

**PROPOSAL
SOLICITATION #20
Developer for HOME- ARP Affordable Rental Housing Project**

FROM:
Broward Housing Solutions (BHS)
305 Southeast 18th Court
Fort Lauderdale, FL 33316

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February 6, 2023

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Executive Summary

The Broward County Community Development Organization, DBA Broward Housing Solutions (BHS) proposes to use \$1,071,215 in HOME-ARP funds to acquire and renovate a multi-family apartment complex to house 6-10 individuals aged 55 and older, who are homeless or very low-income and also have mental illness. Founded in 1993, BHS is a Certified Community Housing Development Organization (CHDO) headquartered at 305 SE 18th Ct in Fort Lauderdale. BHS' mission is to provide quality, permanent, affordable and independent housing opportunities to meet the needs of low-income or homeless people who also have mental illness.

The multi-family complex acquired and renovated with HOME-ARP funds will become part of BHS' Senior Solutions program for homeless or very low-income people 55 years old and older. As with all of its programs, BHS will set monthly rent for this complex per HUD guidelines at no more than 30% of each tenant's monthly income. BHS uses a Permanent Supportive Housing (PSH) model, and in addition to affordable housing, all clients receive wrap-around case management services to stabilize their mental health and provide them with the support they need to maintain affordable housing.

BHS is a 30-year-old organization led by an experienced Executive Team, based in the Fort Lauderdale office, consisting of: Lisa Vecchi, President and CEO; David Mathias, Controller; and Amanda MacCormack, Chief Program Officer. The organization specializes in affordable housing and has been receiving federal funds since its founding in 1993. BHS therefore possesses both the experience and the expertise to effectively manage HOME-ARP funds. In recent years, BHS has grown its services for seniors and has been recognized by the Jim Moran Foundation and other community organizations for its success in housing low-income seniors.

Furthermore, BHS is financially stable and well-positioned for this expansion. As shown in the documentation attached to this grant, BHS is prepared to contribute \$400,000 in other grant funds and bank financing (37.3% of the HOME-ARP grant amount) to bring the project to fruition.

BHS is already working with an experienced realtor with whom the organization has an existing relationship to identify and secure a suitable multi-family complex for renovation and occupancy of its seniors. In addition, BHS will retain Fort Lauderdale architectural planner, Gustavo Carbonell as the designer for the project; Mr. Carbonell was previously retained by BHS and was instrumental in the architectural planning and rehabilitation of several of its affordable housing locations throughout Broward County. Once funds are secured, BHS will acquire a property and finalize plans with the goal of beginning construction in late spring of 2023. The organization therefore anticipates that the new complex will be fully occupied by June 30, 2024.

4.2.3. Approach to Scope of Work

Broward Housing Solutions (BHS) will use HOME-ARP funds to develop multi-family affordable rental housing complex(es) in Fort Lauderdale to house up to 18 individuals over 55 who are homeless or very low-income and also have mental illness. There are currently only 16 affordable rental units for every individual or family in Broward County in need. Individuals with mental illness face additional barriers to obtaining affordable housing because untreated or undertreated mental illness can prevent individuals from obtaining or maintaining the employment necessary to afford rent. BHS' use of HOME-ARP funds will therefore help advance the City of Fort Lauderdale and Broward County's goals of adding affordable rental housing units to our area's supply.

Both the City of Fort Lauderdale and Broward County as a whole face a significant shortage of affordable housing. The Broward County 2020-2024 Consolidated Plan finds that in Broward County, 61.3% of renters pay more than 30% of their monthly income in housing costs (page 24). In some Fort Lauderdale census tracts, as many as 44.9% of renters are cost-burdened (map page 21). This leaves renters struggling to afford other basic needs, including food, transportation, and healthcare. As the Consolidated Plan notes, this problem is particularly prevalent for individuals or families earning below 50% of the Area Median Income (page 27). Some of these individuals and families ultimately cannot afford housing and become homeless. As a result, one of the City of Fort Lauderdale's priorities for 2022 is to address homelessness by providing "attainable housing opportunities for the City's homeless population" (<https://www.fortlauderdale.gov/government/city-commission/office-of-the-mayor-city-commission/laudertrac>).

BHS' proposal also addresses other concerns highlighted in the Broward County Consolidated Plan: the heightened needs of very low-income renters and the quality of housing units. Nearly all BHS clients earn less than 50% of the Area Median Income; many survive only on Social Security Disability Income (currently \$914/month). Across its programs, and per HUD guidelines, BHS' very low-income families pay as a contribution towards rent not more than 30% of the family's adjusted income. This helps support the continued financial viability of the project and ensures that rent remains affordable for the tenant to afford other necessities. The Consolidated Plan also finds that, in addition to being cost-burdened by rent, families earning less than 50% of the Area Median Income are also likely to face problems with the suitability of their homes. Units may lack kitchen facilities, lack complete plumbing, or be too small for the number of people occupying them (page 27). BHS prides itself on providing high-quality, fully-equipped apartments maintained to a high standard, and potential tenants are matched with apartments that suit their family size and composition. In addition to quality apartments, BHS complexes offer laundry facilities, courtyards with picnic tables, generous lush play areas for children, and Wi-Fi capabilities.

Finally, BHS' plan targets adults over 55, a population identified in the Broward County Consolidated Plan as a population with special needs (page 44). The Consolidated Plan notes that

the elderly, in particular, require housing with ready access to health care, shopping, and social networks (page 45). BHS always seeks to locate its properties near services and public transportation stops to ensure access, and this project will be no exception; the organization will consciously seek out property(ies) that will place clients within easy reach of these vital services.

To ensure that seniors with mental illness are able to both obtain and maintain affordable housing, BHS uses an evidence-based Permanent Supportive Housing (PSH) model. Upon moving into an apartment, each client is matched with a case manager who helps coordinate mental health treatment, benefits assistance, and other wrap-around and supportive services such as job application assistance. Regular meetings with case managers ensure clients' continued suitability for independent living and allow staff to intervene when clients seem to be declining.

In addition to directly improving the lives of clients, BHS' approach contributes to stronger communities in Broward County. BHS' properties are scattered throughout Broward County and do not look like "affordable housing projects." By integrating low-income individuals with mental illness into the wider community, BHS' programs contribute to a reduction in stigma and an increase in acceptance of these individuals.

The property funded with HOME-ARP funds would become an expanded part of BHS' Senior Solutions program. In recent years, BHS has added two dedicated properties housing 20 individuals over 55 who are very low-income and have mental illness. This program is expanding because the need for housing for these individuals is expanding as the population of South Florida ages. Our most recent Senior Solutions projects, funded in part by the Jim Moran Foundation and other leverage opportunities, have required approximately one year from site selection to completion. Given the current construction environment, we anticipate that this project will follow a similar timeline (a more detailed timeline can be found in Attachment 1):

April 2023: Site Location and Purchase; Secure Permanent Financing

May 2023-December 2023: Construction

December 2023-January 2024: Exterior Finishing

January 2024-February 2024: Finish Electrical, Plumbing, and Hardware

February 2024: Final Punch-Out

March 2024: Initial Client Move-Ins

June 2024: All Units Occupied

BHS is a certified Community Housing Development Organization (CHDO) and, over 30 years of operations, has built considerable experience developing and opening new projects while sustaining current programs. The organization's recent Senior Solutions 1 and Senior Solution 2 acquisitions and opening (described above) is only one example. In prior years, BHS has developed complexes for homeless veterans, youth aging out of foster care, and homeless adults and families. The team includes experienced finance professionals and clinical and housing direct service providers under the leadership of CEO Lisa Vecchi, MBA, who has led the organization since 2008 and possesses considerable experience in housing, healthcare management, and business development. During her time at BHS, Ms. Vecchi has worked with several construction

teams to ensure that new properties meet high standards. In preparation for this project, BHS is currently working with a seasoned real estate professional who has identified several multifamily locations in Fort Lauderdale. This agent aided us in the acquisition and rehabilitation of Senior Solutions 2 property and will help us to be ready to begin work as soon as possible.

4.2.4 Organizational Experience and Financial Capacity

Broward County Community Development Corporation, DBA Broward Housing Solutions (BHS) is a 501(c)3 nonprofit certified Community Housing Development Organization registered in the state of Florida (contact information included below). BHS was founded in 1993 to respond to the lack of housing in Broward County for homeless and very low-income people who also have mental illness. For 30 years, BHS has been providing quality, affordable, and independent housing in owned and operated properties and through partnerships with third-party landlords. Clients pay no more than 30% of their monthly income in rent, and the remaining costs of housing are covered by rental subsidies. BHS funds these subsidies through a combination of federal, state, local, and private foundation grants and contributions from individuals.

Since its founding in 1993, BHS has received over 14 HOME grants. These grants have been used to acquire multiple properties and are detailed below. Other federal grants (also included in the list below) have funded both property acquisition and rental subsidies throughout BHS' 30-year tenure as affordable housing provider. BHS understands the HOME-ARP guidelines to allow funds to be used for the "Production or Preservation of Affordable Housing" for individuals who are homeless or at-risk of homelessness. BHS' project meets both of these guidelines. The organization will acquire a multi-family apartment complex(es) and renovate it to house BHS clients. All funds will cover development, acquisition, and rehabilitation costs and will not be used for BHS' operational expenses. Most BHS clients were homeless before moving into one of the organization's apartments and those who were not homeless were at high risk of homelessness due to a combination of financial instability and the health and employment instability often caused by mental illness.

BHS is committed to ensuring that homeless and very low-income people in Broward County continue to have access to quality, affordable, independent housing. To this end, the organization views every acquisition, renovation, and building improvement through the lenses of economic and environmental conservation. BHS has sustained its programs for 30 years by diversifying funding sources and continually seeking new revenue streams. The organization is led by a board of dedicated volunteers who have the expertise and passion required to successfully launch and sustain an expansion of the Senior Solutions program. Current and past funders include Janssen Pharmaceutical Companies of Johnson & Johnson; United Way of Broward County; Bank of America; Bank United; the Francis and Adeline Sines fund at The Community Foundation of Broward; the NextFifty Initiative; and the Glick Family Foundation. BHS is pursuing additional opportunities through the United Way of Broward County's Challenge Grant from the McKenzie Scott Fund and TD Bank, among others. Our local community partners demonstrated their ongoing commitment to our mission in a variety of ways. For example, local businesses and individuals have provided in-kind donations and reduced rates averaging 10-20% for professional services, program materials, information technology, legal, business sponsorships, and volunteer hours in support of our mission, including the expansion of our Senior Solutions program.

BHS has boasts considerable human resources. Its team of 20 individuals includes 3 finance professionals, a Chief Program Officer, 8 housing specialists/case managers, 4 maintenance team members, 2 administrative office staff, and an HR Generalist, all working under the President and CEO. These team members work together to ensure that clients are supported in homes that are well-maintained. An organizational chart is included in section 4.2.4.1 and more information about these team members and the resumes of key leaders can be found in the Key Staff Narrative in section 4.2.4.2.

Contact Information:

Broward County Community Development Corporation, DBA Broward Housing Solutions (BHS)

Contact Person: Lisa Vecchi, President and CEO

Address: 305 Southeast 18th Court, Fort Lauderdale, FL 33316

Phone: (954) 764-2890

Fax: (954) 764-0036

Email: lisav@browardhousingsolutions.org

Website: www.browardhousingsolutions.org

Demonstrated Proof of Financial Capacity:

Three years of income statements appear in the following pages. The organization's most recent complete audit is also included under "History and Current Status of the Proposer."

Financial Reference:

Robert E. Hummel

Executive Vice President

BankUnited, N.A.

7765 NW 148th Street

Mail Code 2-CRE

Miami Lakes, FL 33016

Phone: (305) 231-6511

Fax: (305) 569-3456

bhummel@bankunited.com

Broward County Community Development Corporation, Inc.
d/b/a Broward Housing Solutions, Inc.

STATEMENT OF ACTIVITIES

For the year ended June 30, 2020

	Without Donor Restrictions	With Donor Restrictions	Total
Support and other revenue:			
Support:			
Governmental grants and contract revenue	\$ 2,419,197	\$ -	\$ 2,419,197
Rent	631,380	-	631,380
Forgiveness of debt	90,895	-	90,895
Contributions	46,240	289,084	335,324
Other	99,336	-	99,336
Net assets released from restriction	235,790	(235,790)	-
Interest income	8,207	-	8,207
Net gain from insurance proceeds	132,948	-	132,948
Total support and other revenue	<u>3,663,993</u>	<u>53,294</u>	<u>3,717,287</u>
Expenses:			
Program services:			
Housing program	<u>3,170,211</u>	-	<u>3,170,211</u>
Total program services	<u>3,170,211</u>	-	<u>3,170,211</u>
Supporting services:			
Management and general	288,688	-	288,688
Fundraising	<u>36,224</u>	-	<u>36,224</u>
Total support services	<u>324,912</u>	-	<u>324,912</u>
Total expenses	<u>3,495,123</u>	-	<u>3,495,123</u>
Change in net assets	168,870	53,294	222,164
Net assets - beginning of year	<u>3,603,604</u>	<u>19,403</u>	<u>3,623,007</u>
Net assets - end of year	<u><u>\$ 3,772,474</u></u>	<u><u>\$ 72,697</u></u>	<u><u>\$ 3,845,171</u></u>

Broward County Community Development Corporation, Inc.
d/b/a Broward Housing Solutions, Inc.

STATEMENT OF ACTIVITIES

For the year ended June 30, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
Support and other revenue:			
Support:			
Governmental grants and contract revenue	\$ 2,439,891	\$ -	\$ 2,439,891
Rent	597,776	-	597,776
Forgiveness of debt	60,931	-	60,931
Contributions	97,056	-	97,056
Other	369,263	-	369,263
Net assets released from restriction	72,697	(72,697)	-
Interest income	2,346	-	2,346
Total support and other revenue	<u>3,639,960</u>	<u>(72,697)</u>	<u>3,567,263</u>
Expenses:			
Program services:			
Housing program	3,269,219	-	3,269,219
Total program services	<u>3,269,219</u>	<u>-</u>	<u>3,269,219</u>
Supporting services:			
Management and general	305,367	-	305,367
Fundraising	28,001	-	28,001
Total support services	<u>333,368</u>	<u>-</u>	<u>333,368</u>
Total expenses	<u>3,602,587</u>	<u>-</u>	<u>3,602,587</u>
Change in net assets	37,373	(72,697)	(35,324)
Net assets - beginning of year	<u>3,772,474</u>	<u>72,697</u>	<u>3,845,171</u>
Net assets - end of year	<u>\$ 3,809,847</u>	<u>\$ -</u>	<u>\$ 3,809,847</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

CONSOLIDATED STATEMENTS OF ACTIVITIES

For the year ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
Support and other revenue:			
Support:			
Governmental grants and contract revenue	\$ 2,435,018	\$ -	\$ 2,435,018
Rent	670,335	-	670,335
Forgiveness of debt	53,284	-	53,284
Contributions	11,856	1,306,255	1,318,111
In-kind contributions	169,217	-	169,217
Other	11,721	-	11,721
Net assets released from restriction	857,957	(857,957)	-
Interest income	1,747	-	1,747
Total support and other revenue	<u>4,211,135</u>	<u>448,298</u>	<u>4,659,433</u>
Expenses:			
Program services:			
Housing program	3,337,852	-	3,337,852
Total program services	<u>3,337,852</u>	<u>-</u>	<u>3,337,852</u>
Supporting services:			
Management and general	327,185	-	327,185
Fundraising	30,331	-	30,331
Total support services	<u>357,516</u>	<u>-</u>	<u>357,516</u>
Total expenses	<u>3,695,368</u>	<u>-</u>	<u>3,695,368</u>
Change in net assets	515,767	448,298	964,065
Net assets - beginning of year	3,809,847	-	3,809,847
Net assets - end of year	<u>\$ 4,325,614</u>	<u>\$ 448,298</u>	<u>\$ 4,773,912</u>

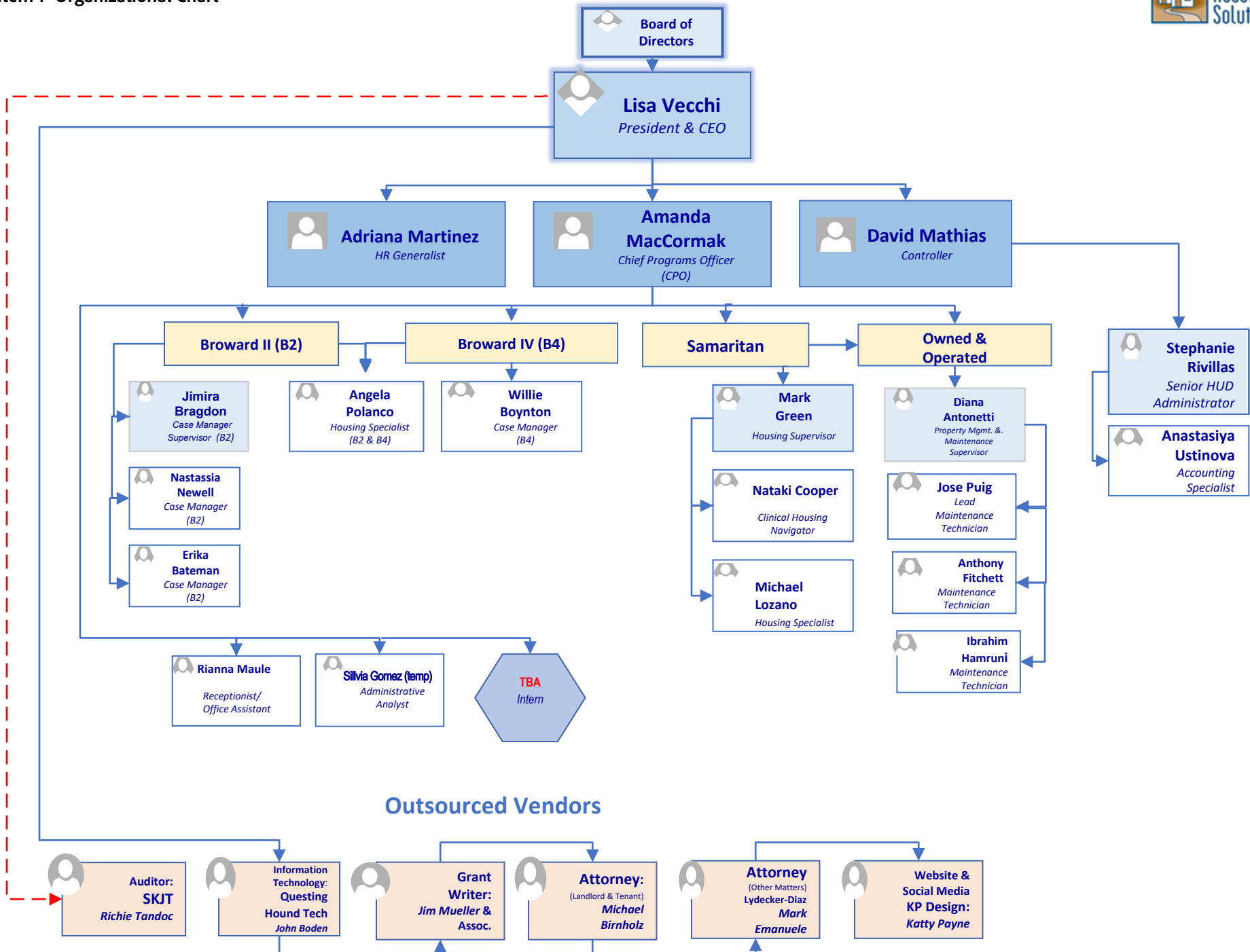
Broward Housing Solutions (BHS)
Prior Experience Working with Federal Funding:

Since its founding in 1993, BHS has received many federal grants. Below please find a list including

1. \$6,000: HOME- City Ft. Lauderdale / Clusters 2 (1996)
2. \$164,549: HOME- Brow Co/ Clusters 2; City Ft. Lauderdale (1996)
3. \$254,000: HOME/CHDO; Clusters 3 (1997)
4. \$272,050: HOME/CHDO; Clusters 4 (1998)
5. \$501,020: HOME/CHDO: 25/26th Year; Clusters 6 (1999)
6. \$200,000: BC HOME/Broward County; Clusters 6 (2000)
7. \$535,000: HOME/CHDO; Clusters 5 (2000)
8. \$143,196: (rehab)/HOME- Broward County; Clusters 8 (2002)
9. \$232,764: Renovations/Brow. Cty HOME; Clusters 9 (2003)
10. \$269,137: BC HOME CHDO 00/01 & 02/03; Woodside Gardens (2004)
11. \$54,224: BC HOME; Woodside Gardens (2004)
12. \$36,000: Broward County HOME AHP; CHDO House on 21st Ave. (Lease-to-Buy) (2004)
13. \$300,000: BC HOME CHDO; Wilson Gardens (2005)
14. \$49,000: HOME 9/06; Wilson Gardens (2005)
15. \$349,000: Broward County HOME; Youth Solutions for Wilson Gardens (2005)
16. \$323,361: Broward County HOME; Youth Solutions for Woodside Gardens (2006)
17. \$96,674: City of Pompano Beach HOME; Avondale Villas (2006)
18. \$37,893: HUD Riverside Park (2007)
19. \$385,000: Broward County HOME; Lease-to-Buy (2008)
20. \$495,904: Samaritan 2008 (2008)
21. \$353,474.00 Samaritan Expansion Broward IV (2009)
22. \$925,964: HUD Broward II (2010)
23. \$425,748: HUD Broward III (2010-2018)
24. \$1,099,438.00 Broward II (2015)
25. \$261,091: Samaritan (2018)
26. \$276,275: Samaritan; (2019)
27. \$40,000: HUD Broward II Bonus Project (2021)

4.2.4.1- History and Current Status of Proposer
Item 1- Organizational Chart

Organization Chart As of: JANURARY, 2023



4.2.4.1- History and Current Status of Proposer
Item 2- Most Recent Audit Review

**BROWARD COUNTY COMMUNITY DEVELOPMENT
CORPORATION, INC., D/B/A BROWARD HOUSING
SOLUTIONS, INC., AND SUBSIDIARY**

Consolidated Financial Statements
and Single Audit Reports

June 30, 2022

(With Independent Auditor's Report Thereon)

