APPLICATION FOR S.H.I.P. HOUSING ASSISTANCE 2021-2022 FUNDING CYCLE

				d by SHIP Administrator) I Annual Income: \$
Type of Assistance:				tegory (EL, VL, LI, MI):
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				YES NO
			Qualified.	TES INO
General				
Information	Applic	ant		Co-Applicant
Full Name:				
E-mail:				
Date of Birth/Age:				
Street Address:				
City, State, Zip Code				
Mailing Address:				
City:				
Phone:				
	/o	.,		
				in home in the next 12 months
Name(s	5)	Date of Birth/	Age	Relationship to Applicant
pplicant, Co-Applicant, or a	•			full-time student? If yes,
ase list:				full-time student? If yes,
ase list:es Applicant o	own a home? Yes	No		full-time student? If yes,
ase list:	own a home? Yes	No		full-time student? If yes,
ase list:es Applicant on the control of the co	own a home? Yes	No		
ase list:es Applicant o	own a home? Yes	No		
ase list:es Applicant on the proof of t	own a home? Yes used?ex	No		
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NOTE: Attach additional sheets as necessary for all household members 18 years and over

	Type of Income		Gross Annual Amount
-	or ALL Household Memb ity in Properties, etc.)	ers, Including Minors, I	ist Checking and Savings Ac
Type of Asset	Asset Value	Bank/Account#	Annual Asset Income
Tot	al:\$	Total: \$	
etc.) Type Credit/Loan	Creditor's Name	Balance Owed	and Auto, Real Estate and I Monthly Payment
		Total Annual Paym	ents: \$
• • •	or reporting purposes on nite Black	ly, please check all that	apply for Head of
hold Only): Wi		ly, please check all that As	t apply for Head of ian/Pacific Islander

I/we understand that Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.083. I/we further understand that any willful misstatement of information will be grounds for disqualification. I/we certify that the application information provided is true and complete to the best of my/our knowledge. I/we consent to the disclosure of information for the purpose of income verification related to making a determination of my/our eligibility for program assistance. I/we agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided are a matter of public record.

APPLICANT SIGNATURE	DATE	CO-APPLICANT SIGNATURE	DATE
(HOUSEHOLD MEMBER OVER 18)	DATE	(HOUSEHOLD MEMBER OVER 18)	DATE
(HOUSEHOLD MEMBER OVER 18)	DATE	(HOUSEHOLD MEMBER OVER 18)	DATE
(HOUSEHOLD MEMBER OVER 18)	DATE	(HOUSEHOLD MEMBER OVER 18)	DATE

THIRD-PARTY VERIFICATION OF ASSET INCOME

(To Be Completed For All Household Members, Including Minors)

State and/or Federal Regulations require us to verify asset income information for the person who has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization:

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance.

Signature of Applicant/Co-Applicant/H	lousehold Member	Print Name	Date	_
Co-Applicant/Household Member		Print Name		_
Household Member		Print Name	Date	_
Household Member		Print Name	Date	_
Please return information to:				
Name: Naomi L. Lanier	Title: S.H.	I.P. Administrator		
Department: S.H.I.P. Program	Phone: (8	50) 229-6125	Email: ship@gu	lfcounty-fl.gov
Address: <u>1000 Cecil G. Costin Sr., Blvd</u>	, Room 311, Port St	Joe, FL 32456		
Complete the (applicable) Sections be	low:			
Institution Name:	Checking	Account #:		
Average Monthly Balance (last 6 mon	ths): \$	Interest Rate:		
Savings Account #:	Balance/Interest F	Rate: \$,	%	
Certificate of Deposit #:	Amou	ınt: \$		
Interest Rate:	Withdrawal Penal	lty: \$		
IRA, Keogh, Retirement Account #:	Amou	ınt: \$		
Interest Rate:	Withdrawal Penal	lty; \$		
Other Account #:	Amount/Interest Ra	ate: \$,	%	
Signature of authorized representativ	e:			
Printed Name:		Γitle:		
Date:	Phone:			

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.083.

NOTE: For ALL Household Members, including minors, obtain a signed copy of this form for each verification to be completed. Send form directly to depository institution; do not send form through applicant. Upon receiving verification, date-stamp, and compare information to that received on application. Make any necessary notations, date and initial. If significant differences exist between amount reported and verified, obtain a written explanation from applicant and attach to file.

