the request of Prime Sponsor Commissioner Marleine Bastien.



Geri Bonzon-Keenan
County Attorney

GBK/gh

Memorandum



Date: September 6, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava 
Mayor

Subject: FY 2022 SHIP Homebuyer Education and Counseling Award Recommendations

Executive Summary

This item recommends the approval of \$1,550,000.00 of Fiscal Year (FY) 2022 State Housing Initiatives Partnership (SHIP) funds to eight (8) entities to provide homebuyer education and counseling services. The entities recommended for award recommendations will provide services throughout the north, central and south geographic areas of Miami-Dade County.

Recommendation

It is recommended that the Board of County Commissioners (Board):

- Approve the proposed funding recommendations in an amount up to \$1,550,000.00 for the FY 2022 SHIP Homebuyer Education and Counseling Request for Applications (RFA) and the FY 2022 Supplemental SHIP Homebuyer Education and Counseling RFA identified in Exhibits A and B. Activities recommended for funding include homebuyer education and counseling services.
- Authorize the County Mayor or County Mayor's Designee to award funds to the applicants identified in Exhibits A and B and to execute all letters of commitment, contracts, agreements, and amendments pursuant to the proposed SHIP funding recommendations.

Scope

This item recommends funding for homebuyer education and counseling services. The item has a countywide impact to residents of all 13 Commission districts. Exhibits A and B contain the scores for each application and proposed funding recommendations.

Delegation of Authority

This item requests a delegation of authority to authorize the County Mayor or the County Mayor's designee to execute all letters of commitment, standard shell contracts, agreements, loan documents, subordinations, modifications and amendments pursuant to the proposed SHIP homebuyer education and counseling funding recommendations and to accomplish the purposes set forth in this legislation, to shift funds and funding sources awarded to a project to any new affiliated entities created for the purpose of carrying out a project, and exercise the termination, waiver, acceleration, or other provisions set forth therein.

Fiscal Impact/Funding Source

The award of SHIP funds will not have a negative fiscal impact on the County's General Fund. Table 1 summarizes the proposed use of FY 2022 SHIP funding for the eight (8) RFA applications that met minimum threshold and were forwarded for scoring by the Evaluation/Selection Committee.

Table 1: FY 2022 PROPOSED SHIP FUNDING ALLOCATIONS			
Categories	Amount Requested	Amount Available	Amount Recommended
Homebuyer Education and Counseling Services	\$1,750,000.00	\$2,000,000.00	\$1,550,000.00

Track Record/Monitor

Clarence D. Brown, Deputy Director of the Public Housing and Community Development Department (Department) will monitor all Surtax and SHIP activities. The Department will continue to monitor the projects to ensure compliance with State and County guidelines and policies.

Background

The Department provided a draft FY 2022 SHIP Homebuyer Education and Counseling Request for Applications (RFA) on September 7, 2022 and held a technical assistance workshop with potential applicants. The RFA was made available on September 22, 2022, and applications were due by October 21, 2022. The public was advised of the application process through notice postings via the Department's website and through the Department's Developer's email distribution list. Proposals that met threshold items were reviewed and scored by an Evaluation/Selection Committee appointed by the Mayor.

The FY 2022 SHIP Homebuyer Education and Counseling (HBEC) RFA was issued with a total of \$1,400,000.00 in available funding. A total of eight Homebuyer Education and Counseling applications were received. Seven applications met the thresholds specified in the RFA and were scored by the Evaluation/Selection Committee. The scores for each application, and the service area covered by the activity location for each application are detailed in Exhibit A. The following applicants are each recommended to receive SHIP funding: Neighborhood Housing Services of South Florida, Real Estate Education and Community Housing, Inc., Cuban American National Council, Inc., Trinity Empowerment Consortium, Inc., Centro Campesino Farmworker Center and Housing Foundation of America, Inc. The application submitted by Little Haiti Housing Association, Inc., is not recommended for funding because the application did not meet the scoring threshold of 70 points.