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

**CONSOLIDATED FINANCIAL STATEMENTS
AND SINGLE AUDIT REPORTS**

June 30, 2022

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INDEPENDENT AUDITOR'S REPORT

Independent Auditor's Report

The Board of Directors
Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary:

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of Broward County Community Development Corporation, Inc., d/b/a Broward Housing Solutions, Inc., and Subsidiary (the "Organization"), a non-profit organization, which comprise the consolidated statements of financial position as of June 30, 2022, and the related consolidated statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2022, and the change in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibility of Management for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year from the date the consolidated financial statements are issued or available to be issued.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The schedule of expenditures of federal awards is presented for purposes of additional analysis, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*, and is not a required part of the consolidated financial statements. In addition, the schedule of state earnings and schedule of actual expenses and revenues – mental health and substance abuse is presented for purposes of additional analysis, as required by the Broward Behavioral Health Coalition, Inc., and are not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards, schedule of state earnings and schedule of actual expenses and revenues – mental health and substance abuse, are fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 3, 2022 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Sanson Kline Jacomino & Tandon, LLP

Miami, Florida
October 3, 2022

CONSOLIDATED FINANCIAL STATEMENTS

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
June 30, 2022

Assets	
Current assets:	
Cash and cash equivalents	\$ 1,012,154
Grants receivable	822,807
Other receivables	42,241
Prepaid expenses	294,957
Total current assets	<u>2,172,159</u>
Property and equipment, net	5,943,819
Deposits	89,608
Total assets	<u>\$ 8,205,586</u>
Liabilities and net assets	
Current liabilities:	
Accounts payable and accrued expenses	\$ 259,964
Deferred revenue	50,752
Tenant deposits	151,368
Mortgages and notes payable, current portion	516,556
Total current liabilities	<u>978,640</u>
Non-current liabilities:	
Mortgages and notes payable, net of current portion	2,453,034
Total liabilities	<u>3,431,674</u>
Net assets:	
Without donor restrictions	4,325,614
With donor restrictions	448,298
Total net assets	<u>4,773,912</u>
Total liabilities and net assets	<u>\$ 8,205,586</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

CONSOLIDATED STATEMENTS OF ACTIVITIES

For the year ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
Support and other revenue:			
Support:			
Governmental grants and contract revenue	\$ 2,435,018	\$ -	\$ 2,435,018
Rent	670,335	-	670,335
Forgiveness of debt	53,284	-	53,284
Contributions	11,856	1,306,255	1,318,111
In-kind contributions	169,217	-	169,217
Other	11,721	-	11,721
Net assets released from restriction	857,957	(857,957)	-
Interest income	1,747	-	1,747
Total support and other revenue	<u>4,211,135</u>	<u>448,298</u>	<u>4,659,433</u>
Expenses:			
Program services:			
Housing program	3,337,852	-	3,337,852
Total program services	<u>3,337,852</u>	<u>-</u>	<u>3,337,852</u>
Supporting services:			
Management and general	327,185	-	327,185
Fundraising	30,331	-	30,331
Total support services	<u>357,516</u>	<u>-</u>	<u>357,516</u>
Total expenses	<u>3,695,368</u>	<u>-</u>	<u>3,695,368</u>
Change in net assets	515,767	448,298	964,065
Net assets - beginning of year	3,809,847	-	3,809,847
Net assets - end of year	<u>\$ 4,325,614</u>	<u>\$ 448,298</u>	<u>\$ 4,773,912</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

CONSOLIDATED STATEMENTS OF FUNCTIONAL EXPENSES

For the year ended June 30, 2022

	Program Services	Support Services			Grand Total
	Housing Program	Management and General	Fundraising	Total	
Advertising	\$ 13,769	\$ 3,390	\$ -	\$ 3,390	\$ 17,159
Community support and activities	160,772	643	-	643	161,415
Condominium dues	2,787	-	-	-	2,787
Depreciation	324,097	5,843	-	5,843	329,940
In-kind goods and services	135,789	33,428	-	33,428	169,217
Information technology	31,761	7,819	-	7,819	39,580
Insurance	216,219	6,613	-	6,613	222,832
Interest	62,084	2,369	-	2,369	64,453
Maintenance and repairs	158,082	459	-	459	158,541
Office	26,212	10,793	-	10,793	37,005
Payroll taxes and employee benefits	154,895	38,132	-	38,132	193,027
Professional fees	75,357	24,439	-	24,439	99,796
Rental subsidies	910,586	-	-	-	910,586
Salaries	840,402	176,559	30,331	206,890	1,047,292
Taxes and licenses	28,832	5,357	-	5,357	34,189
Telephone	12,982	3,196	-	3,196	16,178
Travel and conferences	30,441	7,494	-	7,494	37,935
Utilities	152,785	651	-	651	153,436
Total expenses	<u>\$ 3,337,852</u>	<u>\$ 327,185</u>	<u>\$ 30,331</u>	<u>\$ 357,516</u>	<u>\$ 3,695,368</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

CONSOLIDATED STATEMENTS OF CASH FLOWS

For the year ended June 30, 2022

Cash flows from operating activities	
Change in net assets	\$ 964,065
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	329,940
Forgiveness of mortgages payable	(53,284)
(Increase) decrease in assets:	
Grants receivable	(406,715)
Other receivables	(6,031)
Prepaid expenses	(64,306)
Deposits	(86,288)
Increase (decrease) in liabilities:	
Accounts payable and accrued expenses	43,354
Deferred revenue	8,432
Tenant deposits	836
Net cash provided by operating activities	<u>730,003</u>
Cash flows from investing activities	
Purchases of property and equipment	<u>(630,540)</u>
Net cash used in investing activities	<u>(630,540)</u>
Cash flows from financing activities	
Payments on mortgages and notes payable	<u>(41,103)</u>
Net cash used in financing activities	<u>(41,103)</u>
Net increase in cash	58,360
Cash and cash equivalents - beginning of year	<u>953,794</u>
Cash and cash equivalents - end of year	<u><u>\$ 1,012,154</u></u>
Supplemental disclosures of cash flow information:	
Cash paid during the year for interest	<u>\$ 64,453</u>
Non-cash transactions:	
The Organization incurred mortgage debt in the amount of \$450,000 to purchase a building during fiscal year 2022.	

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

June 30, 2022

NOTE 1 – NATURE OF ORGANIZATION

Broward County Community Development Corporation, Inc. ("BCCDC"), d/b/a Broward Housing Solutions, Inc., was incorporated as a non-profit organization for the purpose of establishing safe, accessible, and affordable housing opportunities within Broward County, Florida for low-income individuals with special needs.

On February 15, 2022, BHS/JMF Senior Solutions 1, LLC (the "Subsidiary") was established as a limited liability company, with BCCDC being the sole member. The Subsidiary was formed for the purpose of purchasing property related to the exempt purposes of BCCDC, and carries out the business and any other lawful purpose permitted to be carried on by limited liability companies under applicable law.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This summary of significant accounting policies is presented to assist the reader in interpreting the consolidated financial statements. The policies are considered essential and should be read in conjunction with the consolidated financial statements.

A. Basis of consolidation

The consolidated financial statements include the accounts of BCCDC and its subsidiary (collectively referred to as the "Organization"). All significant intercompany balances and transactions are eliminated in consolidation.

B. Basis of presentation

The consolidated financial statements have been prepared on the accrual basis of accounting. Classification of the Organization's net assets, its revenue and expenses, and gains and losses are based on the existence or absence of donor/grantor-imposed restrictions. Net assets can be classified in the following categories:

- (i) *Net assets without donor restrictions* – consists of net assets that are not subject to donor/grantor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization, at the discretion of management and the board of directors.
- (ii) *Net assets with donor restrictions* – represent net assets subject to stipulations imposed by donors and/or grantors. Some donor/grantor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor/grantor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor/grantor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

C. Cash and cash equivalents

The Organization considers highly liquid investments with a maturity date of three months or less when purchased to be cash equivalents.

D. Allowance for doubtful accounts

Management of the Organization periodically reviews the grants and other receivable balances and provides an allowance for amounts which may be uncollectible. At June 30, 2022, management considered the grants and other receivables to be fully collectible, and therefore, no allowance for doubtful accounts was considered necessary.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Property and equipment

Property and equipment purchased by the Organization in the amount of \$2,000 or greater are capitalized and recorded at cost. Donated assets are capitalized and recorded at fair market value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets as follows:

Buildings and improvements	10-30 years
Furniture and equipment	5 years
Vehicles	5 years

Expenses for maintenance and repairs are charged to expense when incurred. Donations of property and equipment are reported as support without donor restrictions unless the donor has restricted the donated asset for a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as support with donor restrictions. Without donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated assets are placed in service, reclassifying net assets with donor restrictions to net assets at without donor restrictions that time.

F. Revenue, revenue recognition and deferred revenue

The Organization's revenue sources are primarily from governmental grants and contracts, rent and contributions. Governmental grants and contracts are recognized when the allowable costs, as defined by the individual grant or contract, are incurred and/or the unit of service has been provided. Governmental grants and contract revenue that are received in advance and not recognized because the allowable costs, as defined by the individual grant or contract, have not been incurred are considered deferred revenue. Rents due from tenants are recognized as revenue when due, generally on the first day of each month. Rents received in advance of the due date are reported as deferred revenue. Contributions are recognized as revenue when the donor's commitment is received.

Contributions are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor/grantor-imposed restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are classified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions whose restrictions are met in the same reporting period are reported as support without donor restrictions.

G. Donated goods and services

The Organization receives in-kind contributions of time and pro bono services from members of the community and volunteers related to program and support services of the Organization. Donated services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. The Organization recognizes in-kind contribution revenue and a corresponding expense in an amount approximating the estimated fair value at the time of the donation.

During the year ended June 30, 2022, the Organization received donated services totaling \$162,917 for governance and legal services, information technology services, pest control, and other professional services. There were no donor-imposed restrictions associated with the donated services.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Donated goods and services (continued)

Donated governance and legal services are valued at the standard hourly rates charged for those services. Donated information technology services, pest control and other professional services are valued using current rates charged for those services.

H. Functional allocation of expenses

Expenses are summarized on a functional basis in the statement of activities and the statement of functional expenses. Expenses are generally charged directly to the program and management and general categories based on specific identification, although certain indirect expenses have been allocated based on management estimates.

I. Income taxes

BCCDC is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code and Chapter 220.13, Florida Statutes, respectively, and is classified as an organization other than a private organization. The Subsidiary has been disregarded for federal income tax purposes as permitted under Treasury Regulations §301.7701-3(b) (1) (ii). Accordingly, no provision for income taxes has been recorded. Management has determined that there was no unrelated business income for the year ended June 30, 2022.

The Organization recognizes and measures tax positions based on their technical merit and assesses the likelihood that the positions will be sustained upon examination based on the facts, circumstances and information available at the end of each period. Interest and penalties on tax liabilities, if any, would be recorded in interest expense and other non-interest expense, respectively. The Organization does not believe it has taken any material uncertain tax positions, and accordingly, it has not recorded any liability for unrecognized tax benefits. The Organization is subject to routine audits by a taxing authority. As of June 30, 2022, the Organization was not subject to any examination by a taxing authority.

J. Compensated absences

Employees of the Organization are entitled to paid vacations, sick, and other time off depending on job classification, length of service and other factors. The Organization's policy is to recognize the costs of compensated absences as incurred. At June 30, 2022, the accrued compensated absences total \$41,087, and are included in accrued expenses on the statement of financial position.

K. Use of estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the consolidated financial statements and accompanying notes. Although these estimates are based on management's knowledge of current events and actions it may undertake in the future, they may ultimately differ from actual results.

L. Subsequent events

The Organization evaluated subsequent events through October 3, 2022, the date the consolidated financial statements were available to be issued.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

L. Subsequent events (continued)

On July 7, 2022, a second subsidiary, BHS/JMF Senior Solutions 2, LLC (the "Senior Solutions 2"), was established as a limited liability company, with BCCDC being the sole member, for the purpose of purchasing property related to the exempt purposes of BCCDC. As such, on July 22, 2022, Senior Solutions 2 purchased a building in the amount of \$915,000, of which \$475,000 was financed as a mortgage note payable to a bank, at a fixed rate of interest of 2.95%, 30-year amortization period, maturing in 10 years.

NOTE 3 – AVAILABILITY AND LIQUIDITY

The Organization regularly monitors the availability of resources required to meet its operating needs, and manages its liquidity by operating within a prudent range of financial soundness and stability and maintaining adequate liquid assets to fund near-term operating needs. In addition, the Organization anticipates, on an annual basis, collecting sufficient revenue to cover general expenses not covered by donor/grantor-restricted resources.

The following reflects the Organization's financial assets at June 30, 2022, reduced by amounts that are not available to meet general expenses within one year of the statement of financial position date:

	<u>Amount</u>
Financial assets at year-end:	
Cash and cash equivalents	\$ 1,012,154
Grants and other receivables	865,048
Total financial assets	1,877,202
Less amounts not available to be used within one year:	
Net assets with donor restrictions	(448,298)
Financial assets available to meet general obligations over the next twelve months	<u>\$ 1,428,904</u>

NOTE 4 – PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2022 consist of the following:

	<u>Amount</u>
Buildings and improvements	\$ 9,520,196
Furniture and equipment	200,733
Vehicles	70,233
	9,791,162
Less accumulated depreciation	(5,445,457)
	4,345,705
Construction in-progress	19,701
Land	1,578,413
Property and equipment, net	<u>\$ 5,943,819</u>

Certain properties are pledged or subject to liens (see Note 5). Depreciation expense for the year ended June 30, 2022 totaled \$329,940.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 5 – MORTGAGES AND NOTES PAYABLE

Mortgages and notes payable at June 30, 2022 consist of the following:

	<u>Amount</u>
Mortgage note payable to Broward County, payment of principal and interest deferred for a period of 30 years from June 2012 to June 2042. The original loan (\$523,640) is being forgiven by the lender ratably over 30 years, provided the Organization satisfies the usage requirements contained in the note. The note is collateralized by residential property with a book value of approximately \$463,500 (Fourplex).	\$ 349,093
Mortgage note payable to Broward County, payment of principal and interest deferred for a period of 20 years from August 2002 to August 2022. The original loan (\$501,020) is being forgiven by the lender ratably over 20 years, provided the Organization satisfies the usage requirements contained in the note. The note is collateralized by residential property with a book value of approximately \$799,400 (Cluster 6).	3,132
Mortgage note payable to Broward County, payment of principal and interest deferred for a period of 30 years from January 2007 to January 2037. The original loan (\$323,361) is being forgiven by the lender ratably over 30 years, provided the Organization satisfies the usage requirements contained in the note. The note is collateralized by residential property with a book value of approximately \$379,100 (Woodside).	156,292
Mortgage note payable to Broward County, payment of principal and interest deferred for a period of 30 years from July 2014 to July 2044. The loan of \$200,000 is to be forgiven by the lender after 30 years, provided the Organization satisfies the usage requirements contained in the note. The note is collateralized by residential property with a book value of approximately \$224,000 (Cluster 11).	200,000
Mortgage note payable to Broward County, payment of principal and interest deferred for a period of 30 years from March 2008 to March 2038. The total loan approved was \$178,337, \$53,337 is to be paid when the property is sold, and \$60,025 is to be forgiven by the lender after 30 years from the date of agreement of March 5, 2008 provided the occupancy requirements contained in the note are met. The note is collateralized by residential property with a book value of approximately \$195,500 (Avondale).	113,362
Mortgage note payable to Federal Home Loan Bank in the amount of \$200,000. The loan is to be forgiven by the lender after 15 years from the date of purchase of the property on June 5, 2008, provided that certain occupancy requirements as contained in the note are met. The note is collateralized by residential property with a book value of approximately \$463,300 (Riverside).	200,000

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 5 – MORTGAGES AND NOTES PAYABLE (Continued)

	<u>Amount</u>
Mortgage note payable to Housing Finance Authority, with monthly payment of principal of \$972 and no interest, with remaining balance of \$25,000 due on January 31, 2034, at which time the remaining balance will be forgiven. The note is collateralized by residential property with a book value of approximately \$799,400 (Cluster 6).	160,139
Mortgage note payable to Community Reinvestment Group, with monthly payment of principal of \$600 and no interest, with a balloon payment due on July 20, 2026. The note is collateralized by residential property with a book value of approximately \$69,600 (Palm Aire).	23,600
6.36% mortgage note payable to JP Morgan Chase Bank requiring monthly payments of principal and interest of \$2,541 to maturity (June 26, 2033), collateralized by residential property with a book value of approximately \$529,300 (Cluster 9).	241,927
6.36% mortgage note payable to JP Morgan Chase Bank requiring monthly payments of principal and interest of \$2,541 to maturity (June 26, 2033), collateralized by residential property with a book value of approximately \$513,100 (Cluster 10).	242,112
3.99% mortgage note payable to Seacoast National Bank at an original amount of \$776,000, requiring monthly payments of principal and interest of \$4,723, with the remaining balance of \$470,100 due and payable on July 1, 2027, collateralized by residential and administration property with a book value of approximately \$2,021,100 (Clusters 2, 6 and 8, administration property and Riverside)	638,982
2.639% insurance financing note with an independent company to purchase insurance policies, with a down payment of \$64,693 and quarterly payments of \$64,693, with the final payment due on March 1, 2023.	194,078
2.95% mortgage note payable to Bank United at an original amount of \$450,000, requiring monthly payments of principal and interest of \$1,885 to maturity, with the outstanding balance due and payable on February 24, 2032, collateralized by residential property.	446,873
Total mortgages and notes payable	2,969,590
Less current portion	(516,556)
Total mortgages and notes payable, net of current portion	<u>\$ 2,453,034</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 5 – MORTGAGES AND NOTES PAYABLE (Continued)

The principal maturities on the mortgages and notes payable are amortizable as follows:

Fiscal Year Ending June 30,	Notes Payable	Forgivable Loans	Total
2023	\$ 285,190	\$ 231,366	\$ 516,556
2024	94,814	28,233	123,047
2025	98,619	28,233	126,852
2026	97,428	28,233	125,661
2027	101,163	28,233	129,397
Thereafter	1,323,832	624,245	1,948,077
	<u>\$ 2,001,047</u>	<u>\$ 968,543</u>	<u>\$ 2,969,590</u>

NOTE 6 – NET ASSETS WITH DONOR RESTRICTIONS

At June 30, 2022, net assets with donor restrictions consists of contributions restricted for special purposes totaling \$448,298.

NOTE 7 – SUPPORT FROM FEDERAL, STATE, COUNTY AND OTHER AGENCIES

The grants received from the agencies listed below generally require performance by the Organization and, in certain instances, matching funds to earn the amounts awarded. The Organization is subject to grantor audits, which could result in the questioning of expenditures and other matters relating to earned grants. In management's opinion, the probability of material disallowance of amounts received is remote.

Support from Federal, State, County and other Agencies for the year ended June 30, 2022 are comprised of the following:

Agency	Contract Number	Amount
Broward Behavioral Health Coalition, Inc.	34347-20 (JH339)	\$ 544,181
	34347-20 (JH339)	111,177
Broward County – BHS Broward II Permanent Housing Project	21-CP-HIP-8278-HUD19-01	1,005,913
United Way of Broward County – Supportive Services for Broward III	1819-03-43-01	72,878
Keep Families Together MOU	-	30,000
Broward County – Match	20-CP-HCS-8278-LM	92,716
Broward County BHS Broward IV and Samaritan Expansion	21-CP-HIP-8278-HUD19-01	337,002
	21-CP-HIP-8278-HUD19-01	268,698
		<u>\$ 2,462,565</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS (Continued)

June 30, 2022

NOTE 8 – COMMITMENTS AND CONTINGENCIES

A. Concentration of risk

A substantial amount of the Organization's support is from federal grant funding. A significant reduction in the level of this support, if this were to occur, may have an adverse effect on the Organization's programs and activities.

B. Uninsured deposits

At June 30, 2022, the Organization maintains its cash and cash equivalent balances in three financial institutions, which are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per institution. Uninsured cash deposits at June 30, 2022 total \$520,232.

SINGLE AUDIT REPORTING

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the year ended June 30, 2022

Federal Grantor / Pass-through Grantor / Program Title	Assistance Listing Number	Grant / Contract Number	Passed Through to Subrecipients	Expenditures
U.S. Department of Housing and Urban Development				
Passed through Broward County, Florida:				
Continuum of Care Program	14.267	Broward II-21-CP-HIP-8278-HUD19-01	\$ 147,309	\$ 1,005,913
Continuum of Care Program	14.267	Broward IV-21-CP-HIP-8278-HUD19-01	-	337,002
Continuum of Care Program	14.267	Samantan-21-CP-HIP-8278-HUD19-01	-	268,698
Total U.S. Department of Housing and Urban Development			<u>147,309</u>	<u>1,611,613</u>
U.S. Department of Health and Human Services:				
Passed through Broward Behavioral Health Coalition, Inc.				
Block Grant for Community Mental Health Services	93.958	34347-20	-	111,177
Total U.S. Department of Health and Human Services:			<u>-</u>	<u>111,177</u>
Total Expenditures of Federal Awards:			<u>\$ 147,309</u>	<u>\$ 1,722,790</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the year ended June 30, 2022

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Note A – Basis of presentation

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of Broward County Community Development Corporation, Inc., d/b/a Broward Housing Solutions, Inc., and Subsidiary (the "Organization") under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, results of its operations, or cash flows of the Organization.