AUTHORIZATION FOR THE RELEASE OF INFORMATION

	Date
Signature of Applicant/Printed Name	Date
I agree that a photocopy of this authorization may right to review this file and correct any informatio	y be used for the purposes stated above. I understand that I have the on found to be incorrect.
Agreement to Conditions:	
Past/Present Employers Banks, Financial or Retirement Institutions State Unemployment Agency Welfare Agency	Alimony/Child Support Providers Social Security Administration Veteran's Administration Other:
Organizations/Individuals that may be asked to pr	rovide written/oral verifications are, but not limited to:
not limited to: employment history, hours worked held in checking/savings accounts, stocks, bonds, payments from Social Security, annuities, insurance	regarding me may be required. Verifications that may be requested are, but d, salary and payment frequency, commissions, raises, bonuses, and tips; cash , certificated of deposits, Individual Retirement Accounts, interest, dividends; ce policies, retirement funds, pensions, disability or death benefits, ion, welfare assistance, net income from the operation of a business, and
Types of Information to be verified:	
	and/or assets to Gulf County S.H.I.P. Program, for the purposes of verifying bility for assistance under the S.H.I.P. program. I understand that only informationsted.
	rsigned, hereby authorizeto release without liability,

go online for Form 4506-T, "Request for Copy of Tax Return" and prepare and sign separately.

VERIFICATION OF CHILD SUPPORT PAYMENTS

State and/or Federal Regulations require us to verify child support payments made to the person that has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax it to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of

	ιt					

determining eligibility for program assistance	e.	
Signature of Applicant	Print Name	Date
Co-Applicant/Household Member	Print Name	Date
Please return information to (attach transcrip	ot):	
Name: Naomi L. Lanier	Title: S.H.I.P. Administrator	
Department: S.H.I.P. Program	Phone: (850) 229-6125	Email: ship@gulfcounty-fl.gov
Address: 1000 Cecil G. Costin Sr., Blvd, Room	n 311, Port St. Joe, FL 32456	
Complete the Sections below:		
Name of person paying child support:		
Address:C	ityState	Zip
Children's names:		
Amount of support \$	weekly	monthlyyearly
Signature of Authorized Representative:		_
Printed Name:		Title:
Date:	Diversi	

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 and 775.083.

VERIFICATION OF PENSIONS AND ANNUITIES

State and/or Federal Regulations require us to verify pension and annuity benefits made to the person that has provided authorization below, in order to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax it to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization: I hereby authorize the release of requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance.

Signature of Applicant	Print Name	Date
Co-Applicant/Household Member	Print Name	Date
Household Member	Print Name	Date
Please return information to:		
Name: Naomi L. Lanier	Title: S.H.I.P. Administrate	or
Department: S.H.I.P. Program	Phone: (850) 229-6125	Email: ship@gulfcounty-fl.gov
Address: 1000 Cecil G. Costin Sr., Blvd, Room	m 311, Port St. Joe, FL 32456	
To : Name of Institution		
Address:	City:	State:Zip:
Complete the Sections below:		
Current monthly gross amount of pension o	r annuity: \$	
Deduction from Gross for Medical insurance	premiums	
Date of initial award \$	Effective date of current an	nount
Expected change in current amount:	New amo	unt \$
Contribution to company retirement/pensio	n fund \$	
Amount received in lump sum \$	Date	
Signature of authorized representative:		
Printed Name:	Title:	
Date:	Phone:	

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 and 775.083.

THIRD-PARTY VERIFICATION OF REGULAR CASH CONTRIBUTIONS

(i.e., Paying Rent, Regular Family Assistance, Alimony, etc.)

State and/or Federal Regulations require us to verify regular cash contributions made to the person who has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax it to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization:

Signature of Applicant

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance.

Date

Print Name

Print Name	Date
Print Name	Date
Print Name	Date
Title: S.H.I.P. Administrator	
Phone: (850) 229-6125	Email: ship@gulfcounty-fl.gov
311, Port St. Joe, FL 32456	
Amount:	\$
Will Payments Co	ntinue (Y or N):
Title:	
Phone:	
	Print Name Print Name Title: S.H.I.P. Administrator Phone: (850) 229-6125 311, Port St. Joe, FL 32456 Amount: Will Payments Co

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83.

NOTE: For ALL applicable Household Members 18 years or over, obtain a signed copy of this form for each verification to be completed. Send form directly to the appropriate person/agency; do not send form through applicant. Upon receiving verification, date-stamp, and compare information to that received on application. Make any necessary notations, date and initial. If significant differences exist between amount reported and verified, obtain a written explanation from applicant and attach to file.

Page 8 of 26
WEB APPLICATION
2021-22

THIRD-PARTY VERIFICATION OF SOCIAL SECURITY BENEFITS

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of

State and/or Federal Regulations require us to verify Social Security Benefit income for the person who has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization:

Information" is attached which indicates r determining eligibility for program assista		ormation requested for the sole purpose of
Signature of Applicant	Print Name	Date
Co-Applicant/Household Member	Print Name	Date
Household Member	Print Name	Date
Please return information to:		
Name: Naomi L. Lanier	Title: S.H.I.P. Administrator	
Department: S.H.I.P. Program	Phone: (850) 229-6125	Email: ship@gulfcounty-fl.gov
Address: 1000 Cecil G. Costin Sr., Blvd, Ro	om 311, Port St. Joe, FL 32456	
Complete the Sections below:		
Date of Birth:	Social Security #:	
Type of Social Security Benefit:	Gross Monthly Amount: \$	
Type of Supplemental Security Benefit:	Gross Monthly Amount: \$	
Deduction for Medicare (Y or N):	If yes, Amount Deducted: \$	
Signature of Authorized Representative:		
Printed Name:	Title:	
Date:	Phone:	

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83.