The FY 2022 Supplemental SHIP Homebuyer Education and Counseling Request for Applications (RFA) was made available on November 17, 2022, and applications were due by December 1, 2022. The public was advised of the application process through notice

Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

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postings via the Department's website and through the Department's Developer's email distribution list. An application that met threshold items was reviewed and scored by an Evaluation/Selection Committee appointed by the Mayor.

The FY 2022 Supplemental SHIP Homebuyer Education and Counseling RFA was issued with a total of \$600,000.00 in available funding. A total of two applications were received. One application met the thresholds specified in the RFA and was scored by the Evaluation/Selection Committee. The scores for each application, and the service area covered by the activity location for each application are detailed in Exhibit B. The following applicant is recommended for up to \$200,000.00 in SHIP funding: NID-HCA Florida Felton dba Experts Resource Community Center, Inc. Cuban American National Council, Inc. (CNC), applied in both the September RFA and the December Supplemental RFA. The Supplemental RFA has a policy that applicants that applied under the September 22, 2022 HBEC RFA may apply for the Supplemental HBEC RFA, however applicants will only be eligible to receive one award for FY 2022 funding. Thus, CNC is being recommended for funding for its submittal to the September 22, 2022 RFA in Exhibit A.

A Due Diligence review is required pursuant to Resolution No. R-630-13 to make efficient and transparent use of funds for much needed services to the County's residents. The required review was conducted, and there are no findings to report for the entities that are recommended for funding.



Morris Copeland
Chief Community Services Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: September 6, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(K)(1)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(K)(1)
9-6-23

RESOLUTION NO. R-753-23

RESOLUTION APPROVING THE PROPOSED FUNDING RECOMMENDATIONS IN AN AMOUNT UP TO \$1,550,000.00 FOR THE FY 2022 SHIP HOMEBUYER EDUCATION AND COUNSELING REQUEST FOR APPLICATIONS (RFA) AND THE FY 2022 SUPPLEMENTAL SHIP HOMEBUYER EDUCATION AND COUNSELING RFA, IDENTIFIED IN EXHIBITS A AND B; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO AWARD FUNDS TO THE APPLICANTS, IDENTIFIED IN EXHIBITS A AND B, AND TO EXECUTE ALL LETTERS OF COMMITMENT, CONTRACTS, AGREEMENTS, AND AMENDMENTS PURSUANT TO THE PROPOSED SHIP FUNDING RECOMMENDATIONS

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board ratifies and adopts the matters set forth in the accompanying justification memorandum and recital as fully set forth herein.

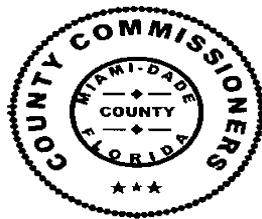
Section 2. This Board approves the proposed funding recommendations in an amount up to \$1,550,000.00 for the FY 2022 SHIP Homebuyer Education and Counseling Request for Applications (RFA) and the FY 2022 Supplemental SHIP Homebuyer Education and Counseling RFA, identified in Exhibits A and B, attached hereto and incorporated herein by reference.

Section 3. This Board authorizes the County Mayor or County Mayor's designee to award funds to the applicants, identified in Exhibits A and B, and to execute all letters of commitment, contracts, agreements, and amendments pursuant to the proposed SHIP funding recommendations.

The foregoing resolution was offered by Commissioner **Anthony Rodriguez** , who moved its adoption. The motion was seconded by Commissioner **Kionne L. McGhee** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	aye
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 6th day of September, 2023. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: **Basia Pruna**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Shannon D. Summerset-Williams