Note B – Summary of significant accounting policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note C – Indirect cost rate

The Organization did not elect to use the 10% de minimis indirect cost rate.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

SCHEDULE OF FINDINGS AND QUESTIONS COSTS

For the year ended June 30, 2022

SECTION I – SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? _____ yes X no

Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

Noncompliance material for financial statements noted? _____ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified? _____ yes X no

Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR? _____ yes X no

Identification of major federal programs:

<u>CFDA number</u>	<u>Name of federal program</u>
14.267	U.S. Department of Housing and Urban Development: Passed-through Broward County: Continuum of Care Program

Dollar threshold used to distinguish between type A and Type B programs: \$ 750,000

Auditee qualified as a low-risk auditee? X yes _____ no

SECTION II – FINANCIAL STATEMENT FINDINGS

Internal Control Over Financial Reporting – None reported.
Compliance – None reported.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Internal Control Over Compliance – None reported.
Compliance – None reported.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

SCHEDULE OF FINDINGS AND QUESTIONS COSTS (Continued)

For the year ended June 30, 2022

SECTION IV – OTHER MATTERS

- No management letter is required because there were no findings required to be reported in a management letter.
- No summary schedule of prior audit findings is required because there were no prior audit findings related to federal awards programs.

SUPPLEMENTARY INFORMATION

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

SCHEDULE OF STATE EARNINGS

For the year ended June 30, 2022

1. Total Expenditures	\$ 3,695,368
2. Less Other State and Federal Funds	(1,760,067)
3. Less Non-Match SAMH Funds	(245,918)
4. Less Unallowable Costs Per 65E-14, FAC	<u>-</u>
5. Total Allowable Expenditures (Sum of lines 1,2,3 and 4)	<u>1,689,383</u>
6. Total Amount of State Earnings (Line 5 times 75%)	1,267,037
7. Amount of State Funds Requiring match	<u>385,148</u>
8. Amount Due to Department (Subtract line 7 from line 6)	<u>\$ -</u>

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

**SCHEDULE OF ACTUAL EXPENSES AND REVENUES –
MENTAL HEALTH AND SUBSTANCE ABUSE**

For the year ended June 30, 2022

FUNDING SOURCES & REVENUES		STATE-FUNDED						Total for Non-State-Funded Covered Services or Projects	Total for All Covered Services or Projects	Non-SAMI Covered Services or Projects	Total Funding
		Mental Health				Substance Abuse					
		Outreach	Supportive Housing/Living	Incidental Expenses	Mental Health Total	Substance Abuse Total	Total for State SAMH-Funded Covered Services or Projects (B+C) D				
A		15	26	28	B	C	D	E	F	G	(B+G) H
IA. STATE SAMH FUNDING											
Current Year Funding											
Expenditure Report OCA#	Provider Subcontract#	Funding Source: F-Federal S-State FFS-Federal and State									
ME000	34,347	F/S	\$ 15,246	\$ 155,865	\$ 484,246	\$ 655,357	\$ -	\$ 655,357	\$ 655,357		\$ 655,357
Total Current Year Funding			\$ 15,246	\$ 155,865	\$ 484,246	\$ 655,357	\$ -	\$ 655,357	\$ 655,357		\$ 655,357
Carry Forward Funding											
Expenditure Report OCA#	Provider Subcontract#	Funding Source: F-Federal S-State FFS-Federal and State									
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STATE SAMH FUNDING=			\$ 15,246	\$ 155,865	\$ 484,246	\$ 655,357	\$ -	\$ 655,357	\$ 655,357	\$ -	\$ 655,357
II. OTHER GOVERNMENT FUNDING											
(1) Other State Agency Funding			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(2) Medicaid			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(3) Local Government			\$ -	\$ 35,190	\$ 57,526	\$ 92,716	\$ -	\$ 92,716	\$ 92,716	\$ -	\$ 92,716
(4) Federal Grants and Contracts			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,614,067	\$ 1,614,067	\$ 1,614,067
(5) In-kind from local govt. only			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,284	\$ 53,284	\$ 53,284
TOTAL OTHER GOVERNMENT FUNDING=			\$ -	\$ 35,190	\$ 57,526	\$ 92,716	\$ -	\$ 92,716	\$ 1,667,351	\$ 1,760,067	\$ 1,760,067
III. ALL OTHER REVENUES											
(1) 1st & 2nd Party Payments			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 670,335	\$ 670,335	\$ 670,335
(2) 3rd Party Payments (except Medicare)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(3) Medicare			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Contributions and Donations			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,402,700	\$ 1,402,700	\$ 1,402,700
(5) Other			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,747	\$ 1,747	\$ 1,747
(6) In-kind			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 169,217	\$ 169,217	\$ 169,217
TOTAL ALL OTHER REVENUES =			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,244,009	\$ 2,244,009	\$ 2,244,009
TOTAL FUNDING=			\$ 15,246	\$ 191,055	\$ 541,772	\$ 748,073	\$ -	\$ 748,073	\$ 3,911,260	\$ 4,659,433	\$ 4,659,433

See accompanying notes to the schedule of state earnings and schedule of actual expenses and revenues – mental health and substance abuse.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

**SCHEDULE OF ACTUAL EXPENSES AND REVENUES –
MENTAL HEALTH AND SUBSTANCE ABUSE**

For the year ended June 30, 2022

EXPENSE CATEGORY	SAMH COVERED SERVICES						Total for Non-State Funded Covered Services	Total for All Covered Services	Non-SAMH Covered Services	Other Support Costs (optional)	Administration	Total Expenses (D+E+G+H+I)														
	Mental Health				Substance Abuse																					
	Outreach	Supportive Housing/Living	Incidental Expenses	Mental Health Total	Substance Abuse Total	Total for State SAMH Funded Covered Services																				
A	15	16	18	B	C	(B+C) D	E	(D+E) F	G	H	I	J														
IIA. PERSONNEL EXPENSE																										
(1) Salaries	\$	110,796	\$	96,343	\$	141,488	\$	246,361	\$	-	\$	246,361	\$	624,775	\$	429,775	\$	-	\$	-	\$	176,559	\$	1,647,282		
(2) Fringe Benefits	\$	3,963	\$	26,286	\$	20,595	\$	55,859	\$	-	\$	55,859	\$	110,617	\$	154,895	\$	-	\$	-	\$	-	\$	39,132	\$	193,027
TOTAL PERSONNEL EXPENSE =	\$	14,775	\$	122,449	\$	162,083	\$	299,219	\$	-	\$	299,219	\$	736,414	\$	1,025,626	\$	-	\$	-	\$	-	\$	214,691	\$	1,340,126
IIB. OTHER EXPENSE																										
(1) Building Occupancy	\$	-	\$	-	\$	181,425	\$	181,425	\$	-	\$	181,425	\$	1,539,106	\$	1,720,531	\$	-	\$	-	\$	-	\$	12,219	\$	1,742,750
(2) Professional Services	\$	-	\$	9,962	\$	-	\$	9,962	\$	-	\$	9,962	\$	47,296	\$	57,258	\$	-	\$	-	\$	-	\$	26,439	\$	99,566
(3) Travel	\$	-	\$	10,219	\$	-	\$	10,219	\$	-	\$	10,219	\$	20,219	\$	30,441	\$	-	\$	-	\$	-	\$	3,496	\$	33,935
(4) Equipment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
(5) Food Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
(6) Medical and Pharmacy	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
(7) Subcontracted Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
(8) Insurance	\$	-	\$	-	\$	115,021	\$	115,021	\$	-	\$	115,021	\$	181,196	\$	20,6219	\$	-	\$	-	\$	-	\$	6,611	\$	222,832
(9) Interest Paid	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	62,084	\$	62,084	\$	-	\$	-	\$	-	\$	2,589	\$	64,453
(10) Operating Supplies & Expenses	\$	-	\$	3,289	\$	-	\$	3,289	\$	-	\$	3,289	\$	15,649	\$	17,127	\$	-	\$	-	\$	-	\$	25,846	\$	113,178
(11) Other Bad Debt	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,806	\$	3,806	\$	-	\$	-	\$	-	\$	-	\$	3,806
(12) Donated Items	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	115,789	\$	115,789	\$	-	\$	-	\$	-	\$	31,428	\$	149,217
TOTAL OTHER EXPENSES =	\$	-	\$	26,581	\$	296,446	\$	313,014	\$	-	\$	313,014	\$	2,025,523	\$	2,342,455	\$	-	\$	-	\$	-	\$	112,461	\$	2,454,916
TOT. PERSONNEL & OTR. EXP. =	\$	14,775	\$	149,031	\$	458,499	\$	614,233	\$	-	\$	614,233	\$	2,751,939	\$	3,368,183	\$	-	\$	-	\$	-	\$	327,151	\$	3,695,334
IIC. DISTRIBUTED INDIRECT COSTS																										
(a) Other Support Costs (Optional)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
(b) Administration	\$	1,075	\$	11,414	\$	38,041	\$	53,529	\$	-	\$	53,529	\$	278,655	\$	327,184	\$	-	\$	-	\$	-	\$	(225,184)	\$	-
TOT. DIST. INDIRECT COSTS =	\$	1,075	\$	11,414	\$	38,041	\$	53,529	\$	-	\$	53,529	\$	278,655	\$	327,184	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL ACTUAL OPER. EXPENSES =	\$	15,842	\$	156,445	\$	496,491	\$	667,762	\$	-	\$	667,762	\$	3,026,594	\$	3,695,367	\$	-	\$	-	\$	-	\$	-	\$	3,695,368
IID. UNALLOWABLE COSTS																										
TOT. ALLOWABLE OPER. EXP. =	\$	15,842	\$	156,445	\$	496,491	\$	667,762	\$	-	\$	667,762	\$	3,026,594	\$	3,695,367	\$	-	\$	-	\$	-	\$	-	\$	3,695,368
IIE. CAPITAL EXPENDITURE																										
	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	1,013,281	\$	1,013,281	\$	-	\$	-	\$	-	\$	-	\$	1,013,281

See accompanying notes to the schedule of state earnings and schedule of actual expenses and revenues – mental health and substance abuse.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

**SCHEDULE OF ACTUAL EXPENSES AND REVENUES –
MENTAL HEALTH AND SUBSTANCE ABUSE**

For the year ended June 30, 2022

III. UNEARNED FUNDS, FUNDING ALLOCATIONS, AND EXCESS FUNDS							
III.A. Unearned Funds:		\$	(596)	\$	(584)	\$	(12,245)
		\$	(584)	\$	(12,245)	\$	(13,425)
III.B. Funding Allocations:							
Current Year Funding							
Expenditure Report OCA#	Provider Subcontract#	Funding Source: F-Federal S-State F/S-Federal and State					
			\$ -	\$ -	\$ -	\$ -	\$ -
Carry Forward Funding							
Expenditure Report OCA#	Provider Subcontract#	Funding Source: F-Federal S-State F/S-Federal and State					
			\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Allocations:			\$ -	\$ -	\$ -	\$ -	\$ -
III.C. Excess Funds:							
Excess Funds:			\$ -	\$ -	\$ -	\$ -	\$ -
Excess: Current Year Funds to be returned to Managing Entity	Funding Source: F-Federal S-State		\$ -	\$ -	\$ -	\$ -	\$ -
Excess: Carry Forward Funds to be returned to Managing Entity	Funding Source: F-Federal S-State		\$ -	\$ -	\$ -	\$ -	\$ -

See accompanying notes to the schedule of state earnings and schedule of actual expenses and revenues – mental health and substance abuse.

Broward County Community Development Corporation, Inc.,
d/b/a Broward Housing Solutions, Inc., and Subsidiary

**NOTES TO THE SCHEDULE OF STATE EARNINGS AND SCHEDULE OF ACTUAL
EXPENSES AND REVENUES – MENTAL HEALTH AND SUBSTANCE ABUSE**

For the year ended June 30, 2022

NOTE 1 – NATURE OF ORGANIZATION

Broward County Community Development Corporation, Inc., d/b/a Broward Housing Solutions, Inc. (the "Organization"), was incorporated as a non-profit organization for the purpose of establishing safe, accessible, and affordable housing opportunities within Broward County, Florida for low-income individuals with special needs.

NOTE 2 – BASIS OF PRESENTATION

The Schedule of State Earnings and Schedule of Actual Expenses and Revenues – Mental Health and Substance Abuse (the "schedules") have been prepared on the accrual basis of accounting.

The schedules were prepared in accordance with the requirements of the Broward Behavioral Health Coalition Contract No. 34347, and therefore is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE 3 – RELATED PARTY TRANSACTIONS

The Organization did not have any related party transactions for the year ended June 30, 2022.

4.2.4.2- Affordable Rental Housing Development Plan

- 1. A Detailed affordable single, or multi-family housing development plan including:**
- 2. Description of the proposed housing development program:**

Broward Housing Solutions (BHS) will utilize \$1,071,215 to add a third dedicated multi-family housing complex to our Senior Solutions program for older adults. This new development will consist of one 6-unit apartment complex located in Fort Lauderdale that will house 10-12 individuals. BHS' goal for the Senior Solutions program is to provide permanent, affordable, independent housing and reliable supportive services opportunities to homeless and low-income individuals aged 55 and older, who have a diagnosed Severe and Persistent Mental Illness (SPMI). To that end, BHS provides subsidized housing with rent set at 30% of each tenant's monthly income. By tying rent to client income, BHS ensures that clients have both safe housing and sufficient funds for other daily needs.

To maximize our clients' chances of maintaining independent housing, BHS matches each client with a case manager and dedicated housing specialists with clinical experience. Housing Specialists in the Senior Solutions program are BHS employees who help clients navigate treatment for their mental illnesses and stay on a path that makes it possible for them to live independently. Through regular client meetings, case managers monitor client progress and connect clients with services including mental health treatment, benefits assistance, and job search assistance for those able to work.

Collaborative community-based mental health providers and case managers and BHS' Housing team know that these clients' needs have evolved as they have aged. These government agency and mental health provider partners, including Broward County Elderly and Veteran Services (BCVES), Henderson Behavioral Health (HBH), and Archways also have expertise in the area of aging. And they use the National Guidelines for Behavioral Health Crisis Care to help stabilize our older adult residents. These guidelines include effective strategies for suicide prevention; a case management approach that aligns tailored treatment care plans to the unique needs of the individual; services focused on resolving mental health and substance use crisis, reducing psychiatric hospital bed overuse; resources to eliminate psychiatric boarding in emergency departments; and viable solutions to reduce and eliminate involvement with law enforcement.

As we measure the success of the Senior Solutions program, BHS tracks a number of different measures of progress. When individuals achieve these outcomes, both they and their communities thrive, and BHS aims to make this possible. These outcomes are:

- 1) Individuals gain and maintain independent, affordable housing
- 2) Individuals experience improved stability.
- 3) Individuals experience improved health.

- 4) Individuals reintegrate into society through education, employment, and/or volunteering.
- 5) Individuals are not hospitalized or incarcerated for reasons related to their mental health.

BHS measures its progress toward these outcomes through three primary methods. First, the organization tracks all of its clients to make sure they continue to meet the criteria for residence in a low-income and subsidized BHS property, including income requirements and regular meetings with case managers. To help track clients' progress toward this goal, BHS ensures that clinical assessments are carried out on all clients at least once a year to determine that they remain stable and independent and therefore able to maintain their housing. Additional assessments occur when a particular client appears to be destabilizing so that case managers can intervene. In addition, BHS staff meet regularly with the mental health partners who manage cases and refer potential new clients. These meetings provide BHS staff with early warnings about clients who are in danger of failing to meet the conditions of residency so staff can gather the resources necessary for early intervention and help them stabilize.

The second method BHS uses to track its success is regular reviews of clinical assessment data. These reviews track residents' reports on their health and wellbeing and on activities such as workforce participation and education.

Third, BHS administers regular client surveys near individuals' move-in dates that ask them to report on their experience as tenants with BHS. The surveys help BHS understand clients' satisfaction with their living situations as well as their own perceptions of their health and stability. In addition to letting staff know what perceptions individual clients have about their needs and their homes, the surveys assist BHS in tracking aggregate impacts. That is, BHS gains a clearer sense of its successes and areas for improvement by looking at the data as a whole.

In addition to changing individual lives, BHS' programs positively impact the wider Broward County community. Everyone benefits when more people live in stable, safe housing. Taxpayers do not pay for care in jails or hospitals, and more members of the community are able to contribute productively. The organization's scattered-site model, which locates affordable housing units throughout the community, also has a number of benefits for Broward County as a whole. First, its buildings integrate into the general style of the neighborhoods in which they are located. They do not look like "affordable housing projects" and therefore neither stigmatize their residents nor negatively impact the area's aesthetics. Second, this model deconcentrates poverty and locates low-income people throughout the county, leading to more vibrant and stable communities. Finally, when BHS residents live throughout a given neighborhood, they are afforded more opportunities to reintegrate and become engaged and contributing members of their communities. Other residents also benefit from the exposure to diverse experiences. And,

while exposure doesn't guarantee tolerance, it does tend to lead to greater understanding and acceptance of social differences.

Generally, BHS programs, including Senior Solutions, are highly effective. 2021 data indicate that 98% of tenants experienced increased stability after moving in to BHS housing and 87% experience improved overall health. 27% have augmented their income via employment or educational opportunities. These successes result in taxpayer savings of approximately \$1.3 million per year by preventing hospitalizations and incarcerations. We anticipate that the expanded Senior Solutions program will show similar overall results, further proving the effectiveness of BHS' model.

3. Detail listing of tasks to be undertaken:

I. Initial assessments – 1 month

- a) Work with broker to identify property for acquisition (in progress)
- b) Property review
- c) Physical condition review
- d) Operational review
- e) New building programming

II. Building the Project Management team – 1.5 months

- a) Assess internal capabilities.
- b) Assess external capabilities.
- c) Finalize project lead selection.
- d) Interview remaining vendors needed.
- e) Finalize vendor selection.
- f) All hands meeting (Senior Leadership Team & Board/Finance Committee)

III. Finalize Purchase – 2-3 months.

- a) Initial inspections
- b) Secondary inspections and bidding
- c) Purchase proposal negotiations
- d) Purchase contract negotiations
- e) Final Budgeting

IV. Property Improvements and Rehab – 6-9 months

- a) Develop Architectural and Engineering Plans
- b) Property Bidding
- c) Work Letters
- d) Permits
- e) Construction
- f) Inspection

- g) Budget refinement:
 - Project Budget
 - Operations Reserve (*to assist with Sustainability*)
- v. **Final Equipment – 2-4 months**
 - a) IT (Security Video) System
 - b) Laundry facility
 - c) Maintenance
- vi. **Certificate of Occupancy (Move Day) 0-3 months**

4. A timeline/schedule of development as well as process and completion of tasks:

See section 2.4.2, number 8, below for the complete project development schedule (Attachment 1) as well as the condensed timeline in Section 2 above.

5. Key Staff Narrative

BHS is led by a highly-qualified Executive Team who will oversee this project during development and once in operation. Resumes for Ms. Vecchi, Mr. Mathias, and Ms. McCormack follow this narrative.

BHS' President and CEO, Lisa Vecchi, has led BHS since 2008. She holds an Executive Master of Business Administration from Florida International University and has over 30 years of business experience in nonprofit and for-profit organizations. As well as ensuring that BHS provides excellent service and that the organization practices sound fiscal management, Lisa fosters a workplace culture that emphasizes teamwork, transparency, and communication. In her 15 years at BHS, she has managed the organization through changes in structure and funding sources and overseen the addition of specialized affordable housing programs serving vulnerable populations such as: chronically homeless seniors; youth aging out of foster care; homeless veterans; chronically homeless Families; single-family households; and chronically homeless single adults.

Controller David Mathias has been with BHS for six years. David is a Certified Public Accountant and oversees BHS' financial operations and compliance. David brought to BHS 15 years of experience in financial management for real estate organizations, including a decade in the nonprofit sector. Thanks to his experience in both operations and finance, David is familiar with federal programs from the low-income housing tax credit to section 8 and with the financial portion of federal, state, local, foundation, and corporate grant management.

Amanda MacCormack, Chief Programs Officer, joined the BHS team in 2022. Amanda will oversee direct service staff once the project is in operation. Amanda holds a Master of Science in Mental Health Counseling and is a Licensed Mental Health Counselor. She brings over 10 years of experience providing direct therapeutic support and leading

programs. In her previous as Program Director for a domestic violence agency, Amanda provided oversight to five departments and over 50 team members. She also managed budgets and contracts and served on the organization's Executive Team.

PROFESSIONAL PROFILE

A results-driven and motivational leader with 30-years of effective business experience. Exceeding non-profit fundraising targets, managing fiscally-conservative, cost-cutting measures. Successful at building strong community relationships while providing affordable housing *for* low-income people with disabilities who also have mental illness.