NOTE: For ALL applicable Household Members 18 years or over, obtain a signed copy of this form for each verification to be completed. Send the form directly to the appropriate administration; do not send the form through applicant. Upon receiving verification, date-stamp, and compare information to that received on application. Make any necessary notations, date and initial. If significant differences exist between amount reported and verified, obtain a written explanation from applicant, and attach to file.

Page 9 of 26
WEB APPLICATION
2021-22

THIRD-PARTY VERIFICATION OF UNEMPLOYMENT BENEFITS

State and/or Federal Regulations require us to verify unemployment benefit income for the person who has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is much appreciated. A self-addressed return envelope is enclosed, or you may fax to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Date

Authorization:

Signature of Applicant

Statutes 775.082 or 775.083.

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance.

Print Name

o-Applicant/Household Member	Print Name	Date
lousehold Member	Print Name	Date
Please return information to:		
Name: Naomi L. Lanier	Title: S.H.I.P. Administrator	
Department: S.H.I.P. Program	Phone: (850) 229-6125	Email: ship@gulfcounty-fl.gov
Address: <u>1000 Cecil G. Costin Sr., Blvd, Roon</u>	n 311, Port St. Joe, FL 32456	
Complete the Sections below:		
Are Benefits being paid now (Y or N):	If Yes, Gross Weekly	Payments: \$
Date of Initial Payment:	Duration of Benefits:	
Claimant Eligible for Future Benefits (Y or N):If Yes, provide # of v	veeks:
If No, Provide Date of Benefits Termination:		
Signature of authorized representative:		
Printed Name:	Title:	
Date:	Phone:	

NOTE: For ALL applicable Household Members 18 years or over, obtain a signed copy of this form for each verification to be completed. Send the form directly to the appropriate agency; do not send the form through applicant. Upon receiving verification, date-stamp, and compare information to that received on application. Make any necessary notations, date and initial. If significant differences exist between amount reported and verified, obtain a written explanation from applicant, and attach to file.

Page 10 of 26
WEB APPLICATION
2021-22

THIRD-PARTY VERIFICATION OF EMPLOYMENT

Note to employer: Please provide information about anticipated income during the next 12 months only.

I hereby authorize the release of the requested information. A copy of the executed" Authorization for the release of

State and/or Federal Regulations require us to verify employment history and income information for the person who has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization:

Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance. Signature of Applicant Print Name Date Co-Applicant/Household Member Print Name Date Household Member Date Print Name Please return information to: Name: Naomi L. Lanier Title: S.H.I.P. Administrator Department: S.H.I.P. Program Phone: (850) 229-6125 Email: ship@gulfcounty-fl.gov Address: 1000 Cecil G. Costin Sr., Blvd, Room 311, Port St. Joe, FL 32456 Position: Date of hire: Business Name: Probability of continued employment (Y or N) Current Pay Rate: ______ Pay Frequency (Hour, Salary): ______ per _____ (Wk, Bi-Weekly, Month) Overtime Pay Rate: ____Expected overtime hours during the next 12 months: _____ Total anticipated Annual Base Pay Earnings for the next 12 months: Total anticipated Overtime Base Pay Earnings for the next 12 months: ______ Probability and expected date of any pay increase (Y or N) Amount of increase

New rate of Pay Amount of Other Compensation anticipated during the next 12 months (bonus, commission, tips): \$_____ Vacation Pay (Y or N): ______if yes, number of days: _____ Retirement Account (Y or N) Amount Accessible to Employee: _____ Penalty for withdrawal (Y or N) Penalty Amount Total anticipated Gross Annual Income, including other compensation, for next 12 months: Signature of authorized representative: Printed Name:______Title:_____ Date: Phone:

NOTE: For ALL applicable Household Members 18 years or over, obtain a signed copy of this form for each verification to be completed. Send form directly to the appropriate employment source; do not send form through the applicant. Upon receiving verification, date-stamp, and compare information to that received on application. Make any necessary notations, date and initial. If significant differences exist between amount reported and verified, obtain a written explanation from applicant, and attach to file.

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 75.083.

Page 11 of 26
WEB APPLICATION
2021-22

VERIFICATION OF VERBAL

APPLICANT INFORMATION (APPLICANT ONLY COMPLETE LINES 1 AND 2)

Name:		
Address:	Phone:	
Type of Assistance: Homebuyer	Homeowner Rehab	Emergency Repair
Other:		
(S.H.I.P STAFF COMPLETE BELOW) Type of Information being verified: Employmen	at Household	Assets
Other:	Tiousenoiu	
Name of Entity being contacted:	Phone number:	
Name of person contacted:	Title:	
Notes:		
 Signature (Receiving Verbal Verification)		 Time

WARNING: Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83.