FY 2022 HOMEBUYER EDUCATION AND COUNSELING REQUEST FOR APPLICATIONS										EXHIBIT A		
Binder #	Agency/Organization Name	Activity Title	Activity Location	Commission District Located	Commission District Serving	Funding Requested	Funding Recommended	Score	Average Score	Ranking		
22-100	Centro Campesino Farmworker Center	Homebuyer Education and Counseling 2022	35801 SW 186 Avenue, Florida City, FL 33034	9	CW	\$200,000	\$200,000	246	82	5		
22-101	Cuban American National Council, Inc.	CNC's Financial Education and Housing Counseling	1223 SW 4th Street, Miami, FL 33135	5	CW	\$200,000	\$200,000	264	88	3		
22-102	Housing Foundation of America, Inc.	Homebuyer Education and Counseling 2022	381 North Krome Avenue, Suite. 203, Homestead, FL 33030, (Main); 9211 SW 152nd Street, Miami, FL 33157; 18605 NW 27th Avenue, Miami Gardens, FL 33056; 17801 Homestead Avenue, Miami, FL 33157; 6001 NW 8th Avenue, Miami, FL 33127; 698 NW 47th Avenue, Miami, FL 33127; 1020 NW 163rd Drive, Miami Gardens, FL 33181; 3400 Devon Road, Miami, FL 33133; 11011 SW 104th Street, Miami, FL 33176; 3340 NW 215th Street, Miami Gardens, FL 33056; 8200 NW 52nd Terrace, Ste. 100, Doral , FL 33166; 10305 NW 41st Street, Doral, FL 33178	1, 3, 7, 8, 9, 10, 12	CW	\$200,000	\$200,000	216	72	7		
22-103	Little Haiti Housing Association dba HACDC	Homebuyer Education and Counseling 2022	181 NE 82nd Street, Miami, FL	3	CW	\$200,000		186	62	Did not meet threshold		
22-104	Neighborhood Housing Services of South Florida	Homeownership Forward	300 NW 12th Avenue, Miami, FL 33128	5	CW	\$200,000	\$200,000	279	93	1		
22-105	Opa Locka Community Development Corp.	Housing and Counseling Services 2022	490 Opa Locka Blvd., Suite 20, Opa Locka, FL 33054; 490 Ali Baba Avenue, Opa Locka, FL 33054; 675 Ali Baba Avenue, Opa Locka, FL 33054	1	CW	\$150,000	\$150,000	222	74	6		
22-106	Real Estate Education and Community Housing Inc.	Homebuyer Education and Counseling 2022	2224 NW 82 Avenue, Doral FL 33122; 555 NE 15th Street, Suite. 14E, Miami, FL 33132	12	CW	\$200,000	\$200,000	267	89	2		
22-107	Trinity Empowerment Consortium, Inc.	Homebuyer Education and Counseling 2022	11885 SW 216th Street, Suite A Front, Goulds, FL 33170	9	CW	\$200,000	\$200,000	261	87	4		
Total Funding Requested:						\$1,550,000						
Total Funding Recommended:							\$1,350,000					
Total Homebuyer Education and Counseling Funding Available:						\$1,400,000						

FY 2022 HOMEBUYER EDUCATION AND COUNSELING REQUEST FOR APPLICATIONS- SUPPLEMENTAL RFA											EXHIBIT B		
Binder #	Agency/Organization Name	Activity Title	Activity Location	Commission District Located	Commission District Serving	Funding Requested	Requested Recommended	Score	Average Score	Ranking			
22-108	NID-HCA Florida Felton dba Experts Resource Community Center, Inc.	Homebuyer Education and Counseling 2022	610 NW 186 Street, Suite 202, Miami Gardens, FL 33169; 3000 NW 199th Street, Miami Gardens, FL 33056; 835 NE 132 Street, North Miami, FL 33161; 8240 NW 7th Avenue, Miami FL 33150; 640 NW 183rd Street, Miami Gardens, FL 33169	1,2	CW	\$200,000.00	\$200,000.00	246	82	1			
22-109	Cuban American National Council, Inc.	CNC's Financial Education and Housing Counseling	1223 SW 4th Street, Miami, FL 33135	CNC submitted an application to this Supplemental RFA, however applicants are only eligible to receive one award for FY 2022 funding.									
Total Funding Requested:						\$200,000							
Total Funding Recommended:							\$200,000						
Total Supplemental Homebuyer Education and Counseling Available Funding:						\$600,000							