STRENGTHS

- ◆ Non-Profit Business Development ◆ Contract Negotiations ◆ Community Relationship Collaborator ◆ Fundraising
- ◆ Affordable Housing ◆ Team-Builder ◆ Passionate Leader ◆ Successful Grant-Writing (avg. 45%) ◆ Budget Planning
- ◆ Effective Decision-Maker ◆ Excellent Interpersonal *and* Multidisciplinary Project Skills ◆ Strategic Planning
- ◆ Outstanding Presentation *and* Communication Skills ◆ Promotes Positive *and* Multicultural Work Environment
- ◆ Adaptable *and* Innovative Approach to Business Planning ◆ Tri-Lingual (*Italian, Spanish and English*)

SELECTED ACHIEVEMENTS

- ◆ **Managing** all facets of a **\$4.6M** operational budget to ensure that financial, staffing & fundraising objectives are met via grant-writing, community collaborations & recommendations *for* potential affordable housing site locations.
- ◆ **Amplified** operating budget by **\$1M** – Purchasing multi-family units to provide affordable housing opportunities for low-income or homeless Seniors (ages 55+), with mental illness.
- ◆ **Collaborating** with Board of Directors to refine and implement strategic alliances and planning.
- ◆ **Providing** encouraging & motivational leadership & direction to all executives (governance and staff) to ensure continued development and management of a professional and efficient organization.
- ◆ **Establishing** effective decision-making processes enabling BHS to achieve long & short-term goals & objectives.
- ◆ **Cultivating** strong and transparent working relationship with the Board to ensure open communication regarding measurement of financial, programmatic and impact performance against stated milestones and goals.
- ◆ **Building** a diverse and inclusive Board representation of the community that is highly-engaged and willing to leverage and secure resources whereby 30% of board members reflect residents served.
- ◆ **Serving as ex-officio** of each committee, seeking & building board involvement with strategic direction *for* on-going operations of: Advocacy & Awareness; Board Development; Governance & Legal and Audit & Finance Committees.
- ◆ **Communicating effectively with Board of Directors, Staff & Stakeholders** to impact the organization of legislative, regulatory or judicial policies ensuring effective outcomes.
- ◆ **Ensuring on-going programmatic excellence**, rigorous program evaluations, & consistent quality of finance and administration, fundraising, communications, & systems, recommending timelines and resources needed to achieve strategic goals.
- ◆ **Effectively Tracking** systems for progress and evaluate program components on a regular basis so as to measure successes that can be effectively communicated to the board, funders and agency constituents.
- ◆ **Guiding**, coaching, developing, and retaining BHS' high-performance senior management team.
- ◆ **Facilitating** flow of funds making continuous progress towards the achievement BHS' mission, vision and core values to ensure proper allocation of agency needs are reflected including future income generating opportunities.
- ◆ **Streamlining** comprehensive marketing, branding & development strategies to manage consistent & efficient revenue from donors, foundations, corporations and government agencies.
- ◆ **Strengthening** infrastructure and operations.
- ◆ **Safeguarding** the delivery of high quality services while managing for current and future growth.
- ◆ **Motivating** and supporting the organization's staff.
- ◆ **Executing** cross-departmental collaboration to strengthen internal communications while promoting a positive, multicultural work environment, strategic plan, operational methods, and data collection needs.
- ◆ **Overseeing** the financial status by developing long and short range financial plans, budget monitoring, financial controls; accurately setting financial priorities to ensure compliance and to ensure that all affordable housing programs and staff operate effectively and efficiently.
- ◆ **Implementing** operational activities addressing the social need for homeless populations: *Foster Youth; Veterans; Seniors; Unaccompanied Adults* and Single-Family households.

- ◆ **Leading** a successful & consistent operations affordable housing team to help mitigate homelessness in Broward County.
- ◆ **Administering** an ultra-efficient *and* cost-cutting environment via cross-training efforts.
- ◆ **Balancing** monthly and year-to-date profit and loss/income and expense margins to balance budget.
- ◆ **Upholding** organizational culture of positive morale that embraces teamwork, transparency & effective communication.

PROFESSIONAL EXPERIENCE

- | | | |
|----------------|--|---|
| ◆ 2008–Present | President & CEO | ◆ Broward Housing Solutions • Ft. Lauderdale, FL |
| ◆ 2003–2008 | President & CEO | ◆ Comprehensive Dental Services • Hollywood, FL |
| ◆ 2002–2003 | VP/Director-Community Liaison | ◆ CareHouse Healthcare Corp. • Hallandale, FL |
| ◆ 1999–2002 | VP/Director of Operations & Sales | ◆ Health Saver Club, Inc. • Coral Gables, FL |
| ◆ 1996–1999 | Assistant Director of Client Services | ◆ IRT-PRC • Ft. Lauderdale & Margate, FL |
| ◆ 1994–1996 | Dir of Business Development & Marketing | ◆ OrNda-Tenet HealthCare • Coral Gables, FL |
| ◆ 1990–1994 | On-Board Promotions Marketing Manager | ◆ International Voyager Media • North Miami, FL |
| ◆ 1987–1990 | Corporate Sales Manager | ◆ Sheraton Inn • Fairfield, NJ |
| ◆ 1987 | Publicity & Public Relations | ◆ Thames Television • London & Edington, England |

COMMUNITY MEMBERSHIPS & AFFILIATIONS

- ◆ **CEO Peer2Peer Group (The Jim Moran Foundation):** *Member since January 2019*
- ◆ **The Alliance CEO Affinity Group:** *Member since January 2019*
- ◆ **Florida Alliance for Community Solutions, Inc.:** *Member since January 2017*
- ◆ **One Community Partnership (OCP2) Leadership Council:** *Member since April 2015*
- ◆ **South Florida Business Journal's 2014 Influential Businesswomen Awards Nominee:** *May 2014*
- ◆ **Women Leading Broward (WLB) "Up Close & Personal with Leading Women" Program:** *January-May 2014*
- ◆ **The Honor Society of Phi Kappa Phi, chapter #206 at Florida International University:** *March 2014*
- ◆ **Foster Youth-Predictive Analytic Approach Project Advisory Council:** *Member since January 2014*
- ◆ **Golden Key International Honour Society: The Florida International University Chapter:** *September 2013*
- ◆ **Mission United-United Way of Broward County: Advisory Council-Supportive Housing:** *August 2012*
- ◆ **Leadership Broward "Class 30" (aka: Class XXX):** *Graduated June 2012*
- ◆ **Broward Alliance for Neighborhood Development (BAND) •** *Serving as Board Secretary: January 2011*
- ◆ **Broward County Mental Health Task Force-Criminal Justice •** *Member since September 2010*
- ◆ **The National Alliance on Mental Health-T.I.M.E.S. (Targeting Individuals for Meritorious & Exemplary Service):** *Nov 2010*
- ◆ **The Florida Department of Substance Abuse and Mental Health Advisory Council:** *October 2010*
- ◆ **Florida Supportive Housing Coalition •** *Board Member since October 2010*
- ◆ **Broward Housing Council •** *Board Member; former Vice Chair • Serving since: January 2009*
- ◆ **Florida Supportive Housing Coalition:** *Member since April 2009*
- ◆ **Senior Executive Organization (SEO)– Leadership Broward:** *Graduated February 2009*
- ◆ **GulfCoast Jewish Family & Community Services – Advisory Council:** *Member since January 2009*
- ◆ **Nonprofit Executive Alliance of Broward (a.k.a. Broward Chamber of Nonprofit CEOs):** *Member since February 2008*
- ◆ **Mental Health Coalition of Broward County:** *Member since February 2008*
- ◆ **Broward Women's Alliance (BWA):** *Member since December 2008*
- ◆ **Broward Housing & Community Development Task Force:** *Member since October 2008*
- ◆ **The Florida Alliance of Community Development Corporations (FLACDC):** *Member since March 2008*

EDUCATION

- ◆ **Florida State University, College of Business - Jim Moran Institute for Global Entrepreneurship**
- ◆ **University of Stellenbosch–Business School of Bellville, South Africa–International Business**
- ◆ **Florida International University–** *awarded Executive Masters in Business Administration (MBA)*
- ◆ **State University of New York- F.I.T.–** *awarded Bachelor of Science (BS)*
- ◆ **Middlesex Polytechnic College – London, England: Publicity and Public Relations**
- ◆ **Maison de Sorbonne – Paris, France: Marketing and Communications**

DAVID J. MATHIAS

356 Golfview Road • North Palm Beach, FL 33408

Cell: 401.474.6084 • www.linkedin.com/in/davidjmathias • davidjmathias@gmail.com

PROFILE: CHIEF FINANCIAL OFFICER

Property Management • Community Management • Real Estate Development • Asset Management • Non-profit

Over 10+ years of success in directing financial operations, decreasing costs and improving operations

Highly-accomplished Chief Financial Officer/Controller with more than 10+ years of extensive experience directing finance operations for companies and non-profits (501(c)(3)). Solid analytical, problem solving, decision-making, and negotiation skills. Well-versed in property acquisition, financing, leasing, brokerage, management, divestiture, cash flows, budgets, projections, syndications and due diligence. Skilled in raising portfolio valuation through effective debt management, marketing, and property operations. Understand computer systems from accounting and management perspectives.

Talent for empowering multi-disciplinary teams. Earned top results on manager feedback surveys. Motivational leader with high expectations and dedication to excellence.

Examples of Financial Leadership Effectiveness

- ✓ Decreased operating budget by more than 8% from \$5.2M to \$4.8M for Newport Restoration Foundation.
- ✓ Raised investment income on idle operating funds from \$0 to \$30K for Newport Restoration Foundation.
- ✓ Increased capital base for Hope Community to provide reserves by converting under-utilized assets held by affiliated companies into current reserves.

Core Skills Include: Strategic Financial Planning • Financial Operations • Financial Analysis • Internal Controls
Cost Benefit Analysis • Budgeting • Auditing • Cash Management • Investment Management • Negotiations • Cost Savings • Efficiency Enhancement

PROFESSIONAL EXPERIENCE

GRS MANAGEMENT ASSOCIATES, INC., LAKE WORTH, FL – **CORPORATE CONTROLLER** • AUGUST 2014 – MAY 2017

Successfully integrated the combination of two similar sized dynamic and rapidly growing community management companies that managed over 200 Communities with 35,000 Owners. Created new chart of accounts and general ledger format with unique profit centers for better data analysis, combined all insurance coverages while negotiating reduced overall premiums and more comprehensive coverages, consolidated vendors, reorganized work flow and reassigned staff based on new operating procedures. Responsible for cash management and investments, 401(k) plan, capital contracts negotiations and review, corporate taxes and audits. In addition through the Director of Finance, who reported directly to me, I oversaw the community management accounting department that employed 14 staff.

- Renegotiated bank debt lowering interest rate and resulting in several thousands of annual savings.
- Discovered an internal control weakness that resulted in tens of thousands of dollars in uncollected credit card transactions, implemented new procedures that corrected the flaw and prevented reoccurrence.

- Fine-tuned financial operations so that monthly Financial Statements for 3 company's (Real Estate Brokerage Company, Real Estate Investment Company, and main Community Management Company) were issued by the 5th of the month.

Experience Continued....

NEWPORT RESTORATION FOUNDATION, INC., NEWPORT, RI - **CHIEF OPERATING OFFICER** • SEPTEMBER 2007 – APRIL 2013

In charge of all financial operations for this historic preservation, real estate property manager, and museum organization with \$5.2M revenue and 70 staff. Established standard business practices and financial disciplines. Accountable for cash management and investments, 401(k) plan, capital contracts negotiations and review, as well as reporting to the Board, taxes and audits. Directed organization's budget of \$5.2M and staff of 40 through 5 Supervisors.

- Reduced operating budget from \$5.2M to \$4.8M, an 8% annual decrease.
 - ✓ Reorganized and streamlined all accounting and reporting functions.
 - ✓ Added new software products to maximize efficiencies and strengthen internal controls.
 - ✓ Enhanced management reporting information with highly-flexible reporting structure.
 - ✓ Decreased cost of audits from \$50K to \$33.5K, a 33% reduction; sourced new auditor and instituted internal controls while improving legacy financial procedures.
- Established 1st Investment Policy Statement and increased earnings on idle operating cash by more than \$30K.
- Orchestrated transition of the Foundation's 401 (k) plan from a brother/sister related party structure to complete internal responsibility.
 - ✓ Selected new investment service providers, 3rd party administrator, and investment consultants in compliance with new ERISA regulations.
- Initiated 1st Comprehensive Capital Needs Assessment for 70 historic homes as well as the Founder's (Doris Duke) summer home now operating as an historic house museum.
 - ✓ Developed plan for funding and implementation of the recommendations.

HOPE COMMUNITY, INC., NEW YORK CITY, NY - **CHIEF FINANCIAL OFFICER** • JULY 2002 – SEPTEMBER 2007

Recruited and charged with management of all finances for this non-profit owner, manager, and developer of housing.

Organization operated through various affiliated companies with total revenue of \$30M+ and 90 staff offering subsidized housing, financial counseling and community integration. Directed daily cash management for more than 30 separate entities and budget preparation for the enterprise. Reviewed budgets for entities prepared by the Controller. Coordinated and reviewed external audits. Handled all financial transactions for new real estate developments, including participating in Request For Proposals relating to new projects, organizing financing, identifying equity investors, and evaluating /selecting best proposal and organizing transaction closings, processing monthly construction requisitions, and preparation of final cost certifications upon project completion. Directed \$1M budget and supervised staff of 8.

- Organized finance operations to enhance efficiency and insure accurate and timely financial reporting.
- Increased staff productivity.
 - ✓ Cut time to reconcile tenant accounts for subsidiary receivables from 15-20% to 1%.
 - ✓ Obtained Finance Committee approval to reduce reporting frequency from monthly to quarterly due to increased confidence in financial operations and reporting thus enabling Board to devote time to more important financial issues.

- Raised capital base to provide higher reserves; converted under-utilized assets held by affiliated companies into current reserves.
- Structured and closed numerous tax credit syndications.
- Highly-involved in negotiations and deal structuring with various joint venture partners in response to RFP's for development projects totaling in excess of \$1B.

Prior experience includes **Controller and CFO** at THE KENT COMPANIES that operated and built restaurants and single family homes/subdivisions, and **Chief Operating Officer and Treasurer** at THE MARATHON GROUP OF COMPANIES, an integrated multi-state owner, developer, and manager of shopping centers and other commercial properties, as well as **Controller** at WOLOOHOJIAN REALTY COMPANY, an owner and manager of subsidized and conventional housing, and **Senior Accountant** at LAVENTHOL & HORWATH, a large accounting firm.

EDUCATION

B.S., Accounting, University of Massachusetts

AMANDA MACCORMACK, LMHC-QS, RPT-S

Phone: (630) 248-0409 | **Email:** aevola1@gmail.com | **Address:** 1357 SW 27th Ave, Deerfield Beach, FL 33442

SUMMARY

Strong, motivated, highly committed leader that thrives in a fast-paced, collaborative, and vision driven environment. 10+ years of experience providing success-driven services to survivors of domestic violence, program management, compliance management, and community outreach. Ability to thrive in both team-based and independently motivated settings. Expert at planning and setting long term strategic plans as well as optimizing organizational efficiency by creating processes and procedures. Strong ability to lead teams through change, manage expectations, build out new programming and a positive workplace culture.

SKILLS & EXPERTISE

Acts with Integrity • Mission-Driven • Trauma-Informed and Empowerment-Based Services • Innovative • Program Development • Process Improvement • Results Driven • Critical Thinker • Problem-Solver • Effective Conflict Management and Crisis De-Escalation Skills • Active Listener • Effective Communication • Teamwork Mentality • High Level Experience with Accreditation (COA) and Monitoring • Expert in Microsoft Office, Excel, and Adobe Acrobat Pro • Ability to Lead and Develop High Functioning Teams

EXPERIENCE

WOMEN IN DISTRESS OF BROWARD COUNTY, INC. | Deerfield Beach, FL | January 2009-Present

Program Director

April 2020 – Present

- **Executive Level Leadership.** Reports directly to the CEO.
 - Attends monthly board meetings presenting critical information and updates on the agency's programs
 - Works collaboratively with senior leadership team to create goals and strategies that are aligned with the agency's mission and vision
 - Makes critical decisions as it relates to the agency's programs, grant contracts, and overall strategic direction of the departments.
- **Program Management.** Provides oversight and leadership to 5 diverse departments, 10+ programs, and 50+ staff.
- **Community Collaboration.** Establishes and maintains relationships with key community partners to form collaborative and strategic partnerships that enhance direct services and programs for domestic violence survivors. Active member of:
 - *The Broward Domestic Violence Fatality Review Team*
 - *The Broward County Domestic Violence Council Board*
- **Community Assessment.** Spearheaded the agency's community assessment plan with the goals of improving accessibility, strengthening programming, developing community collaboration strategies, and increasing community responsiveness to domestic violence.
- **Strategic Planning.** Creates strategies, goals, and provides leadership in the development of long-term strategic plans. Well-versed in translating missions and goals into operating plans with clear benchmarks and annual objectives
- **Budget Management.** Extensive background in developing and monitoring program and departmental budgets. Created procedures to improve purchasing, spending tracking, and inventory control measures.
- **Grant Management.** Works collaboratively with Director of Development to research and design high quality program proposals and contract negotiations securing over half a million dollars in private, federal, and state dollars.

- **Compliance Management.** Develops quality assurance procedures and grant outcome tracking systems to ensure data integrity and contract compliance. Provided oversight of over 20 public and private grant funding contracts.
- **Team Development.** Develops high performance team by fostering and developing collaboration across departments, leveraging everyone's strengths, improving on-boarding and training process, and building a culture of respect, diversity, and teamwork.
- **Positive Workplace Culture.** Establish trust by acting with consistency, openness, acknowledging strengths, and showing respect.
- **Data Analysis.** Creates annual agency statistics report to evaluate trends, review areas of growth and concern, and assess overall success of the program.
- **Staff Accountability.** Provides oversight and leadership in monitoring employee performance issues, implementing progressive disciplinary actions, and managing employee conflicts.

Associate Director

February 2019 – April 2020

- **Navigating Change.** Quickly adapted services, implemented COVID-Control Measures, and made critical decisions to ensure the safety of staff and clients.
- **Grant Reporting.** Managed the grant reporting process to ensure compliance with grant requirements. High level of expertise navigating databases and analyzing data.
- **Leadership Development.** Created a leadership training manual to more effectively onboard, train, and build a new Outreach Leadership Team including: 2 managers and 4 supervisors.
- **Case Management.** Modeled and implemented effective case management services for shelter residents, including goal setting, community outreach, advocacy and crisis intervention.
- **Program Development.** Envisioned, created, and executed the Community Services Coordination program to address critical medical needs of survivors of domestic violence and other barriers impacting self-sufficiency and stability.
- **Shelter Operations.** Collaborated with the Facilities Manager to provide oversight of the general operations of shelter to include general maintenance and cleanliness of the agency Emergency Shelter. Placed orders for basic need supplies and food and organized storage spaces for proper and efficient storage of all emergency shelter supplies.

Children's Services Manager

November 2015 – February 2019

- **Community Engagement.** Served as the agency's family and child welfare expert. Participated in community meetings to diminish barriers for child survivors of domestic violence and ensure batterer accountability.
- **Trauma-Informed Care and Empowerment Based Services.** Modeled and provided direct services to clients including crisis intervention, advocacy-based counseling, legal and medical advocacy, information and referrals, safety planning, and other supportive services.
- **Staff Efficiency.** Completed performance productivity review for staff members within department. Streamlined process to increase departmental efficiency and improve service delivery.
- **Grant Contract Management.** Responsible for the oversight of 8 private and public grant funding contracts including administration of yearly grant deliverables and outcomes; and ensuring all forms and client records are up-to date and in compliance with grant funding.
- **Best Practices.** Ensured services meet best practice levels set by agency standards.
- **Quality Improvement.** Collaborated with the Chief Operating Officer and the Program Director to assess current barriers to services, identify areas of improvement, and create a strategic plan to achieve strategic goals.

- **People Management.** Inspired and empowered a team of therapists and advocates to continuously grow and strengthen their skills, whom 4 were promoted within 3 years.

Child and Family Therapist

October 2014 – November 2015

- **Program Development.** Envisioned and developed the Infant Mental Health Therapy Program for parents and their children ages 0-4 that led to the future expansion of the child therapy program.
- **Form Creation.** Created child therapy intake paperwork including Infant biopsychosocial, parent-child observation form, and treatment plan.
- **Therapeutic Intervention.** Provided therapeutic intervention for children and their families by incorporating Brazelton's TouchPoints Model of Development and utilizing play therapy techniques.

Family Services Supervisor

December 2013– October 2014

- **Regulatory Compliance.** Successfully led team to excel in the Florida Coalition Against Domestic Violence's (FCADV) yearly monitoring standards and ensured services met the Council On Accreditation (COA) quality of care standards for the agency's reaccreditation
- **Children's Services Expert.** Served as an agency representative to community organizations whose primary efforts are targeted toward meeting children's needs and/or addressing family safety and lethality
- **Community Collaboration.** Continuously built and maintained working alliances with community agencies and acted as a liaison linking families with community services and resources including legal, financial, and housing assistance.
- **Enhanced Services.** Implemented family enrichment activities to enhance services and engage families into a continuum of care.
- **Program Compliance.** Reviewed program documentation to ensure compliance with agency policy and department procedures.
- **Budget Planning.** Created, managed, and reviewed family services department budget and made recommendations to better utilize and allocate funds cross line items.
- **Problem Solving.** Improved the filing system for children's file, by evaluating and establishing written procedures for file maintenance and quality assurance.

Domestic Violence Child Welfare Advocate

July 2010 – December 2013

- **Liaison.** Liaison with Broward Sheriff's Office Child Protective Investigations Section (BSO/CPIS)
- **Domestic Violence Expert and Consultant.** Encouraged sensitive, appropriate service delivery by BSO/CPIS and other community providers
- **Victim Engagement and Intervention.** Received and contacted between 80-100 new referrals each month. Provided advocacy, case management, safety planning, information on community services, and crisis counseling services for survivors involved in the child welfare system.
- **Care Coordination.** Conduct home visits with BSO/CPIS to develop safety plans, engage families in services, and increase knowledge of the dynamics of power and control
- **Group Counseling.** Facilitate a support group for female adolescents ages 12-17
- **Court Accompaniment.** Accompany participants to criminal, family, and domestic violence injunction hearings
- **Contract Reporting.** Complete monthly deliverables and annual reports in compliance with grant funding requirements
- **Clinical Supervision.** Responsible for providing clinical supervision for graduate student interns

Child Therapy Intern

January 2009 – December 2009

- Provided individual, group, and family counseling for children and adult survivors of domestic violence
- Used Play Therapy techniques to encourage appropriate expression of feelings, promote self-confidence, and encourage the development of healthy coping mechanisms
- Established an effective curriculum for the 10 and 11-year-old support group
- Recorded client's progress through the use of case notes, development of safety plans, and measured treatment goals with positive feedback

TRINTY HARBOR THERAPEUTIC SERVICES, INC. | Coral Springs, FL

Child Therapist

March 2010– October 2010

- Specialized in the use of play therapy techniques in the treatment of children with a variety of life stressors and behavioral disorders
- Utilized the sand tray to explore difficult emotions, improve problem solving skills, and reduce stress and anxiety
- Completed biopsychosocial assessments
- Developed treatment plans with established goals and measurable objectives
- Provided group therapy for children covering a variety of issues such as peer pressure, bullying, social skills, anger management, and problem solving

EDUCATION

NOVA SOUTHEASTERN UNIVERSITY | Fort Lauderdale, FL

2009

Master of Science, Mental Health Counseling

FLORIDA ATLANTIC UNIVERSITY | Boca Raton, FL

2007

Bachelor of Arts, Psychology

CERTIFICATIONS

- Licensed Mental Health Counselor
- Licensed Mental Health Counselor Qualified Supervisor
- Department of Children and Families (DCF) Core Competency
- Registered Play Therapist Supervisor

4.2.4.2 Affordable Housing Development Plan cont.

6. Organization Experience Narrative

Broward Housing Solutions (BHS) was formed in 1993 to address the obstacles to obtaining stable, affordable housing faced by Broward County's low-income, mentally ill population. That year, a task force including representatives from the Florida Department of Children and Families (DCF) identified the lack of affordable housing as a critical problem facing people with mental illness in Broward County. At the time, a Community Development Corporation (CDC) focusing specifically on those with mental illness was a new idea, as was BHS's PSH (Permanent and Supportive Housing) model of affordable housing supported by services from community-based behavioral health partners. BHS continues to provide wrap-around case management within and alongside its housing services, assisting clients with daily tasks including medication management, clinical support, financial management, and job searching. In September 1996, BHS received its CHDO (Community Housing Development Organization) Status. Currently, BHS houses 414-low-income individuals, including primary mental health clients with disabling conditions and their families. The organization's success is demonstrated both by its high retention rate (98%) and by its clients' consistently high satisfaction ratings (86%).