Page 12 of 26
WEB APPLICATION
2021-22

VERIFICATION OF VETERAN'S BENEFITS

State and/or Federal Regulations require us to verify veteran benefits made to the person that has provided authorization below, to determine their eligibility for program assistance. Your cooperation in providing the requested information below is most appreciated. A self-addressed return envelope is enclosed, or you may fax to: (850) 229-7180, or email to: ship@gulfcounty-fl.gov.

Authorization:

I hereby authorize the release of the requested information. A copy of the executed "Authorization for the Release of Information" is attached which indicates my agreement with the release of information requested for the sole purpose of determining eligibility for program assistance.

Signature of Beneficiary	Print Name	Date
Beneficiary Address:		
Please return information to:		
Name: Naomi L. Lanier	Title: S.H.I.P. Admini	strator
Department: S.H.I.P. Program	Phone: (850) 229-61	25 Email: ship@gulfcounty-fl.go
Address: <u>1000 Cecil G. Costin Sr., Blvd, R</u>	oom 311, Port St. Joe, FL 32	2 <u>456</u>
Complete the Sections below: Name of Veteran:		
Address:		
Claim No	Date o	f Birth
Service dates: From	to	
Benefits paid to	current bene	fit amount
Original start date:	this amount will	_increasedecrease
Date change takes effect:	new amou	nt \$
Benefit Type:		
Signature of authorized representative:		
Printed Name:	Tit	:le:
Date:	Phone:	

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Page 13 of 26
WEB APPLICATION
2021-22

NOTICE REGARDING COLLECTION OF SOCIAL SECURITY NUMBERS GULF COUNTY SHIP PROGRAM

The following disclosure is being made pursuant to section 119.071(5), Florida Statutes.

Social Security numbers of applicants and household members are requested because this information has been determined to be imperative for the performance of the duties and responsibilities prescribed by law under the Gulf County SHIP Program. This information is not required by state or federal law; however, Social Security numbers are necessary to determine eligibility for program services and specifically for the following purposes:

- 1. To verify an applicant's identity.
- 2. To verify household size.
- 3. To verify household income.
- 4. To verify household assets.
- 5. To verify household employment.

A Social Security number collected pursuant to this notice can only be used by the Gulf County SHIP Program, for the purposes specified above.

Nondisclosure except under limited circumstances.

Social security numbers will not be disclosed to others unless required or authorized by Florida law. Section 119.071(5), Florida Statutes, allows disclosure of a person's Social Security number under the following specific, limited circumstances:

If disclosure is expressly required by federal or Florida law or is necessary for the agency or governmental entity to perform its duties and responsibilities.

- If the individual expressly consents to disclosure in writing.
- If disclosure is made to prevent and combat terrorism pursuant to the U.S. Patriot Act of 2001 or Presidential Executive Order 13224 (blocking property and prohibiting business transactions with persons who commit, threaten to commit, or support terrorism).
- If disclosure is for the purpose of the administration of the Uniform Commercial Code by the office of the Secretary of State.
- If disclosure is requested by a commercial entity for permissible uses under the federal Driver's Privacy Protection Act of 1994, the federal Fair Credit Reporting Act, or the federal Financial Services Modernization Act of 1999 (for example, to verify the accuracy of personal information provided by the individual to the commercial entity; use by an insurer in connection with claims investigation or antifraud activities; for use in connection with a credit transaction).

Acknowledgment of Receipt of Notice

I confirm that I have been provided a copy of this notice regarding the collection of my Social Security number and the Social Security numbers of all household occupants as part of the application process for the GULF County SHIP Program.

Date	Applicant/s Signature	Social Security Number
 Date	Co-Applicant/s Signature	Social Security Number

Page 14 of 26
WEB APPLICATION
2021-22

Explanation of Banking Account Deposits

This needs to be filled out by the applicants and household members 18 years and older.

Please explain <u>all</u> the deposits that show up on <u>all</u> your bank statements requested on this application. You may use additional forms if you need extra space. (Use separate forms for separate bank accounts)

Date of Deposit	Amount (list <u>each</u> deposit individually)	Name of Bank/Institution	Explain Source of Funds (Gift, Babysitting, bonus, child support, alimony, earning	
EXAMPLE: 1/1/23	\$50.00	and account # ECFCU/1234567/ CHECKING	GIFT FROM GRANDMOTHER FOR BIRTHE	DAY
./1/23		CHECKING		
			1	
	der penalty of perjeent information.	ury that all the ab	ove information is true and correct and	I/we have not
nature		N	Jame:	Date
, riature		1\	lame:	Date