As it matured and grew, BHS added targeted programs for specific groups facing significant and unique challenges when attempting to find stable housing. Funds from the City of Fort Lauderdale HOME-ARP program will support one of these programs, Senior Solutions, which targets adults over 55. This program began in 2016 as a partnership with the Department of Housing and Urban Development (HUD). This original, still-operational program works with third-party landlords to help chronically unhoused older adults who have been diagnosed with a Severe and Persistent Mental Illness (SMPI) secure permanent, affordable, independent, and supportive housing. This targeted program has been highly successful and is always at full capacity. In 2021, in recognition of BHS' successes with its affordable housing for seniors, the Jim Moran Foundation awarded the organization a \$1 million grant to acquire and renovate properties reserved for seniors. These renovations are complete and 20 very low-income residents over 55 who have mental illness now reside in two multi-family complexes called Senior Solutions I and II.

HOME-ARP funds will help BHS expand this highly successful Senior Solutions program to include a third dedicated multi-family complex. BHS will implement this project by acquiring and renovating a suitable building(s). When renovations are complete, we will work with community partners including Coordinated Entry, Broward County Elderly and Veteran Services and 2-1-1 Broward, among others, to identify individuals in need who qualify for affordable housing in one of our complexes. Individuals will then move in and receive both affordable housing and stabilization support services to help them maintain that housing (for more details, see "Description of the proposed housing development project," 4.2. section 2, above).

Throughout its 30-year history, BHS has been the recipient of many federal grants. For detailed information, please see the list included under “History with Federal Funding” in Section 2, above.

7. Management Team Experience

Resumes for Lisa Vecchi, President and CEO; David Mathias, Controller; and Amanda MacCormack, Chief Programs officer are included above under 2.4.1, Section 5, “Key Staff Narrative” (pages 37-45). BHS has also identified an architect, Gus Carbonell, who will serve as a critical member of the project team. Mr. Carbonell’s bio is included below.

8. Timeline: See Attachment 1, page 50 below.

9. Financial Analysis: See Attachment 2, page 51 below.

10. Complete Rents: See Attachment 3, page 53 below.

11. Pro-forma: See attachment 4, page 54 below.



Profile Overview:

Gustavo is a high-profile professional in the IT industry. He specializes in strategic architecture and technologies that help to create new business models. More than 20 years of professional experience in diverse sectors, including working in large digitalization programs, Consultancy, Product Development, Auctions, Telecommunications, Financial Services, and Retail. Also, consultancy companies such as IBM, EDS, HP. Lately, working in small groups and environments, specializing in building companies. IT consulting capabilities, incubators and startups, and partnerships with offshoring companies. Mentor professionals and creates teams and culture with a digital mindset pursuing excellency. Lately building a Web3 team because of his passion for decentralized architectures.

Developed strategic Digital roadmaps and led complex transformation programs for enterprise customers across Australia, India, Africa, and South America. Passion for the latest architecture trends, including Microservices, event-driven architecture, Digital, Identity / API / Cloud / Security, CRM, Billing / Payment, Kubernetes, and overall enterprise Integration.

Ability to develop strategies that address business priorities and IT pain points whilst promoting the adoption of innovative technologies and innovative solutions. Key player establishing relationships with senior business and technology stakeholders and influencing outcomes using strong thought leadership.

Generalist practitioner with constant motivation to learn recent technology paradigms and apply those to real and diverse business problems. And, an advocate of Industries accelerators and robust data modelling. Mentor with a strong passion for building professionals with character in the journey.



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LICENSEE DETAILS

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Licensee Information

Name:	GUSTAVO J CARBONELL ARCHITECT PLANNER P A (Primary Name)
Main Address:	1457 NE 4TH AV FORT LAUDERDALE Florida 33304
County:	BROWARD

License Information

License Type:	Architect Business Information
Rank:	Business Info
License Number:	
Status:	Current
Licensure Date:	02/23/2006

Expires:

Special Qualifications	Qualification Effective
Corporation	02/23/2006

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ATTACHMENT 1**Project Development Schedule**

ACTUAL OR EXPECTED ACTIVITY	MONTH/DAY/YEAR
<i>Site</i>	
Acquisition	04/14/2023
Environmental Review Completed	04/24/2023
<i>Permits</i>	
Conditional Use Permit	05/09/2023
Variance	05/17/2023
Plot Plan Review	06/01/2023
Site Plan Approval	06/09/2023
Grading Permit	06/19/2023
Building Permit	06/22/2023
<i>Construction Financing:</i>	
Loan Application	N/A
Enforceable Commitment	N/A
Closing and Disbursement	N/A
<i>Permanent Financing:</i>	
Loan Application	04/03/2023
Enforceable Commitment	04/05/2023
Closing and Disbursement	04/07/2023
<i>Other Loans and Grants:</i>	
Type & Source:	Permanent Financing (Utilizing CRA Allocation)
Application	04/14/2023
Closing & Award	05/09/2023
Type & Source:	Jim Moran Foundation-Grant for Senior
Application	(Over 55) Housing
Closing & Award	05/09/2023
Type & Source	N/A
Application	N/A
Closing & Award	N/A
<i>Construction and Occupancy:</i>	
Construction Start	05/15/2023
Construction Completion	02/15/2024
Placed In Service	03/01/2024
Occupancy of All Low-Income Units	06/30/2024

ATTACHMENT 2**FINANCIAL ANALYSIS (PROJECT COSTS) – FIRST TIME HOMEBUYER
AND RENTALREHABILITATION PROJECTS**

Please see instructions (below) before completing. Complete one form for each single family project or one form for a multi-unit project.

SOURCES AND USES OF FUNDS

FUNDS AMOUNT	SOURCE	TERMS AND CONDITIONS
A.\$1,071,215.00	City of Fort Lauderdale	Grant
B.\$100,000.00	TBD/Jim Moran Foundation	Grant for Senior (Over 55) Housing
C.\$300,000.00	TBD/Bank United	Permanent Financing (Utilizing CRA Allocation)
D.		

PROJECT COSTS					
Itemized Cost	Total Cost	HOME	Source A	Source B	Source C
A. Direct Client Subsidy (Acquisition)	1,450,000.00		\$1,071,215.00	\$78,785.00	\$300,000.00
B. Hard Costs - Construction					
C. Architect / Engineering Fees					
D. Project Soft Costs					
1. Appraisal					
2. Building Permits					
3. Tap Fees					
4. Soil Borings/Environmental Survey					
5. Real Estate Attorney	\$5,000.00			\$5,000.00	
6. Construction Loan Legal					
7. Title and Recording	\$7,215.00			\$7,215.00	
8. Other	\$4,000.00			\$4,000.00	
E. Interim Costs					
1. Construction Insurance					
2. Construction Interest					
3. Construction Loan Origination Fee					

PROJECT COSTS					
F. Financing Fees and Expenses					
1. Credit Report					
2. Origination Fee					
3. Title and Recording					
4. Counsel's Fee	\$5,000.00			\$5,000.00	
G.. Developer's Fee					
H. Project Administration/Management					
1. Marketing/Management					
2. Operating Expenses					
3. Taxes					
4. Insurance					
I. Project Reserves					
1. Rent-Up Reserve (Rentals Projects)					
2. Operating Reserve					
<u>Rental Projects</u>					
J. Tenant Relocation					
I. Audit Costs					
K. Staff Costs <u>as allowable</u>					
L. Total	\$1,471,215.00		\$1,071,215.00	\$100,000.00	\$300,000.00

Line A

Amount of direct client subsidy (down payment assistance, buy down, rehab) for total project.

Line B

Total construction costs for project (list costs itemized in Line D separately). The amount estimated under this heading should cover materials and labor, the contractor's profit, and the cost of a performance bond or letter of credit provided by the contractor to insure that the project will be completed.

Probably the most realistic method of estimating construction costs is to obtain a preliminary cost from a contractor, even if one has not been formally selected. An alternative is to have your architect estimate the amount of the construction contract based on his or her experience with similar buildings.

In some cases, an architect or contractor may only wish to estimate the cost of "bricks and mortar" for actual construction. You can adjust that figure and estimate the total construction contract price by adding: (a) 3 - 4% for "general requirements"; (b) the estimated cost of a performance bond or letter of credit obtained from a bonding company or local lender; and (c) an allowance of 8 - 10% of the total of all preceding costs for the contractor's profit.

Line C

Architectural fees should be based on an estimate from the architect or on an actual agreement with the architect. These fees may be based on a certain percentage of the construction contract amount, a fee per dwelling unit, a flat fee for services, or some other basis. There will always be one fee for the design of the buildings and another for inspection and monitoring by the architect during construction. The design architect and the inspecting architect may or may not be the same.

ATTACHMENT 3

Project Rents

Project Rents: For acquisition and/or construction of rental housing projects, complete the following table for project rents.

Units Designated Low Income							
# Bedrooms	Total # of Units	#of HOME Units in Total	Unit Size (Sq. Ft)	Monthly Rent (including utilities)	Monthly Utility Allowance	Monthly Rent LESS Utility Allowance	% of Area Median Income
2	6	6	TBD	\$990.00	\$71.00	\$919.00	

Market-Rate Units							
# Bedrooms	Total # of Units		Unit Size (Sq. Ft)	Monthly Rent (without utilities)			

ATTACHMENT 4

**Complete the Project Pro Forma for the Operating Statement
(FOR RENTAL PROJECTS ONLY)
Provide a 10-year income and expense pro forma.**

OPERATING STATEMENT PRO FORMA

OPERATING INCOME		Annual Amount
1.	Gross rent potential (Tenant Portion Only (30% of Income))	\$66168.00
2.	Vacancy allowance (3% of Line 1)	\$1,985.00
3.	Effective gross rent (Line 1 minus Line 2)	\$64,183.00
4.	Other income (Laundry)	\$1,000.00
5.	Reserve for Bad Debt	
6.	Effective Gross Income	\$65,183.00
OPERATING EXPENSES		Annual Amount
7.	Management fee	
8.	Management staff costs	
9.	Legal fees	
10.	Accounting/audit fees	
11.	Advertising/marketing	
12.	Telephone	
13.	Office supplies	
14.	Other administrative Expenses (Subtotal)	
MAINTENANCE		
15.	Maintenance staff costs	\$5,000.00
16.	Elevator (if any)	
17.	Other mechanical equipment (specify)	
18.	Decorating (specify)	
19.	Routine repairs and supplies (including staff allocation)	\$7,500.00
20.	Exterminating	\$1,500.00
21.	Lawn and landscaping	\$2,000.00
22.	Garbage/trash removal	\$6,000.00
23.	Other (specify)	
24.	Subtotal	\$22,000.00

UTILITIES		
25.	Electricity	
25.A	Residential	
25.B	Commercial areas	
25.C	Common areas	\$1,000.00
26.	Heat and hot water (specify fuel)	
26.A	Residential	
26.B	Commercial areas	
26.C	Common areas	
27.	Sewer and water	\$5,000.00
	Subtotal	\$6,000.00
TAXES/INSURANCE RESERVE		
28.	Property insurance	\$15,000.00
29.	Real estate taxes (estimated value of \$ times projected tax rate of \$_____/ \$1,000) Tax exempt	\$1,000.00
30.	Reserve for replacement	
31.	Operating deficit reserve Subtotal	
32.	Total Operating Expenses (Lines 7 through 31)	\$44,000.00
INCOME AVAILABLE FOR DEBT SERVICE		
	Effective Gross Income (Line 6)	\$65,183.00
	Minus Total Operating Expenses (Line 32)	\$44,000.00
33.	Net Operating Income	\$21,183.00
34.	Debt Service Coverage Ratio Required by Lender	4%

Notes: Assumption should be clearly stated such as rent levels (including utility allowances), vacancy/collection loss rates, projected annual income and expense percentage increases, etc.). See Instructions below.

OPERATING INCOME

Line 1

"Gross rent potential" is the total annual amount collectable in rent **if** all units were occupied continuously and all tenants paid their rent. A common error (or deliberate exaggeration) in a pro forma is to assume that gross potential is the number of units times the proposed rent schedule. The error overstates gross potential because it ignores the fact that, aside from tenants renting month to month rent schedules and increases take time to implement. This is a very important consideration when evaluating a new construction or substantial rehabilitation proposal, especially if the owner claims immediate results from the rent schedule or rent increases following construction. The lease-up period can take months, if not years for a larger project, and the implementation of rent increases requires a year if one year leases are in place. In short, gross potential is not static, it changes each month as tenants move in and out. A miscalculation of the market leading to slow leasing will result in immediate and substantial cash demands on the owner.

4.2.4.2 Affordable Housing Development Plan cont.

12. Commitment from Other Funding Sources:

An investment account statement showing BHS' financial capacity and commitment to this project follows attachment 4. Once BHS has identified and acquired a property for the new Senior Solutions complex, the organization will secure dedicated financing from bank and foundation sources. As the statement shows, BHS has resources available to use for this project regardless of the timeline for securing this financing.



Primary Account: XXXX-XXXX

BROWARD CNTY COMM DEV CORP INC
DBA BROWARD HOUSING SOLUTIONS
305 SE 18TH CT
FT LAUDERDALE FL 33316-2829

WEALTH MANAGEMENT REPORT

December 01, 2022 - December 30, 2022

PORTFOLIO SUMMARY

	December 30	November 30	Month Change
Net Portfolio Value	\$409,259.79	\$408,038.78	\$1,221.01 ▲
Your assets	\$409,259.79	\$408,038.78	\$1,221.01 ▲
Your liabilities	-	-	-
Your Net Cash Flow (Inflows/Outflows)	-	-	-
Securities You Transferred In/Out	-	-	-
Subtotal Net Contributions	-	-	-
Your Dividends/Interest Income	\$1,221.01	\$1,080.86	-
Your Market Gains/(Losses)	-	-	-
Subtotal Investment Earnings	\$1,221.01	\$1,080.86	-

If you have questions on your statement,
call 24-Hour Assistance:
(800) MERRILL
(800) 637-7455

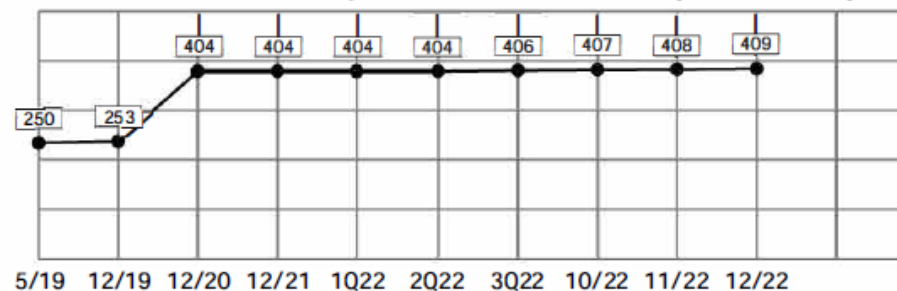
Investment Advice and Guidance:
Call Your Financial Advisor

Your Financial Advisor:
RYAN, CARLSON, PALMESANO GROUP
401 E.LAS OLAS BLVD. 9TH FLOOR
FT LAUDERDALE FL 33301
1-800-937-0279

Up-to-date account information can be viewed
at: www.mymerrill.com, where your statements
are archived for three or more years.

Questions about MyMerrill? Click the "help" tab
at the top of the screen once you log in.

Total Value (Net Portfolio Value plus Assets Not Held/Valued By MLPF&S, if any) in thousands, 2019-2022



LOOKING FOR YOUR TAX DOCUMENTS? WE WILL BEGIN MAILING THE

1099 tax reporting statement to eligible clients before the end of January. Most statements will be mailed or posted online before February 28. Sign up for online delivery to receive an email as soon as your tax documents become available for online viewing.

Merrill Lynch, Pierce, Fenner & Smith Incorporated (also referred to as "MLPF&S" or "Merrill") makes available certain investment products sponsored, managed, distributed or provided by companies that are affiliates of Bank of America Corporation (BofA Corp). MLPF&S is a registered broker-dealer, Member SIPC and a wholly owned subsidiary of BofA Corp.

Investment products: **Are Not FDIC Insured** **Are Not Bank Guaranteed** **May Lose Value**

4.2.4.2 Affordable Housing Development Plan cont.

13-15. Neighborhood Market Area Information for Units Added in the Past 12 Months:

Because BHS has not yet identified a property for purchase, information below reflects BHS own additions to the market and Fort Lauderdale's overall vacancy rate. Data for the number of rental units added to the City of Fort Lauderdale in 2022 is not yet publicly available. However, the Broward County Affordable Housing need Assessment for 2022 notes that there were 3,842 apartments started in 2021, many of which were likely completed in 2022 (p. 19).

	BHS	Fort Lauderdale
a) Units added in 2022	11	6
b) Rental Housing Vacancy Rate	2.7%	1.4%

c) Tenant Selection Plan follows the financial statement for no.12

16-17. Proposed Affordability Restrictions follow the Tenant Selection Plan.

18. Developer Experience: See Attachment 5 following the Affordability Restrictions.

19. Conceptual Design Documents: See document following Attachment 5.

4.2.4.2 Affordable Rental Housing Development Plan Section 13-15, part c- Tenant Selection Procedures



Tenant Selection Plan: Procedures for Application Processing and Screening

Subject: Tenant Selection Plan

Purpose: To document the activities that occur during the referral, application, waiting list, and tenant selection process.

Scope: The policies outlined in this operating procedure apply to prospective residents referred to Broward Housing Solutions' (BHS') owned and operated properties. BHS will complete these activities before, concurrently with, or after the eligibility determination has been made in accordance with the federally funded / HUD requirements described in Chapter 3 of this handbook.

Process: Community based Mental Health Providing agencies refer their clients (prospective tenants) identified as those who have a mental health diagnosis, low-income or homeless, case management and are able to live independently.

Using to Broward Housing Solutions' (BHS') wait list application, <https://browardhousingsolutions.org/waiting-list-application/> Community mental health providing case managers complete the application and submit on-line. Prospective residents placed on BHS' wait list are identified as clients who are low-income, able to live independently, have a diagnosed mental health (Dx) and other disabling conditions. BHS' PSH (Permanent and Supportive Housing) program(s) and, meet HUD's guidelines of 80% below AMI (Area Medium Income) and disclosure and signature abiding by the Fair Credit Reporting Act and the Fair Housing Act.

Collaborative partners and Community Based Mental Health Providing agencies include: Henderson Behavioral Health; Broward County Elderly and Veteran Services; Chrysalis; Regional and Archways. Based on vacant and available units, BHS contacts referring Case Manager and referred client.

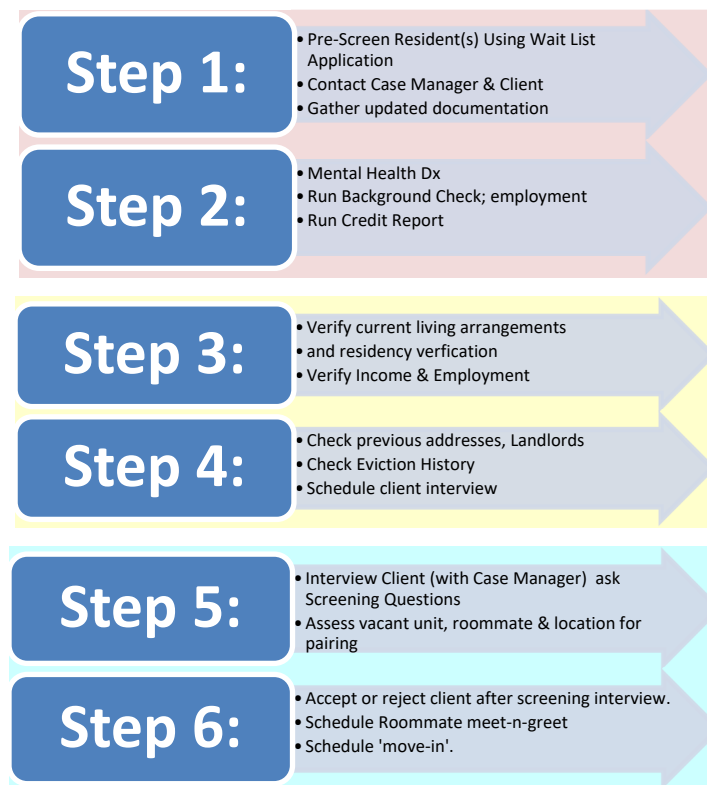
Intake 1: Once a vacant unit has been identified, BHS contacts the referring Case Manager (concurrently with the client) and performs a telephone interview. During the phone interview a variety of supporting documentation is requested, collected from both Case Managers and clients. BHS reviews: Citizenship; social security number requirements; income limits (economic mix); current and previous residence(s); mental health diagnosis; drug-related or criminal activity; employment check; credit report; background checks, and income verification. (Exhibit A). When verifying Income, BHS requests: pay stubs, tax returns, or bank statements. BHS also

contacts current employer to verify employment status and job history. In addition to pulling credit reports, BHS will also screen a tenant's background checking both state and federal criminal records to determine if the prospective tenant has a criminal history. Sex offender registries and terrorist watchlists are typically included in criminal background checks and are important to consider especially when placing individuals in family complexes.

Intake 2: Using this detailed screening process BHS is able to establish a safe and protective process for current residents residing in the potential future home and of the prospective resident. This judicious screening process supports security, safety guards for a healthier tenant-landlord relationship.

Once a compilation of background, credit, data income, employment and other eligibility criteria is verified, BHS renders the decision to accept or reject clients.

(Exhibit A)



Affordability and Deed Restrictions and How They Will Be Enforced.

Subject: Affordability, Deed Restrictions and How to Enforce.

Purpose:

The purpose of a Deed restriction or a Restricted Covenant is to protect the value of the neighboring properties by limiting the types of activities that can take place on the restricted property.

Process (General):

Broward Housing Solutions' (BHS') rental units are developed to create affordable housing opportunities to serve low-income or homeless people who also have mental illness. Broward Housing Solutions (BHS) will protect its units through a deed restriction and/or restricted covenant which will impose both maximum rents and tenant eligibility standards for a fixed period of time. (24 CFR § 401.408 - Affordability and use restrictions required).

Process (Enforcement):

Broward Housing Solutions (BHS) will self-enforce its restrictive covenants and deed restrictions. To further support the enforcement affordability and deed restrictions practices using governments sources (e.g., HOME, HUD/Federal; City), BHS will ensure that restriction specifics are recorded in public records and are evident in title searches. This practice will afford local government agencies to monitor property leasing and/or resale transactions.

Another method for enforcing affordability and deed restrictions is via the oversight by a third-party, nonprofit entity. Two (2), third-party entities which may be used are:

- 1). Independent auditor(s); and a
- 2). BHS collaborative community-based mental health partner such as Broward County Elderly and Veteran Services (BCEVS) and/or Broward County's Homeless Initiative Partnership Division.

Conclusion:

Concurrently with the process enumerated above, Broward Housing Solutions (BHS) will abide by **§ 401.408 Affordability and use restrictions required** as indicated below:

(a) General. The Restructuring Plan must provide that the project will be subject to affordability and use restrictions in a Use Agreement acceptable to [HUD](#). The Use Agreement must be recorded and in effect for at least 30 years. It must include at least the provisions required by paragraphs (b) through (j) of this section.

(b) Use restriction. The project must continue to be used for residential use with no reduction in the number of residential units without prior [HUD](#) approval.

(c) Affordability restrictions. Except during a period when at least 20 percent of the units in a project receive project-based assistance:

- (1)** At least 20 percent of the units in the project must be leased to families whose adjusted income does not exceed 50 percent of the area median income as determined by [HUD](#), with

adjustments for household size, at rents no greater than 30 percent of 50 percent of the area median income; or

(2) At least 40 percent of the units in the project must be leased to families whose adjusted income does not exceed 60 percent of the area median income as determined by [HUD](#), with adjustments for household size, at rents no greater than 30 percent of 60 percent of the area median income.

(d) **Comparable configuration.** The type and size of the units that satisfy the affordability restrictions of [paragraph \(c\)](#) of this section must be comparable to the type and size of the units for the project as a whole.

(e) **Nondiscrimination against voucher holders.** An [owner](#) must comply with the nondiscrimination provisions of [§ 401.556](#).

(f) **Enforcement.** The Use Agreement must contain remedies for breach of the Use Agreement, including monetary damages for non-compliance with paragraphs (c) and (g) of this section.

(g) **Compliance with physical condition standards.** The Use Agreement must require that the property be maintained in compliance with the requirements of [§ 401.558](#).

(h) **Reporting.** The Use Agreement must contain appropriate financial and other reporting requirements for the [owner](#). These reports must comply with the Real Estate Assessment Center protocol or subsequent standards required by [HUD](#).

(i) **Enforcement and amendment.** The Use Agreement will be enforceable by interested parties to be specified in the Agreement, which will include [HUD](#), the [PAE](#), project tenants, organizations representing project tenants, and the [unit of local government](#). The Use Agreement must require the party bringing enforcement action to give the [owner](#) notice and a reasonable opportunity to cure any violations.

(j) **Modifications.** [HUD](#) will retain the right to approve modifications of the Use Agreement agreed to by the [owner](#) without the consent of any other party, including those having the right of enforcement. The [owner](#) must post prominently on project property notice of any modifications approved by [HUD](#).

(k) **Owner obligation to accept project-based assistance.** Subject to the availability of appropriated funds, the [owner](#) of the project must accept any offer of renewal of project-based assistance if the offer is in accordance with the terms and conditions specified in the Restructuring Plan.

ATTACHMENT 5

COMPLETED PROJECTS				
Project Name	Location	Project Type	No. Of Units	Year Completed
Senior Solutions 2	7826 NW 40th Court, Coral Springs FL 33065	Affordable Rental Housing(Seniors)	5	2022
Senior Solutions 1	210 NW 12 Avenue, Fort Lauderdale FL 33311 1149 NW 2nd St, Fort Lauderdale, FL 33311	Affordable Rental Housing(Seniors)	6	2022
Riverside Park	1921 SW 4th St., Fort Lauderdale, FL 33060	Affordable Rental Housing	8	2008
Avondale Villas	330 SW 2nd St., Pompano Beach, FL 33060	Low-Income Lease to Buy (HOME)	2	2006
Wilson Gardens	1629 Wilson St., Hollywood, FL 33020	Affordable Rental Housing (Youth)	7	2006
Woodside Gardens	4121 Woodside Dr., Coral Springs, FL 33065	Affordable Rental Housing (Youth)	3	2005

Photos of Properties Listed on Attachment 5



SENIOR SOLUTIONS #2
7826 NW 40th Court, Coral Springs, FL 33065



SENIOR SOLUTIONS #1
1149 NW 2nd St, Fort Lauderdale, FL 33311



RIVERSIDE PARK
1921 SW 4th Street, Fort Lauderdale, FL 33060



AVONDALE VILLAS
330 Avondale Drive Pompano Beach, FL 33060



Youth Solutions
WILSON GARDENS
1629 Wilson Street, Hollywood, FL 33020



Youth Solutions
WOODSIDE GARDENS
4121 Woodside Drive Coral Springs, FL 33065

Conceptual Design Documents

The City of Fort Lauderdale ARP funds will aid us in procuring the multi-family complex dedicated to low-income or homeless Seniors. As such, we do not have specific or conceptual design documents; however, the below Survey Maps of recently acquired properties and rehabbed to be used as affordable housing units reflect BHS' experience as a similar activity currently in progress. These properties are named **Senior Solutions** – and are dedicated to housing low-income or homeless seniors aged 55+ who also have mental illness and other disabling conditions.

Exhibit A: Senior Solutions 1; 1149 NW 2nd Street, Fort Lauderdale, Florida 33311 (units 1-2)

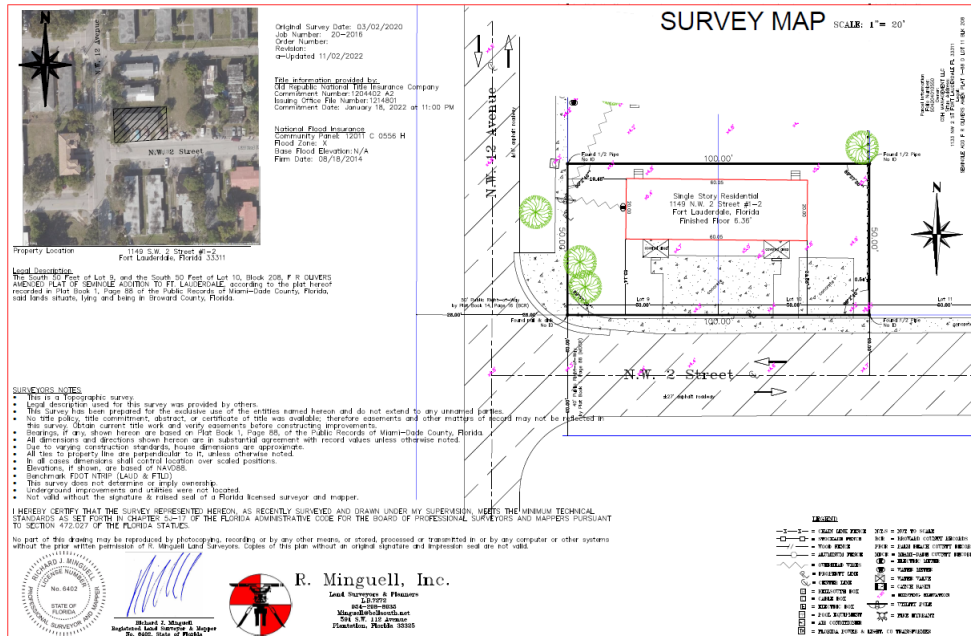
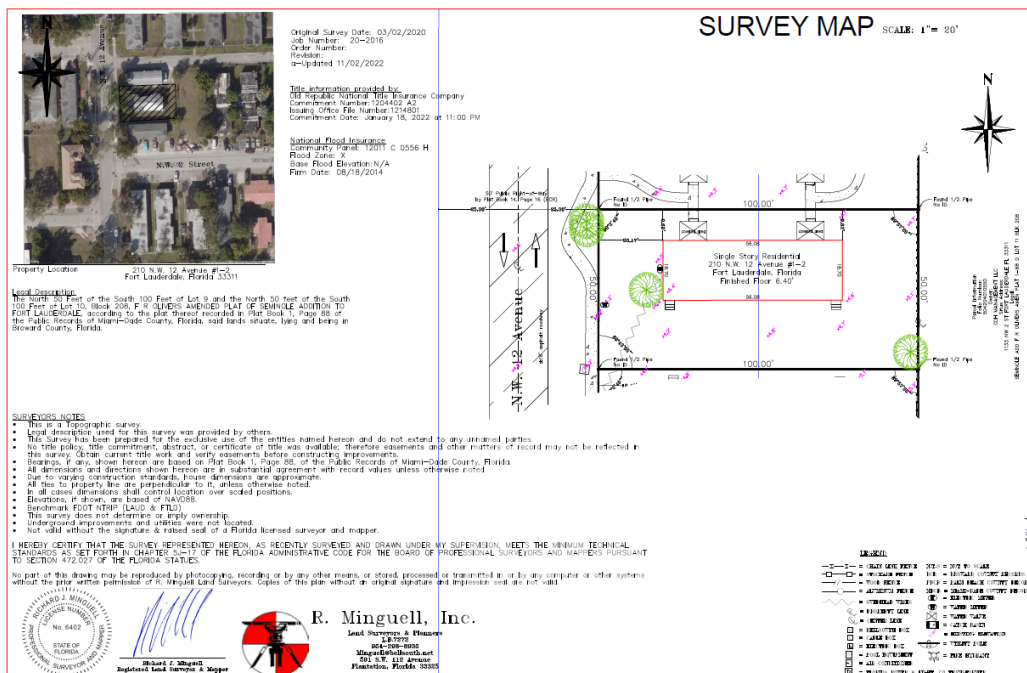


Exhibit B: Senior Solutions 1; 210 NW 12th Avenue, Fort Lauderdale, Florida 33311 (units 1 & 2)



Conceptual Design Documents

Exhibit C: Senior Solutions 1: 210 NW 12th Avenue, Fort Lauderdale, Florida 33311 (units 3 & 4)

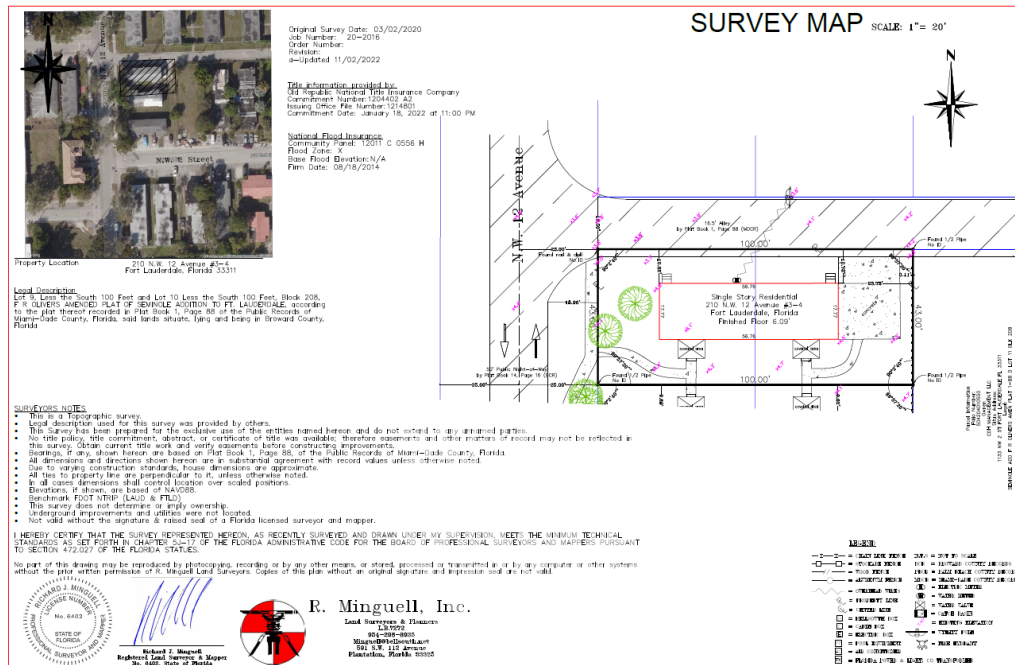


Exhibit D.(1): Senior Solutions 2; 7826 NW 40th Court, Coral Springs, FL 33065

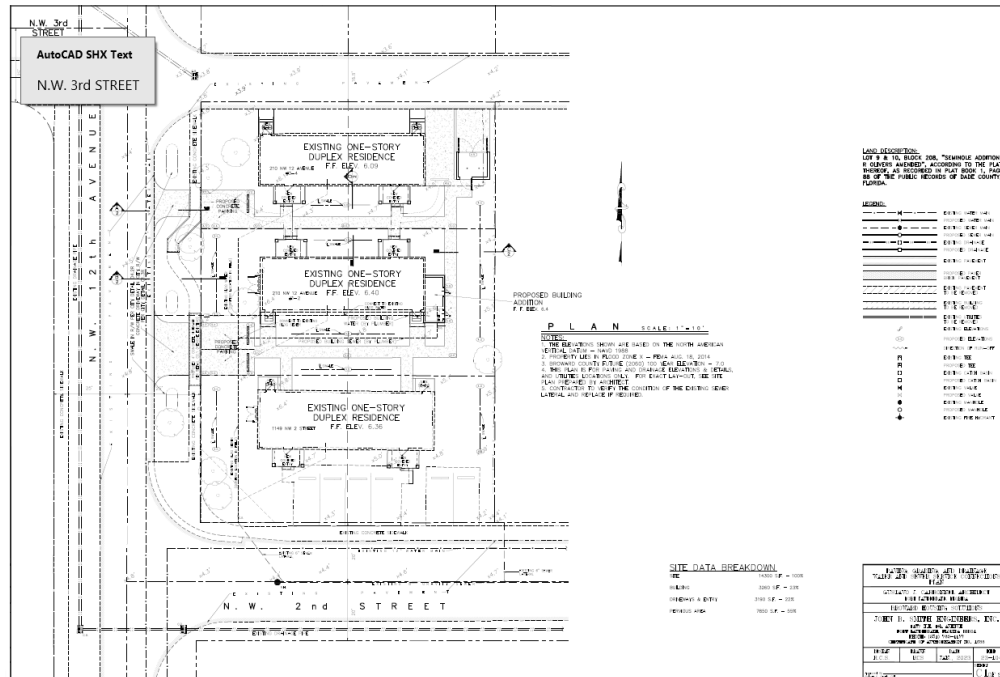


Exhibit D.(2): Senior Solutions 2; 7826 NW 40th Court, Coral Springs, FL 33065

CAM 23-0428
Exhibit 2
Page 72 of 116

4.2.5 Leveraging Resources

BHS will leverage a total of \$400,000 in grant and bank funds for a total leverage of 37.3% of the grant request of \$1,071,215. In 2022, BHS was the recipient of a generous grant from the Jim Moran Foundation for its **Senior Solutions** program. This expansion of Senior Solutions will utilize \$100,000 remaining in those funds. In addition, we will secure \$300,000 in CRA financing from one or more local banks. If necessary, BHS has existing resources that will cover this amount (see statement under section 4.2.4 #12).

A detailed 10-year financial pro-forma follows.

6 Units (12 residents)

OPERATING INCOME		Annual Amount	10 Year
	1 Gross rent potential (Tenant portion only (30% of tenant Income))	\$43,200.00	\$432,000.00
1a	Gross rent potential rental subsidy	\$22,968.00	\$229,680.00
	Total gross potential rent	\$66,168.00	\$661,680.00
	2 Vacancy allowance (3% of Line 1)	\$1,985.00	\$19,850.00
	3 Effective gross rent (Line 1 minus Line 2)	\$64,183.00	\$641,830.00
	4 Other income (Laundry)	\$1,000.00	\$10,000.00
	5 Reserve for Bad Debt		
	6 Effective Gross Income	\$65,183.00	\$651,830.00
OPERATING EXPENSES		Annual Amount	10 Year
	7 Management fee		
	8 Management staff costs		
	9 Legal fees		
	10 Accounting/audit fees		
	11 Advertising/marketing		
	12 Telephone		
	13 Office supplies		
	14 Other administrative Expenses (Subtotal)		
MAINTENANCE			
	15 Maintenance staff costs	\$5,000.00	\$50,000.00
	16 Elevator (if any)		
	17 Other mechanical equipment (specify)		
	18 Decorating (specify)		
	19 Routine repairs and supplies (including staff allocation)	\$7,500.00	\$75,000.00
	20 Exterminating	\$1,500.00	\$15,000.00
	21 Lawn and landscaping	\$2,000.00	\$20,000.00
	22 Garbage/trash removal	\$6,000.00	\$60,000.00
	23 Other (specify)		
	24 Subtotal	\$22,000.00	\$220,000.00
	25 Electricity		
25.A	Residential		
25.B	Commercial areas		
25.C	Common areas	\$1,000.00	\$10,000.00
	26 Heat and hot water (specify fuel)		
26.A	Residential		
26.B	Commercial areas		
26.C	Common areas		
	27 Sewer and water	\$5,000.00	\$50,000.00
	Subtotal	\$6,000.00	\$60,000.00
TAXES/INSURANCE RESERVE			
	28 Property insurance	\$15,000.00	\$150,000.00
	29 Real estate taxes (estimated value of \$ times projected tax rate of \$ /\$1,000) (Tax exempt)	\$1,000.00	\$10,000.00
	30 Reserve for replacement		
	31 Operating deficit reserve Subtotal		
	32 Total Operating Expenses (Lines 7 through 31)	\$44,000.00	\$440,000.00
INCOME AVAILABLE FOR DEBT SERVICE			
	Effective Gross Income (Line 6)	\$65,183.00	\$651,830.00
	Minus Total Operating Expenses (Line 32)	\$44,000.00	\$440,000.00
33	Net Operating Income	\$21,183.00	\$211,830.00
	Debt Service (\$300,000.00, 30 Year Amort., 5% Interest)	\$20,436.00	\$204,360.00
	Net Operating Income After Debt Service	\$747.00	\$7,470.00
34	Debt Service Coverage Ratio Required by Lender	4%	4%

4.2.6 References

1.

Rebecca McGuire, Ph.D.
Broward County - Human Services Administrator
Homeless Initiative Partnership
115 S. Andrews Ave, Room A370,
Fort Lauderdale, FL 33301
rmcguire@broward.org
Office: (954) 357-5686
Cell: 954-802-4512

2.

Ralph Stone, Executive Director
Broward County Housing Finance and Community Development Division
Environmental Protection and Growth Management Department
110 N.E. 3rd Street
Fort Lauderdale, Florida 33301
RSTONE@broward.org
Office: 954-357-4900

3.

Melanie Burgess, Executive Director
The Jim Moran Foundation
100 Jim Moran Boulevard
Deerfield Beach, FL 33442
melanie.burgess@jimmoranfoundation.org
(954) 429-2046

4.2.7 Minority/Women (M/WBE) Participation

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, provide copies of your certification(s). If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts in meeting M/WBE procurement goals under Florida Statutes 287.09451.

Broward Housing Solutions (BHS) is committed to continue cultivating relationships with all minority and women-owned firms as well as attaining the maximum participation of those firms in the procurement process for all goods and services for our nonprofit agency. BHS encourages the participation of all minority and women-owned firms, especially underutilized local minority firms including resident clients we serve.

BHS' Statement of Commitment:

BHS is committed to cultivating relationships with all minority and women-owned firms and to attaining the maximum participation of those firms in the procurement process for all goods and services for our nonprofit agency. We strive to grow and sustain minority and women owned business participation through our agency's outreach activities, education and training as well as promoting the utilization of minority and women-owned businesses within the agency and community served.

To ensure that BHS carries out a successful plan of engaging with a Minority and Women Owned Business under Florida Statutes 287.09451, the following objectives have been established and BHS will:

- Continue to identify and utilize minority and women-owned businesses that provide goods and/or services which are purchased by our nonprofit agency.
- Collaborate with community-based partners to host and participate in workshops and business development meetings intended to enhance business operations and procurement opportunities for minority and women-owned businesses.
- Participate in workshops (whenever possible) and other events hosted by local, state, and regional minority and women owned business groups.
- Promote the utilization of minority and women-owned businesses among the agency's various departments including: Accounting, Housing, Property Management, Case Management, and Administration.
- Collaborate with stakeholders and private businesses to host and advocate training sessions that promote opportunities for minority and women-owned businesses.
- Encourage certification of minority and women-owned businesses, specifically within our workforce and resident-clients served.
- Locating and identifying minority/women-owned businesses that provide goods or services purchased by BHS.
- Educating BHS' staff of the availability of minority vendors.
- Encouraging prime contractors to invite MBE's to bid on subcontracting opportunities.
- Presenting networking opportunities for Team BHS, board of directors, the community and vendors to increase the number of MBE firms.