Page 15 of 26
WEB APPLICATION
2021-22

evaluate	d and certified for funding from th	ne SHIP/HHRP Program.	
			AIN FULL COVERAGE INSURANCE FOR THE VALUE OF D NOTE FOR THE LOAN FOR THE FULL TERM OF THE
	SHIP/HHRP APPLICANT(S) WILL TERM OF THE MORTGAGE AND		AS THEIR PRIMARY RESIDENCE FOR THE COMPLETE
		E, THAT THE REMAININ	THAT IF THEY TAKE OUT A LOAN FOR CASH VALUE, SELL NG AMOUNT OF THE LOAN WILL BE DUE AND PAYABLE IP/HHRP DEPARTMENT.
	AND NOTE TERMINATION DATE OF THE MORTGAGE AND NOTE	E, AN ELIGIBLE SHIP APF PERIOD, OR THE REMA FICATION TO THE DEPAI	THAT IF THEY DIE BEFORE THE END OF THE MORTGAGE PLICANT MUST LIVE IN THE HOME FOR THE REMAINDE AINING AMOUNT OF THE LOAN WILL BE DUE AND RTMENT BY HEIR(S) IS REQUIRED AS WELL AS JIRED.
	· · · · · · · · · · · · · · · · · · ·		S THAT THEY WILL NOT CONVEY THE OWNERSHIP OF LSE DURING THE MORTGAGE PERIOD OF THIS LOAN.
		T REQUEST SATISFACTION	10 YEARS BUT COULD VARY DEPENDING ON AWARD. ON OF MORTGAGE BY CONTACTING THE SHIP/HHRP D REMOVE THIS MORTGAGE.
	SHIP/HHRP APPLICANT(S) RECE	IVED HOME COUNSELIN	NG MATERIALS.
	EXPENDED PRIOR TO CLOSING	ARE AT THE EXPENSE O	SHIP FUNDING IS ISSUED AT CLOSING AND ANY FUNDS OF THE APPLICANT. APPLICANT/BORROWER IS TO LICANT/BORROWER REFINANCE THE LOAN TO RECEIVE
	ng below, I/We hereby acknowled d to our satisfaction.	ge and agree that the	above statements have been read, understood and/o
APPLICA	NT	DATE	
CO-APPL	ICANT	DATE	
WITNESS (REQUIRE	SEMENTS 2023: REVISED 6/15/23)	DATE	

This form is required as part of the application process for the SHIP/HHRP program. You must initial beside each item to indicate that you have read, understand, and agree with all stipulations herein written prior to your application being

Page 16 of 26
WEB APPLICATION
2021-22

2023 SHIP APPLICANT SPECIAL NEEDS AND PRIORITY ASSESSMENT FORM

Applicant:								
	e following Special Needs TING DOCUMENTATION FE		D ELIGIBLE OR BE ON WAITING					
(CHECK BOX TO THE R	IGHT OF TYPE OF DISABII	LITY)						
DEVELOPMENTAL DISABILITY	DIAGNOSED SUBSTANCE ABUSE	RECEIVING SSI	HOMELESS					
RETARDATION	DISABLING CONDITION, NOT DD	RECEIVING SSDI	FARMWORKER					
CEREBRAL PALSY	MENTAL ILLNESS	RECEIVING VA COMP.	FRAIL ELDERLY (with Disabling Condition)					
AUTISM	CHRONIC PHYSICAL ILLNESS/DISABILITY							
PRADER-WILLI SYNDROME	SURVIVOR OF DOMESTIC VIOLENCE							
		THAT SHOULD QUALIFY F U BELIEVE THIS IS THE CA	FOR SPECIAL NEEDS: IF SO, SE:					
BENEFITS UNDER THE S		'Y INSURANCE PROGRAM OR	(5), 741.25. OR A PERSON RECEIVING THE SUPPLEMENTAL SECURITY					
ARE YOU A VETERAN: YI	SEHOLD MEMBERS:							
	•	PLEASE CHECK TO THE RIG	HT OF APPROPRIATE JOB AND LIST					
OCCUPATION AND EMPI								
EDUCATIONAL EMPLOY	++-	FIREFIGHTER						
TEACHER		MEDICAL PERSONNEL	ESTIMAL OFFICE					
CHILDCARE WORKER		AW ENFORCEMENT/CORR	ECTIONAL OFFICER					
EMS								
FIRST RESPONDER	9	SKILLED BUILDING TRADE						
OCCUPATION DESCRIPTI	ON:							

Page 17 of 26
WEB APPLICATION
2021-22

APPLICANT'S DOCUMENT CHECKLIST

Dear Applicant:

An appointment will be scheduled with Lynn Lanier, SHIP Administrator to determine eligibility for assistance. (If you have previously received S.H.I.P. or H.H.R.P. Funds, you are NOT eligible to apply).

For Existing Homeowner (Rehabilitation Assistance), please bring items B through F to your appointment. For Home Buyer Assistance, please bring items B, E, and F only.