BHS recognizes the value of a diverse supplier base and its impact on our community and population at large. And, with the assistance and guidance of local governmental agencies, BHS will partner with identified Minority and Women Owned Businesses to ensure that we continue to creatively seek new supplier sources to fulfill the business opportunities at the agency and that minority and women owned businesses are given the opportunity to compete for these business opportunities.

4.2.8 Subcontractors

BHS will contract with architectural planner Gustavo Carbonell. Mr. Carbonell's details are provided above in section 4.2.4.2, number 7 (page 48).

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the City's on-line strategic sourcing platform prior to the bid opening date and time listed. Paper bid submittals will not be accepted. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) Broward Housing Solutions EIN (Optional): 650407370

Address: 305 SE 18th Court

City: Fort Lauderdale State: FL Zip: 33316

Telephone No.: 954-764-2890 FAX No.: 954-764-0036 Email: LisaV@BrowardHousingSolutions.org

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): _____

Total Bid Discount (section 1.05 of General Conditions): _____

Check box if your firm qualifies for DBE (section 1.09 of General Conditions): ☐

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Lisa Vecchi
Name (printed)

02/06/2023
Date



Signature

President and CEO
Title

revised 09-2022

4.2.9- Required Documentations

B. Level of Grant Funding Required and Leveraging Resources

- i. BHS requests **\$1,071,215.00** to complete this project.
- ii. BHS will leverage **\$400,000.00** from bank and foundation sources, for a total project budget of **\$1,417,215.00** and leverage percentage of **37.3%**.



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

 SIGN HERE

Authorized Signature

Lisa Vecchi

Name (Printed)

President and CEO

Title

02/06/2023

Date

Rev 09-2022



**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

Authorized Signature

President and CEO
Print Name and Title

02/06/2023
Date



E-VERIFY AFFIRMATION STATEMENT

Solicitation/Bid /Contract No: Solicitation #20 Developer for HOME-ARP Affordable Rental Housing
Project; Bid Designation: Public

Project Description:

Senior Solutions: Broward Housing Solutions (BHS) proposes to use \$1,0721,215 in HOME-ARP funds to acquire, renovate and develop affordable housing via a multi-family apartment complex to house up to 12 low-income or homeless individuals aged 55 and older, who also have mental illness.

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: Broward Housing Solutions

Authorized Company Person's Signature:  _____

Authorized Company Person's Title: President and CEO

Date: 02/06/2023



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
06/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Central, Inc. Columbia Center II 101 West Big Beaver Road 14th Floor/Suite 1444 Troy MI 48064 USA	CONTACT NAME: PHONE: (A/C No. Ex): (866) 283-7122 FAX (A/C No.): (800) 363-0105 E-MAIL: ADDRESS:														
	INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Great American Alliance Ins Co</td><td>26832</td></tr><tr><td>INSURER B: The Charter Oak Fire Insurance Company</td><td>25615</td></tr><tr><td>INSURER C: The Travelers Indemnity Co of America</td><td>25666</td></tr><tr><td>INSURER D: Travelers Property Cas Co of America</td><td>25674</td></tr><tr><td>INSURER E: Navigators Specialty Insurance Company</td><td>36056</td></tr><tr><td>INSURER F: Allied World National Assurance Company</td><td>10690</td></tr></tbody></table>		INSURER	NAIC #	INSURER A: Great American Alliance Ins Co	26832	INSURER B: The Charter Oak Fire Insurance Company	25615	INSURER C: The Travelers Indemnity Co of America	25666	INSURER D: Travelers Property Cas Co of America	25674	INSURER E: Navigators Specialty Insurance Company	36056	INSURER F: Allied World National Assurance Company
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INSURED Construction Resources Company, LLC Builder Specialties, LLC dba ARD Distributors, BSI/ARD Inc., and Sewell Appliance 196 Rio Circle Decatur GA 30030 USA															

COVERAGES **CERTIFICATE NUMBER: 570093565133** **REVISION NUMBER:**
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSURER	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO JECT <input checked="" type="checkbox"/> LOC OTHER:			Y6607N078975C0F22	06/14/2022	06/14/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> RENTED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			810-IN167739-22-14-G	06/14/2022	06/14/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION			CUP9P5640652214	06/14/2022	06/14/2023	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER / MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC617440017	06/14/2022	06/14/2023	PER STATUTE <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Endorsements attached are applicable only when required by contract. Broward Housing Solutions is included as Additional Insured in accordance with the policy provisions of the General Liability policy, as required by written contract.

CERTIFICATE HOLDER Broward Housing Solutions 305 Southeast 18th Court Fort Lauderdale FL 33316 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Central, Inc.</i>
--	--

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Broward County Community Development Corporation, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
305 SE 18th Court

6 City, state, and ZIP code
Fort Lauderdale, FL 33316

7 List account number(s) here (optional)

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-					
--	--	--	---	--	--	---	--	--	--	--	--

or

Employer identification number

6	5	-	0	4	0	7	3	7	0
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ► 

Date ► **07/19/2022**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

2023 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# N93000001041

Entity Name: BROWARD COUNTY COMMUNITY DEVELOPMENT CORPORATION, INC.**Current Principal Place of Business:**305 SE 18TH COURT
FORT LAUDERDALE, FL 33316**Current Mailing Address:**305 SE 18TH COURT
FORT LAUDERDALE, FL 33316 US**FEI Number: 65-0407370****Certificate of Status Desired: No****Name and Address of Current Registered Agent:**VECCHI, LISA
305 SE 18TH COURT
FT. LAUDERDALE, FL 33316 US*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.***SIGNATURE:**

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title	CEO
Name	VECCHI, LISA
Address	305 SE 18TH COURT
City-State-Zip:	FORT LAUDERDALE FL 33316

Title	TREASURER
Name	BLUTH, THOMAS
Address	301 E. LAS OLAS BLVD.
City-State-Zip:	FORT LAUDERDALE FL 33301

Title	VC
Name	METHELIS, ALAN
Address	8813 WEST SUNRISE BLVD
City-State-Zip:	FORT LAUDERDALE FL 33322

Title	SECRETARY
Name	HOLTZ, STEVEN
Address	900 SOUTH PINE ISLAND ROAD SUITE 110
City-State-Zip:	FORT LAUDERDALE FL 33324

Title	CHAIRMAN
Name	KANE, PAM
Address	2400 EAST COMMERCIAL BLVD 905
City-State-Zip:	FORT LAUDERDALE FL 33308

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: LISA VECCHI**PRESIDENT****01/25/2023**

Electronic Signature of Signing Officer/Director Detail

Date

**HOME INVESTMENT PARTNERSHIP GRANT-AMERICAN RESCUE PLAN
(HOME-ARP) RENTAL DEVELOPMENT
PARTICIPATION AGREEMENT
(FY)**

THIS AGREEMENT is made by and between:

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida,
hereinafter referred to as “City”.

and

_____, a qualified developer under the laws of
Florida, hereinafter referred to as “Participant”.

WHEREAS, on _____, 2022, by approving CAM Item _____, the City
Commission of Fort Lauderdale authorized the proper City officials to execute this Agreement;
and

WHEREAS, the City received HOME Investment Partnerships-American Rescue Plan
(HOME-ARP) funds from the U.S. Department of Housing and Urban Development (HUD) to
provide for the development of affordable rental housing in the City of Fort Lauderdale for
occupancy by individuals and families that meet one of the qualifying Populations defined in
CPD Notice 21-10 ; and

WHEREAS, in response to a Request for Proposal (“RFP”) issued by the City, the
Participant submitted a response to rehabilitate single family or multifamily units owned by the
Participant.

WHEREAS, Participant is a designated Developer. As a Developer, Participant is
eligible to develop an affordable housing program; and

WHEREAS the City staff and Affordable Housing Advisory Committee recommended
an award to the Participant; and

WHEREAS, Participant has proposed acquiring and rehabilitating properties located in
the City of Fort Lauderdale in order to sell or rent affordable housing to low-income families.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained
herein, the parties agree as follows:

ARTICLE I

PURPOSE

- 1.0 The purpose of this Agreement is to outline the requirements by which the City will provide funds to Participant so that Participant can acquire and redevelop affordable single-family homes for sale to qualified low income participants in the City.
- 1.1 The funds provided herein shall be provided to Participant in the form of a forgivable loan. The City will secure all properties with a mortgage and restrictive covenant. As a condition to receive funding under this Agreement, the Participant must execute a promissory note in the amount funded for rehabilitation, acquisition and construction of the units, mortgage and restrictive covenant, in form and substance, acceptable to the City.

ARTICLE II DEFINITIONS

- 2.0 The terms defined in Article II shall have the following meanings in this Participation Agreement, except as herein otherwise expressly provided:
 - 2.1. "Agreement" means all documents signed and executed as part of this package, the Request for Proposal (RFP) and the Participants RFP Proposal for the purpose of carrying out the responsibilities of a HOME-ARP Developer.
 - 2.2. "Carrying Costs" means landscape care and water, electric and sanitary services, all property maintenance costs, insurance on the property, and builders risk insurance required to protect the Property.
 - 2.3. "CITY" means the City of Fort Lauderdale.
 - 2.4. "Closing Costs" means usual buyer closing costs including documentary stamps, survey, title, lead base paint inspection, environmental checklist inspection, appraisal and recording fees, home inspection by licensed building or general contractor or a licensed home inspection company cost. Participant Closing Costs for purchase of the Identified Property (IP) are reimbursable with Home funds as provided herein.
 - 2.5. "Developer's Fee" means up to ten percent (10%) of the acquisition and rehabilitation cost per property.
 - 2.6. "Effective Date" means the date this Agreement was approved by the City Commission.
 - 2.7. "HCD" means the Fort Lauderdale's Housing and Community Development Division.
 - 2.8. "HCD Approval" means the written approval of the HCD Manager or designee.
 - 2.9. designee.
 - 2.10. "HOME Property" means property purchased with HOME funds pursuant to this Agreement.
 - 2.11. "HUD" means the United States Department of Housing and Urban Development.

- 2.12 “HUD Rules and / or Regulations” means all existing and new regulations regarding the HOME -ARP Program that HUD may require.
- 2.13 “Low Income” or “LI” means persons/households whose annual income does not exceed eighty percent (80%) of the Area Median Income (AMI).
- 2.14 “Participant” means the
- 2.15 “Rehabilitation Costs” mean impact fees, all development and building permit fees, cost of preparing plans and specifications, building plans, inspection fees, connection fees, construction materials, contractor services and subcontractor labor costs or any other fees required in order to bring the dwelling up to a standard that meets the City Code, Florida Building Code and all other codes, laws and regulations associated thereto as authorized by HCD.
- 2.16 “Participant Pre-purchase Costs” means costs associated with marketing, homebuyer intake activities, third party income verification, or any cost incurred prior to purchase by Participant except as provided herein
- 2.17 “Purchase Price” means the price of the IP to be paid by Participant to the FI as approved by HCD.

ARTICLE III FUNDING AND METHOD OF PAYMENT

- 3.0 The maximum loan amount payable by the City under this Agreement will be including: in HOME-ARP funds
- 3.1 Participant may request rehabilitation funds from the City for payment of all eligible grant expenses on a reimbursement basis. In the case of acquisition, a direct payment to the title company can be made by the City. Participant may not request disbursement of funds under this Agreement until the appropriate documentation has been reviewed and verified by City for payment of eligible costs; said need must be verified by HCD. The amount of each request must be limited to the actual amount required to pay for an invoice submitted by a third party.
- 3.2 Participant will ensure that any expenditure of HOME funds will be in compliance with the requirements at 24 CFR 92, the 221(d)(3) – Maximum Mortgage Limit requirements, the 2013 HOME Final Rule, and the 2012/2013 Appropriations Acts, as amended from time to time, and acknowledges that HOME funds will only be provided as reimbursement for eligible costs incurred, including actual expenditures or invoices for work completed.
- 3.3 This is a conditional contract and subject to the “Removal of Grant Conditions” by HUD. Funds cannot be expended before Request for Release of Funds (RROF) has been approved. Participant will not undertake or commit any funds to physical or choice-limiting actions, including property acquisition, demolition, movement, rehabilitation,

conversion, repair or construction prior to the environmental clearance, and acknowledges that a violation of this provision may result in denial of any funds under this Agreement.

- 3.4 This Agreement will be considered a Preliminary Award, until the Participant has provided the following documents for the identified an eligible property(ies) to rehab or acquire and (*which include are not limited to*) for HCD approval:

- Executed Purchase Agreement
- Scope of Work
- Project Budget (including sources and uses of all project funds)
- Project Pro-Forma (covering the 15-year affordability period)
- Project Financing / Subsidy Layering
- The appropriate Environmental documents
- Appraisal
- Proof of site control
- Market Analysis / Assessment
- Project Timeline
- An eligible client list that confirms the agency has identified client(s) interested in purchasing the property (*if the HOME Program funding use is for acquisition and resale*) or leasing the available units.

Once the documentation is received, the City is required to review and underwrite each project and ensure the project is sustainable over the affordability period of fifteen (15) years.

- 3.5 City reserves the right to inspect records and project sites to determine that reimbursement and compensation requests are reasonable. The City also reserves the right to hold payment until adequate documentation has been provided and reviewed.
- 3.6 Participant shall submit a final rehabilitation reimbursement invoice upon completion. Final payment shall be made after the City has determined that all services have been rendered, files and documentation delivered, and units have been placed in service in full compliance with HOME regulations, including submission of completion reports and documentation of eligible occupancy, property standards and recording of restrictive covenants.

ARTICLE IV GRANT ACTIVITIES

- 4.0 Participant shall acquire, construct and rehabilitate rental housing for occupancy by individuals and families that meet one of the Qualifying Populations defined in CPD Notice 21-10.

- 4.1 Participant shall acquire, rehabilitate, and construct units for rental housing. The funding invested in a HOME ARP assisted unit shall not exceed the HOME maximum subsidy value per property.
- 4.2 Participant shall ensure compliance with all applicable HOME-ARP Program regulations.
- 4.3 The Property complies with applicable federal statutes and laws, including, but not limited to:
- Section 3 of the U.S. Housing Act of 1968, as amended
 - Equal Opportunity and related requirements in 24 CFR Section 982.53
 - Section 504 of the Rehabilitation Act of 1973
 - Americans with Disabilities Act of 1990
 - Architectural Barriers Act of 1968
 - Fair Housing Act of 1988
 - National Environmental Protection Act (NEPA)
 - Lead Base Paint Requirement
 - Davis-Bacon Act
 - Compliance with HUD's debarment guidelines
 - 49 CFR 24.5 and Paragraph 2-3 J of Handbook 1378
 - 49 CFR 24.2 (a)(15)(iv)-Initiation of Negotiations
 - 49 CFR 24 Appendix A-24.2(a)(15)(iv)
 - 49 CFR 24.206 – Eviction for Cause
 - 49 CFR 24.101(b)(2)(i) and (ii)
 - 49 CFR 24.101(b)(3)

Be advised that HUD rules / regulations are subject to change. Once a change is issued, the Participant will be notified in writing. Once notified, the Participant will be responsible for abiding by those rules.

- 4.3.2 Participant shall not disburse, commit, or expend any HOME funds to acquire or rehabilitate an IP until it has completed an environmental review on the IP that it plans to rehabilitate. The Participant must supply to HCD a completed site-specific environmental review form for each site identified for assistance. An environmental clearance notice must be obtained for the proposed Property from HCD staff.

- 4.3.4 Participant shall submit inspection and appraisal reports (*and all other items listed in Article 3.4 of this agreement*) for the IP evidencing the property's qualification for the CHDO Program pursuant to the terms of this Agreement. The reports shall include an estimate of all costs, fees or both of the work required to bring the property to current federal, state and city code requirements. Inspection reports shall include, but not be limited to, lead based paint, termite, roof and structural repairs. All appraisals must be in accordance with HUD guidelines. All estimates and work must be completed by State of Florida licensed/approved contractors or subcontractors.

- 4.3.5 Participant shall provide an itemized contractor's estimate for rehabilitation of the proposed IP, ensuring that the costs are consistent with industry standards. In addition, a timeline within which rehabilitation work will be completed shall be submitted to HCD. Time for completion of rehabilitation must be in accordance with the fifty (50) business day HCD standard. Penalties / fines will apply for all rehabilitation projects that exceed the fifty (50) business day timeframe.

HCD must review and approve all rehabilitation scopes of work and all scopes of work must be consistent with HCD's Rehabilitation Standards.

- 4.3.6 Prior to closing, the Participant shall provide City an owner's title insurance commitment, together with legible copies of all exceptions to coverage reflected therein, issued by a title insurance company acceptable to City, agreeing to issue to the City at closing, an owner's title insurance policy in the amount of the allocated HOME funds, insuring the marketability of the fee title, subject only to the those exceptions to the title of the Property together with any other title matters that may be accepted in writing by the City ("Permitted Exceptions"). The cost of said title insurance commitment and title insurance policy and any premium therefor shall be borne by the Participant.
- 4.3.7 Prior to beginning the rehabilitation process, the Participant shall provide written contracts between contractors and Participants to complete repairs within the fifty (50) business day timeframe approved by HCD. Contract may include but not be limited to a contract with an architect and/or engineer to prepare construction documents required for permitting, contract with contractor for rehabilitation of the IP. Participant shall be responsible for and obtain all final certificates of occupancy.
- 4.3.8 Participant shall provide evidence that there is a market need to acquire a property in accordance with the HOME Program requirements.

- 4.4 If HCD approves Participant's submittals in writing the following shall occur:

- Execute a first mortgage and note naming the City as mortgagee in the amount of the Purchase Price and rehabilitation costs; and
- Execute for recordation a restrictive covenant running with the land, imposing the affordability restrictions and re-sell requirements. The covenant shall be recorded superior to the mortgage lien to preserve perpetual affordability.

4.5 FINANCIAL RESPONSIBILITIES

- 4.5.1 Rehabilitation Costs. The maximum costs for Rehabilitation payable by City is as approved by HCD in writing at the time of property purchase request.

- 4.5.2 Developer Fee. The developer fee of 10% shall be paid by the City to the Participant once the acquired property is rehabilitated and occupied by an eligible individual / family.

4.6 REHABILITATION OF PROPERTY

- 4.6.1 Participant shall take those actions necessary to obtain the documents required for permitting. Participant will be responsible for obtaining all necessary permits for construction, hiring all contractors, supervising all construction, and ensuring that the HOME Property meets requirements of the Florida Building Code, local codes and federal regulations for housing quality standards and those required to commence and complete construction of the rehabilitation of the Home Property. Participant shall be responsible for all final certificates of occupancy.
- 4.6.2 Participant shall be responsible for obtaining all releases from contractors, subcontractors and laborers prior to applying for a final certificate of occupancy.

ARTICLE V RESTRICTIONS ON PROPERTY

- 5.0 A Property purchased by the Participant using HOME-ARP funds shall be restricted as follows:
- 5.1 Not less than 70 percent of the total number of rental units assisted with HOMEARP funds must be restricted to occupancy by households that are qualifying Households at the time the household's initial occupancy. Not more than 30 percent of the total number of rental units assisted with HOME-ARP funds may be restricted for occupancy by low-income households.

RESPONSIBILITY FOR PROPERTY

- 6.0 HOME-ARP rental units must comply with all rental property standards required in 24 CFR 92.251 paragraphs (a), (b), (c)(1) and (2), (e) and (f).

ARTICLE VII SCOPE OF SERVICES

- 7.0 For purposes of this Agreement, the Effective Date of this Agreement shall be _____. By _____ the Participant shall expend the initial contracted amount provided in Article III in accordance with the terms of this Agreement. If the Participant fails to expend the initial contracted amount by, this Agreement the City may terminate, and the remaining funds will be deobligated.

PARTICIPANT

WITNESSES :

By _____
Director

[Witness print name]

Attest:

[Witness print name]

Secretary

(CORPORATE SEAL)

STATE OF FLORIDA:
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this ____ day of _____ 2022 by
Corporation, a Florida non-profit corporation, on behalf of the corporation, who are ☐
personally known to me or ☐ have produced _____
as identification.

(NOTARY SEAL)

Notary Public, State of Florida (Signature)

Name of Notary Typed, Printed or Stamped

My Commission Expires: _____

Commission Number: _____

The Participant will have up to months to acquire all projected properties and expend at least fifty percent (50%) of its award.

Once the properties are acquired, the Participant will have up to complete the rehabilitation or construction on all units acquired and ensure all units are occupied.

If the Participant meets its goal of acquiring, constructing or rehabilitating and renting the units, the agreement may be extended until to expend any remaining funding.

- 7.1 In the event the Participant is unable to meet the above schedule or complete the above services because of delays resulting from Acts of God, untimely review and approval by the City and other governmental authorities having jurisdiction over the project, or other delays that are not caused by the Participant, the HCD Manager may grant a reasonable extension of time for completion of the work. It shall be the responsibility of the Participant to notify the City promptly in writing whenever a work delay is anticipated or experienced, and to inform the City of all facts and details related to the delay.
- 7.2 Participant shall be solely responsible for completing all activities as provided in this Agreement.
- 7.3 Participant, subject to the terms and conditions herein, shall be solely responsible for executing a Contract, (hereinafter "Construction Contract") between itself and any eligible contractor for performance of necessary construction work that meets all the terms and conditions of the HOME program regulations, found at 24 CFR 92, the 2013 HOME Final Rule, and the 2012/2013 Appropriations Acts, as now in effect, and as may be amended.
- 7.4 Participant shall be solely responsible for administering the grant funds allocated herein in accordance with all applicable HUD regulations, including Uniform Relocation and Acquisition Standards, when applicable. Participant must advise City of any relocation activity and City will ensure compliance with all applicable Uniform Relocation and Acquisition Standards.
- 7.5 Participant shall not award any grant funds for expenditures made in connection with this Agreement without HCD consent. HCD will ensure that all expenditures conform to the City's housing policies and guidelines as well as to applicable federal regulations and local housing ordinances.
- 7.6 Participant shall maintain its status as an eligible Developer as defined by HUD regulations at 24 CFR 92, the 2013 HOME Final Rule, and the 2012/2013 Appropriations Acts, as amended from time to time. Participant agrees to provide information as may be requested by HCD to document its continued compliance, including but not limited to, an annual board roster and certification of continued compliance. All assets acquired by Participant with HOME funds pursuant to this Agreement shall revert to the City upon the dissolution of Participant or upon Participant's failure to maintain its status.