- A. Completed Application Form (All Household Members- 18 years or older must sign applicable documents as indicated in application and below). All items must be completed and signed to be accepted.
- B. Proof of Property Ownership (this may include a copy or original of one of the items below):
 - Warranty Deed
- Quit-Claim Deed
- Life Estate
- C. Proof that you are current in your property taxes to the county (this may include a copy or original of one of the items listed below):
 - Property tax payment receipt from the county
 - Cancelled check to the county for property taxes
 - Affidavit certifying payment of property taxes
 - Mortgage statement from lenders indicating taxes were paid
- D. Proof of hazard insurance (which may include a copy of your homeowner's insurance, fire insurance, and/or flood insurance policy).
- E. Proof of number of dependents claimed by bringing your Federal Income Tax Return and one of the following:
 - Birth certificate on which the parent/applicant's name is listed
 - School records which provide the parent/applicant's name and address
 - Court-ordered letter of guardianship
 - Divorce decree
 - Letter of adoption
- F. Other items required for all applicants are:
 - Identification for each Household Member that will reside in the home for the next 12 months.
 - 6 Payroll Stubs
 - If Self Employed, must provide a Profit & Loss Statement from most recent quarter.
 - Social Security Income Letters (Must be current year), SS, SSI, SSDI
 - Retirement, Pension, Annuities, IRA Income or Quarterly Statement (if not receiving benefits)
 (Sign Verification of Pensions and Annuities Form)
 - Veteran's Disability Statement
 - Child support orders (Sign Verification of Child Support Payments Form)

Page 18 of 26
WEB APPLICATION
2021-22

- Alimony order (Sign Third-Party Verification of Regular Cash Contributions Form)
- Receiving Rental Payments from Renter (Sign Third-Party Verification of Regular Cash Contributions Form)
- Unemployment or Worker's Compensation statements
- Welfare Payments
- Adoption Income Statement, if applicable
- Bank statements (6 months checking and 1 month savings) For all Household Members (Sign Third-Party Verification of Asset Income Form)
 - Any Cash App, Venmo, or other online financial applications (6 months)
 - Property (Real Estate Assets and the percentage owned)
 - CD, Stocks, Bonds, etc. (Statement)
 - Whole Life Insurance Cash Value Page of Policy
 - In the application there is a Cash Contribution Form. If you receive money from anyone on a regular basis, you must have that filled out and signed by the person giving you the funds.
 - There is included in the application package a "Cash Contribution Form". If your bank statements
 have any deposits that are not payroll, social security, retirement, or child support submitted with
 other documentation, you must list them on that form with an explanation of where funds were
 received from and for what purpose.
 - If married, the spouse must sign a mortgage and note whether they live with you or not. Provide proof of legal separation or divorce docket information, if applicable.

Should you have any difficulty in obtaining any of the above documents, please contact Lynn Lanier at phone number (850) 229-6125 or e-mail llanier@gulfcounty-fl.gov for assistance.

PROCESS NOTES:

- 1. Application will be received and clocked in by SHIP Administrator only.
- 2. Application will be considered active until another determination is made.
- 3. Applicant will be contacted to schedule an appointment to bring required supporting documentation.
- 4. If unable to complete the qualification process within 30 days of an appointment, the application will become inactive.
- 5. Once qualified, notification of qualification will be sent to the applicant and placed on the waiting list.
- 6. On funds become available, the applicant will be contacted to provide any updates, and notification of award will be sent to the applicant if still qualified after updates are considered.
- 7. Once awarded, the applicant will have 90 days to close.
- 8. Any extension will be given in writing, if approved.

HUD release: 5/15/2023 Effective: 5/15/2023		2023 Income Limits and Rent Limits Florida Housing Finance Corporation SHIP and HHRP Programs												
County (Metro)	Percentage			Income I	imit by N	lumber of	Persons ir	Househol	d					
County (Metro)	Category	1	2	3	4	5	6	7	8	9	10			
Gulf County	30%	14,580	19,720	24,860	30,000	35,140	37,850	40,450	43,050	Refer to	HUD			
(Panama City MSA; Gulf County HMFA)	50%	22,850	26,100	29,350	32,600	35,250	37,850	40,450	43,050	45,640	48,248			
Median: 80,100	80%	36,550	41,750	46,950	52,150	56,350	60,500	64,700	68,850	73,024	77,197			
	120%	54,840	62,640	70,440	78,240	84,600	90,840	97,080	103,320	109,536	115,795			

Florida Housing Finance Corporation (FHFC) income and rent limits are based upon figures provided by the United States Department of Housing and Urban Development (HUD) and are subject to change. Updated schedules will be provided when changes occur.



FIRST-TIME HOMEBUYERS **COUNSELING & YOU**

DID YOU KNOW?

More than half of those counseled purchase a

home within 1 year.

 HUD Office of Policy Development and Research

HUD-APPROVED COUNSELING IS YOUR TRUSTED RESOURCE. HOUSING

approved housing counseling helps informed housing decisions. HUD-Empowering consumers to make more than a million households every year.



or intely a warranty or endorsement by HUD of the approved agency or its employee; to a prospective clear or to any other organization or inclinical. Approval means only that the agency has met the qualifications and conditions prescribed by HUO. The approval of a housing counseling agency does not create



hud.gov/housingcounseling HOUSING COUNSEL

1-800-569-4287



Page **21** of **26 WEB APPLICATION** 2021-22

HOME STARTS HERE



WE'LL GET

YOU THERE



HOW WE CAN HELP



LET'S TALK ABOUT

Buying your first home is exciting, but can also

- How much home you can afford
- How much down payment you'll need
- ➤ The mortgage process
- Budgeting for your mortgage payment
- What to expect at closing
- And much more!

WHO'S ELIGIBLE FOR HOUSING COUNSELING

- ➤ First-time homebuyers
- Existing homeowners
- ▼ Renters

a lender, types of mortgages, and so much more.

Everyone!

WHY HUD-APPROVED HOUSING COUNSELING IS FOR YOU

- ➤ We're nationwide!
- ➤ Free or low-cost advice
- Experienced, impartial, housing counseling professionals
- Work together to find the right home for you
- Get budgeting tips, protect credit, prevent foreclosure and more!

be overwhelming, it doesn't have to be. We're here to help you make your dream a reality. Read on to learn why planning your homebuying process with your local HUD-approved housing counseling agency is the right move.

The first step to your new home starts with a trip to your local HUD-approved housing counseling agency. Once you determine that home ownership is the right choice for you, your housing counselor will discuss the next steps, such as finding the right home for you, choosing

Knowledge is power. Working with your HUDapproved housing counseling agency empowers you to make buying your first home a positive experience. You'll have what it takes to make the right choices in buying, and in being a responsible homeowner.

Thousands of have the har har agencies nationwidel we we

The road to home is a journey, but you don't have to walk alone. To learn more about the homebuying process or to find a HUD-approved housing counseling agency, visit hud.gov/housingcounseling or call 1-800-569-4287. We're here to help get you home!

Page 22 of 26
WEB APPLICATION
2021-22



Housing counselors near you

The counseling agencies on this list are approved by the U.S. Department of Housing and Urban Development (HUD), and they can offer independent advice about whether a particular set of mortgage loan terms is a good fit based on your objectives and circumstances, often at little or no cost to you. This list shows you several approved agencies in your area. You can find other approved counseling agencies at the Consumer Financial Protection Bureau's (CFPB) website: consumerfinance.gov/mortgagehelp or by calling 1-855-411-CFPB (2372). You can also access a list of nationwide HUD-approved counseling agencies at: https://apps.hud.gov/offices/hsg/sfh/hcc/hcs.cfm

Displaying the 10 locations closest to ZIP code 32456 (Same for 32 465)

1. City of Panama City Community Development Corporation (https://www.pana

macity.gow/) 501 Harrison Ave 501 Harrison Avenue Panama City, FL 32401-2621

WEBSITE: https://www.panamacity.gov/ (https://www.panamacity.gov/)

PHONE: 850-872-7231

EMAIL ADDRESS: sware@panamacity.gov

LANGUAGES: English

Mortgage Delinquency and Default Resolution Counse, Financial Management/Budget Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops.

2. University of Florida/Florida Cooperative Extension - Washington County

Cooperative Extension Service (http://fycs.ifas.ufl.edu)

1424 Jackson Ave

Suite A

Chipley, FL 32428-1628

WEBSITE: http://fycs.ifas.ufl.edu (http://fycs.ifas.ufl.edu)

PHONE: 850-638-6265

EMAIL ADDRESS: jlcorbus@ufl.edu

LANGUAGES: English

Financial Management/Budget Counseling, Financial, Budgeting and Credit Repair Workshops, Fair Housing Pre-Purchase Education Workshops, Home Improvement and Rehabilitation Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops, Rental Housing Counseling, Rental Housing Workshops. 32.3 miles

68.5 miles

1 of 3

3. University of Florida/Florida Cooperative Extension - Holmes County

Cooperative Extension Service (http://fycs.ifas.ufl.edu)

703B E Highway 90 Bonifay, FL 32425-2736

WEBSITE: http://fycs.ifas.ufl.edu (http://fycs.ifas.ufl.edu)

PHONE: 850-547-1108

EMAIL ADDRESS: jlcorbus@ufl.edu

LANGUAGES: English

Financial Management/Budget Counseling, Financial, Budgetirg and Credit Repair Workshops, Fair Housing Pre-Purchase Education Workshops, Home Improvement and Rehabilitation Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase Fornebuyer Education Workshops, Rental Housing Counseling, Rental Housing Workshops.

4. Tallahassee Urban League, Inc (https://www.tallyurbanleague.org)

923 Old Bainbridge Rd

Tallahassee, FL 32303-6042

WEBSITE: https://www.tallyurbanleague.org (https://www.tallyurbanleague.or

g)

PHONE: 850-222-6111

EMAIL ADDRESS: ctkoot62@gmail.com

LANGUAGES: English, Spanish

Mortgage Delinquency and Default Resolution Counse, Resolving/Preventing Mortgage Delinquency Workshop, Financial Management/Budget Counseling, Financial, Budgeting and Credit Repair Workshops, Fair Housing Pre-Purchase Education Workshops, Home Improvement and Rehabilitation Counseling, Services for Homeless Counseling, Non-Delinquency Post Purchase Workshops, Predatory Lending Education Workshops, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops, Rental Housing Counseling, Rental Housing Workshops.

Tallahassee Lenders Consortium, Inc. (http://www.tallahasseelenders.org)

224 Office Plaza Dr

Tallahassee, FL 32301-2808

WEBSITE: http://www.tallahasseelenders.org (http://www.tallahasseelenders.

org)

PHONE: 850-222-6609 LANGUAGES: English

Mortgage Delinquency and Default Resolution Counse, Financial Management/Budget Counseling, Financial, Budgeting and Credit Repair Workshops, Non-Delinquency Post Purchase Workshops, Predatory Lending Education Workshops, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops, Reverse

Mortgage Counseling.

Community Enterprise Investments, Incorporated (http://www.ceii-cdc.org)

302 North Barcelona St Pensacola, FL 32501-4806

WEBSITE: http://www.celi-cdc.org (http://www.celi-cdc.org)

PHONE: 850-595-6234-206

EMAIL ADDRESS: pdenagall@cell-cdc.org

LANGUAGES: English

Mortgage Delinquency and Default Resolution Counse, Resolving/Preventing Mortgage Delinquency Workshop, Financial Management/Budget Counseling, Fair Housing Pre-Purchase Education Workshops, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops, Rental

Housing Counseling, Rental Housing Workshops.

71.1 miles

74.9 miles

76.1 miles

122.2 miles

7. Pensacola Habitat for Humanity (http://www.pensacolahabitat.org)

123.1 miles

300 W Leonard St Pensacola, FL 32501-1406

WEBSITE: http://www.pensacolahabitat.org (http://www.pensacolahabitat.or

9)

PHONE: 850-434-5456 LANGUAGES: English

Mortgage Delinquency and Default Resolution Course, Financial Management/Budget Counseling, Home Improvement and Rehabilitation Counseling, Pre-purchase Counseling, Pre-purchase Homebuyer Education Workshops.

8. Nid-Hca Albany (Fletcher) (https://www.nidhousing.com)

139.7 miles

230 S Jackson St Ste 154 Albany, GA 31701-2886

WEBSITE: https://www.nidhousing.com (https://www.nidhousing.com)

PHONE: 229-317-4745

EMAIL ADDRESS: fedwardsp@nidhousing.com

LANGUAGES: English, Spanish

Mortgage Delinquency and Default Resolution Counse, Financial Management/Budget Counseling, Fair Housing Pre-Purchase Education Workshops, Services for Homeless Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase Homebuye[,] Education Workshops, Rental Housing Counseling.

City of Albany, Georgia (https://www.albanyga.gov)

139.7 miles

230 S Jackson St Ste 315 Albany, GA 31701-2872

WEBSITE: https://www.albanyga.gov (https://www.albanyga.gov)

PHONE: 229-483-7650

EMAIL ADDRESS: bjackson@albanyga.gov

LANGUAGES: English

Mortgage Delinquency and Default Resolution Counse, Financial Management/Budget Counseling, Services for Homeless Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase

Homebuyer Education Workshops, Rental Housing Counseling.

10. Family Visions Outreach, Inc. (http://www.familyvisionsoutreach.org)

147.3 miles

601 West Price St. Sylvester, GA 31791-1536

WEBSITE: http://www.familyvisionsoutreach.org (http://www.familyvisionsoutr

each.org)

PHONE: 229-777-7704

EMAIL ADDRESS: judyfvo1958@gmail.com

LANGUAGES: English

Mortgage Delinquency and Default Resolution Counse, Financial Management/Budget Counseling, Services for Homeless Counseling, Non-Delinquency Post Purchase Workshops, Pre-purchase Counseling, Pre-purchase

Homebuyer Education Workshops, Rental Housing Counseling.

3 of 3

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Nationally HUD-Approved Housing Counseling Agencies

Below is a list of nationally approved agencies who can assist you if you are unable to locate an agency near you. You can visit their websites for additional information and contact them for assistance with your housing goals or concerns.

Agency	Telephone	Website
BALANCE	888-456-2227	https://www.balancepro.org/
Consumer Credit Counseling Service of MD and DE	800-642-2227	http://www.cccsmd.org
Garden State Consumer Credit Counseling, Inc. D/B/A Navicore Solutions	800-992-4557	http://www.navicoresolutions.org
GreenPath, Inc.	888-860-4167	http://www.greenpath.org
HomeFree-USA	855-493-4002	https://HomeFreeUSA.org
Housing Options Provided for the Elderly (HOPE)	314-776-0155	https://hopeforseniorsstl.org/
Mon Valley Initiative	412-464-4000	http://www.monvalleyinitiative.com
Money Management International, Inc.	866-232-9080	http://www.moneymanagement.org
National Association of Real Estate Brokers Investment Division, Inc.	510-268-9792	https://www.nidhousing.com/
National Foundation on Credit Counseling	800-388-2227	http://www.nfcc.org
Nueva Esperanza Inc	215-324-0746	http://www.esperanza.us
Rural Community Assistance Corporation	916-447-2854	http://www.rcac.org
Telamon Corporation	919-851-7611	http://www.telamon.org