- 7.7 All homeownership and rental housing assisted with HOME funds must meet the affordability requirements of 24 CFR 92, the 2013 HOME Final Rule, and the 2012/2013 Appropriations Acts, as amended from time to time. The City will require repayment of any funds from Participant used to assist housing not meeting the standards for the required affordability period.
- 7.8 Participant shall establish procurement procedures to ensure that materials and services are obtained in a cost-effective manner. When procuring for services to be provided under this Agreement, the Participant shall comply at a minimum with the nonprofit procurement standards at 24 CFR 84.40-48.

ARTICLE VIII CERTIFICATIONS

- 8.0 Participant certifies that it shall comply with the following requirements:
- 8.1 Acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601 et seq.), and the requirements of 24 CFR 92.353.
- 8.2 Nondiscrimination, equal opportunity, site selection and neighborhood standards identified at 24 CFR 92.202 and 92.350.
- 8.3 Drug-free workplace, identified at 24 CFR 24.
- 8.4 Anti-lobbying, identified at 24 CFR 87.
- 8.5 Affirmative marketing and minority outreach, identified at 24 CFR 92.351.
- 8.6 Labor standards, identified at 24 CFR 92.354.
- 8.7 Disbarred or suspended contractors, identified at 24 CFR 24.
- 8.8 Conflict of Interest, identified at 24 CFR 92.356.
- 8.9 Flood Insurance protection, identified at 44 CFR 59-77.
- 8.10 Lead-based paint, identified at 24 CFR 92.355.
- 8.11 Uniform Administrative Requirements, identified at 24 CFR 92.505.
- 8.12 Project requirements, identified at 24 CFR 92.
- 8.13 The 2013 HOME Final Rule, as amended from time to time.
- 8.14 The 2012 / 2013 Appropriations Acts, as amended from time to time.

And any other applicable Code or Ordinance as required by the Federal Government, State Government, County and City.

ARTICLE IX MONITORING AND RECORD KEEPING

9.0

9.1 Participant annual report should include verification that the annual certifications of each household have been conducted. Those certifications should coincide with the annual lease renewals.

9.2 Participant shall comply with the applicable policies, guidelines, and requirements of OMB Circular Nos. A-87, A-102, and A-122 relative to the acceptance and use of HOME grant amounts by the Participant and any sub-recipients, as required by 24 CFR 92, the 2013 HOME Final Rule, and the 2012/2013 Appropriations Acts, as amended from time to time.

9.3 Participant shall ensure that all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement and the administration of the program under the regulations are preserved and made available as required.

9.4 The Participant shall collect and maintain project beneficiary information pertaining to household size, income levels, racial characteristics, and the presence of female headed households in order to determine low-income benefit in a cumulative and individual manner. Income documentation shall be in a form consistent with HOME requirements as stated in the HUD Technical Guide for Determining Income and Allowances under the HOME Program.

9.5 Audits must be conducted in accordance with 24 CFR 85 and OMB Circular A-133.

ARTICLE X TERMINATION OF AGREEMENT

10.0 In the event funds to finance the project set forth in this Agreement become unavailable, the obligations of each party hereunder may be terminated upon no less than twenty-four hours written notice to the other party.

10.1 If the Participant fails to perform any of the provisions or terms of this Agreement, the City may, by written notice of breach to the Participant, terminate all or any part of this Agreement.

10.2 Termination shall be upon no less than twenty-four hours notice, in writing, delivered by certified mail, or in person.

10.3 No waiver by the City of any breach of any provision of this Agreement shall be deemed to be a waiver of any other provision or be construed to be a modification of the terms of this Agreement.

10.4 Any notice by either party under this Agreement should be deemed sufficient if given in writing and hand delivered or sent by registered or certified mail, postage prepaid and return receipt requested, to the appropriate parties indicated below:

(a) As to the City:

City Manager's Office
City of Fort Lauderdale
100 North Andrews Avenue
Fort Lauderdale, Florida 33301

(b) As to the Participant:

ARTICLE XI INDEMNIFICATION CLAUSE

11. Participant shall indemnify and save harmless and defend City, its agents, servants and employees from and against any and all claims, demands or causes of action of whatsoever kind or nature arising out of error, omission, negligent act, conduct or misconduct of Participant, its agents, servants or employees in the performance of services under this Agreement.

ARTICLE XII AMENDMENT

12. The parties reserve the right to modify, by mutual consent, terms and conditions of this Agreement in order to successfully and fully complete the grant activities and services listed. Any such amendments must be reduced to writing and executed by the authorized City and Participant official.

ARTICLE XIII VENUE

13. This Agreement shall be governed by the laws of the State of Florida, with venue lying in Broward County, for the purpose of any litigation that may arise here from.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the date first written above.

CITY

WITNESSES:

CITY OF FORT LAUDERDALE

BY _____

Gregg Chavarria, City Manager

Witness print name]

[Witness print name]

ATTEST:

(CORPORATE SEAL)

David Solomon, City Clerk

Approved as to form:

Assistant City Attorney

Throughout its 30-year history, BHS has been the recipient of many federal grants. For detailed information, please see the list included under “History with Federal Funding” in Section 2, above.

7. Management Team Experience

Resumes for Lisa Vecchi, President and CEO; David Mathias, Controller; and Amanda MacCormack, Chief Programs officer are included above under 2.4.1, Section 5, “Key Staff Narrative” (pages 37-45). BHS has also identified an architect, Gus Carbonell, who will serve as a critical member of the project team. Mr. Carbonell’s bio is included below.

8. Timeline: See Attachment 1, page 50 below.

9. Financial Analysis: See Attachment 2, page 51 below.

10. Complete Rents: See Attachment 3, page 53 below.

11. Pro-forma: See attachment 4, page 54 below.



Profile Overview:

Gustavo is a high-profile professional in the IT industry. He specializes in strategic architecture and technologies that help to create new business models. More than 20 years of professional experience in diverse sectors, including working in large digitalization programs, Consultancy, Product Development, Auctions, Telecommunications, Financial Services, and Retail. Also, consultancy companies such as IBM, EDS, HP. Lately, working in small groups and environments, specializing in building companies. IT consulting capabilities, incubators and startups, and partnerships with offshoring companies. Mentor professionals and creates teams and culture with a digital mindset pursuing excellency. Lately building a Web3 team because of his passion for decentralized architectures.

Developed strategic Digital roadmaps and led complex transformation programs for enterprise customers across Australia, India, Africa, and South America. Passion for the latest architecture trends, including Microservices, event-driven architecture, Digital, Identity / API / Cloud / Security, CRM, Billing / Payment, Kubernetes, and overall enterprise Integration.

Ability to develop strategies that address business priorities and IT pain points whilst promoting the adoption of innovative technologies and innovative solutions. Key player establishing relationships with senior business and technology stakeholders and influencing outcomes using strong thought leadership.

Generalist practitioner with constant motivation to learn recent technology paradigms and apply those to real and diverse business problems. And, an advocate of Industries accelerators and robust data modelling. Mentor with a strong passion for building professionals with character in the journey.



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LICENSEE DETAILS

4:06:07 PM 1/22/2023

This is a business tracking record only.[Click here for information on how to verify that this business is properly licensed.](#)

Licensee Information

Name:	GUSTAVO J CARBONELL ARCHITECT PLANNER P A (Primary Name)
Main Address:	1457 NE 4TH AV FORT LAUDERDALE Florida 33304
County:	BROWARD

License Information

License Type:	Architect Business Information
Rank:	Business Info
License Number:	
Status:	Current
Licensure Date:	02/23/2006

Expires:

Special Qualifications	Qualification Effective
Corporation	02/23/2006

Alternate Names

[View Related License Information](#)[View License Complaint](#)2601 Blair Stone Road, Tallahassee FL 32399 :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395The State of Florida is an AA/EEO employer. [Copyright 2007-2010 State of Florida. Privacy Statement](#)

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our [Chapter 455](#) page to determine if you are affected by this change.

ATTACHMENT 1**Project Development Schedule**

ACTUAL OR EXPECTED ACTIVITY	MONTH/DAY/YEAR
<i>Site</i>	
Acquisition	04/14/2023
Environmental Review Completed	04/24/2023
<i>Permits</i>	
Conditional Use Permit	05/09/2023
Variance	05/17/2023
Plot Plan Review	06/01/2023
Site Plan Approval	06/09/2023
Grading Permit	06/19/2023
Building Permit	06/22/2023
<i>Construction Financing:</i>	
Loan Application	N/A
Enforceable Commitment	N/A
Closing and Disbursement	N/A
<i>Permanent Financing:</i>	
Loan Application	04/03/2023
Enforceable Commitment	04/05/2023
Closing and Disbursement	04/07/2023
<i>Other Loans and Grants:</i>	
Type & Source:	Permanent Financing (Utilizing CRA Allocation)
Application	04/14/2023
Closing & Award	05/09/2023
Type & Source:	Jim Moran Foundation-Grant for Senior
Application	(Over 55) Housing
Closing & Award	05/09/2023
Type & Source	N/A
Application	N/A
Closing & Award	N/A
<i>Construction and Occupancy:</i>	
Construction Start	05/15/2023
Construction Completion	02/15/2024
Placed In Service	03/01/2024
Occupancy of All Low-Income Units	06/30/2024

ATTACHMENT 2**FINANCIAL ANALYSIS (PROJECT COSTS) – FIRST TIME HOMEBUYER
AND RENTALREHABILITATION PROJECTS**

Please see instructions (below) before completing. Complete one form for each single family project or one form for a multi-unit project.

SOURCES AND USES OF FUNDS

FUNDS AMOUNT	SOURCE	TERMS AND CONDITIONS
A.\$1,071,215.00	City of Fort Lauderdale	Grant
B.\$100,000.00	TBD/Jim Moran Foundation	Grant for Senior (Over 55) Housing
C.\$300,000.00	TBD/Bank United	Permanent Financing (Utilizing CRA Allocation)
D.		

PROJECT COSTS					
Itemized Cost	Total Cost	HOME	Source A	Source B	Source C
A. Direct Client Subsidy (Acquisition)	1,450,000.00		\$1,071,215.00	\$78,785.00	\$300,000.00
B. Hard Costs - Construction					
C. Architect / Engineering Fees					
D. Project Soft Costs					
1. Appraisal					
2. Building Permits					
3. Tap Fees					
4. Soil Borings/Environmental Survey					
5. Real Estate Attorney	\$5,000.00			\$5,000.00	
6. Construction Loan Legal					
7. Title and Recording	\$7,215.00			\$7,215.00	
8. Other	\$4,000.00			\$4,000.00	
E. Interim Costs					
1. Construction Insurance					
2. Construction Interest					
3. Construction Loan Origination Fee					

PROJECT COSTS					
F. Financing Fees and Expenses					
1. Credit Report					
2. Origination Fee					
3. Title and Recording					
4. Counsel's Fee	\$5,000.00			\$5,000.00	
G.. Developer's Fee					
H. Project Administration/Management					
1. Marketing/Management					
2. Operating Expenses					
3. Taxes					
4. Insurance					
I. Project Reserves					
1. Rent-Up Reserve (Rentals Projects)					
2. Operating Reserve					
<u>Rental Projects</u>					
J. Tenant Relocation					
I. Audit Costs					
K. Staff Costs <u>as allowable</u>					
L. Total	\$1,471,215.00		\$1,071,215.00	\$100,000.00	\$300,000.00

Line A

Amount of direct client subsidy (down payment assistance, buy down, rehab) for total project.

Line B

Total construction costs for project (list costs itemized in Line D separately). The amount estimated under this heading should cover materials and labor, the contractor's profit, and the cost of a performance bond or letter of credit provided by the contractor to insure that the project will be completed.

Probably the most realistic method of estimating construction costs is to obtain a preliminary cost from a contractor, even if one has not been formally selected. An alternative is to have your architect estimate the amount of the construction contract based on his or her experience with similar buildings.

In some cases, an architect or contractor may only wish to estimate the cost of "bricks and mortar" for actual construction. You can adjust that figure and estimate the total construction contract price by adding: (a) 3 - 4% for "general requirements"; (b) the estimated cost of a performance bond or letter of credit obtained from a bonding company or local lender; and (c) an allowance of 8 - 10% of the total of all preceding costs for the contractor's profit.

Line C

Architectural fees should be based on an estimate from the architect or on an actual agreement with the architect. These fees may be based on a certain percentage of the construction contract amount, a fee per dwelling unit, a flat fee for services, or some other basis. There will always be one fee for the design of the buildings and another for inspection and monitoring by the architect during construction. The design architect and the inspecting architect may or may not be the same.

ATTACHMENT 3

Project Rents

Project Rents: For acquisition and/or construction of rental housing projects, complete the following table for project rents.

Units Designated Low Income							
# Bedrooms	Total # of Units	#of HOME Units in Total	Unit Size (Sq. Ft)	Monthly Rent (including utilities)	Monthly Utility Allowance	Monthly Rent LESS Utility Allowance	% of Area Median Income
2	6	6	TBD	\$990.00	\$71.00	\$919.00	

Market-Rate Units							
# Bedrooms	Total # of Units		Unit Size (Sq. Ft)	Monthly Rent (without utilities)			

ATTACHMENT 4

**Complete the Project Pro Forma for the Operating Statement
(FOR RENTAL PROJECTS ONLY)
Provide a 10-year income and expense pro forma.**

OPERATING STATEMENT PRO FORMA

OPERATING INCOME		Annual Amount
1.	Gross rent potential (Tenant Portion Only (30% of Income))	\$66168.00
2.	Vacancy allowance (3% of Line 1)	\$1,985.00
3.	Effective gross rent (Line 1 minus Line 2)	\$64,183.00
4.	Other income (Laundry)	\$1,000.00
5.	Reserve for Bad Debt	
6.	Effective Gross Income	\$65,183.00
OPERATING EXPENSES		Annual Amount
7.	Management fee	
8.	Management staff costs	
9.	Legal fees	
10.	Accounting/audit fees	
11.	Advertising/marketing	
12.	Telephone	
13.	Office supplies	
14.	Other administrative Expenses (Subtotal)	
MAINTENANCE		
15.	Maintenance staff costs	\$5,000.00
16.	Elevator (if any)	
17.	Other mechanical equipment (specify)	
18.	Decorating (specify)	
19.	Routine repairs and supplies (including staff allocation)	\$7,500.00
20.	Exterminating	\$1,500.00
21.	Lawn and landscaping	\$2,000.00
22.	Garbage/trash removal	\$6,000.00
23.	Other (specify)	
24.	Subtotal	\$22,000.00

UTILITIES		
25.	Electricity	
25.A	Residential	
25.B	Commercial areas	
25.C	Common areas	\$1,000.00
26.	Heat and hot water (specify fuel)	
26.A	Residential	
26.B	Commercial areas	
26.C	Common areas	
27.	Sewer and water	\$5,000.00
	Subtotal	\$6,000.00
TAXES/INSURANCE RESERVE		
28.	Property insurance	\$15,000.00
29.	Real estate taxes (estimated value of \$ times projected tax rate of \$_____/(\$1,000) Tax exempt	\$1,000.00
30.	Reserve for replacement	
31.	Operating deficit reserve Subtotal	
32.	Total Operating Expenses (Lines 7 through 31)	\$44,000.00
INCOME AVAILABLE FOR DEBT SERVICE		
	Effective Gross Income (Line 6)	\$65,183.00
	Minus Total Operating Expenses (Line 32)	\$44,000.00
33.	Net Operating Income	\$21,183.00
34.	Debt Service Coverage Ratio Required by Lender	4%

Notes: Assumption should be clearly stated such as rent levels (including utility allowances), vacancy/collection loss rates, projected annual income and expense percentage increases, etc.). See Instructions below.

OPERATING INCOME

Line 1

"Gross rent potential" is the total annual amount collectable in rent **if** all units were occupied continuously and all tenants paid their rent. A common error (or deliberate exaggeration) in a pro forma is to assume that gross potential is the number of units times the proposed rent schedule. The error overstates gross potential because it ignores the fact that, aside from tenants renting month to month rent schedules and increases take time to implement. This is a very important consideration when evaluating a new construction or substantial rehabilitation proposal, especially if the owner claims immediate results from the rent schedule or rent increases following construction. The lease-up period can take months, if not years for a larger project, and the implementation of rent increases requires a year if one year leases are in place. In short, gross potential is not static, it changes each month as tenants move in and out. A miscalculation of the market leading to slow leasing will result in immediate and substantial cash demands on the owner.

4.2.4.2 Affordable Housing Development Plan cont.

12. Commitment from Other Funding Sources:

An investment account statement showing BHS' financial capacity and commitment to this project follows attachment 4. Once BHS has identified and acquired a property for the new Senior Solutions complex, the organization will secure dedicated financing from bank and foundation sources. As the statement shows, BHS has resources available to use for this project regardless of the timeline for securing this financing.



Primary Account: XXXX-XXXX

BROWARD CNTY COMM DEV CORP INC
DBA BROWARD HOUSING SOLUTIONS
305 SE 18TH CT
FT LAUDERDALE FL 33316-2829

If you have questions on your statement,
call 24-Hour Assistance:
(800) MERRILL
(800) 637-7455

Investment Advice and Guidance:
Call Your Financial Advisor

Your Financial Advisor:
RYAN, CARLSON, PALMESANO GROUP
401 E LAS OLAS BLVD, 9TH FLOOR
FT LAUDERDALE FL 33301
1-800-937-0279

Up-to-date account information can be viewed
at: www.mymerrill.com, where your statements
are archived for three or more years.

Questions about MyMerrill? Click the "help" tab
at the top of the screen once you log in.

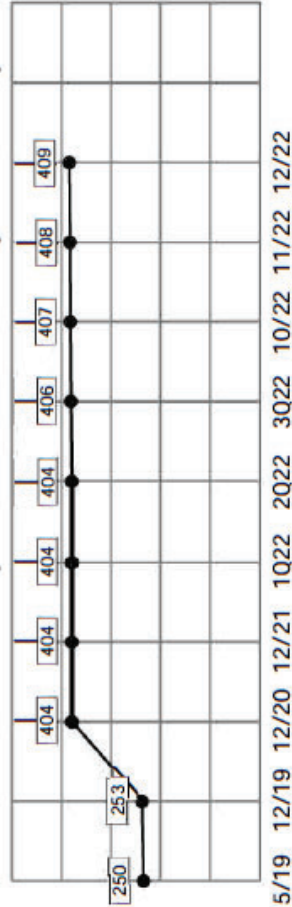
WEALTH MANAGEMENT REPORT

December 01, 2022 - December 30, 2022

PORTFOLIO SUMMARY

	December 30	November 30	Month Change
Net Portfolio Value	\$409,259.79	\$408,038.78	\$1,221.01 ▲
Your assets	\$409,259.79	\$408,038.78	\$1,221.01 ▲
Your liabilities	-	-	-
Your Net Cash Flow (Inflows/Outflows)	-	-	-
Securities You Transferred In/Out	-	-	-
Subtotal Net Contributions	-	-	-
Your Dividends/Interest Income	\$1,221.01	\$1,080.86	\$121.15 ▲
Your Market Gains/(Losses)	-	-	-
Subtotal Investment Earnings	\$1,221.01	\$1,080.86	\$121.15 ▲

Total Value (Net Portfolio Value plus Assets Not Held/Valued By MLPF&S, if any) in thousands, 2019-2022



LOOKING FOR YOUR TAX DOCUMENTS? WE WILL BEGIN MAILING THE

1099 tax reporting statement to eligible clients before the end of January. Most statements will be mailed or posted online before February 28. Sign up for online delivery to receive an email as soon as your tax documents become available for online viewing.

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4.2.4.2 Affordable Housing Development Plan cont.

13-15. Neighborhood Market Area Information for Units Added in the Past 12 Months:

Because BHS has not yet identified a property for purchase, information below reflects BHS own additions to the market and Fort Lauderdale's overall vacancy rate. Data for the number of rental units added to the City of Fort Lauderdale in 2022 is not yet publicly available. However, the Broward County Affordable Housing need Assessment for 2022 notes that there were 3,842 apartments started in 2021, many of which were likely completed in 2022 (p. 19).

	BHS	Fort Lauderdale
a) Units added in 2022	11	6
b) Rental Housing Vacancy Rate	2.7%	1.4%

c) Tenant Selection Plan follows the financial statement for no.12

16-17. Proposed Affordability Restrictions follow the Tenant Selection Plan.

18. Developer Experience: See Attachment 5 following the Affordability Restrictions.

19. Conceptual Design Documents: See document following Attachment 5.



Tenant Selection Plan: Procedures for Application Processing and Screening

Subject: Tenant Selection Plan

Purpose: To document the activities that occur during the referral, application, waiting list, and tenant selection process.

Scope: The policies outlined in this operating procedure apply to prospective residents referred to Broward Housing Solutions' (BHS') owned and operated properties. BHS will complete these activities before, concurrently with, or after the eligibility determination has been made in accordance with the federally funded / HUD requirements described in Chapter 3 of this handbook.

Process: Community based Mental Health Providing agencies refer their clients (prospective tenants) identified as those who have a mental health diagnosis, low-income or homeless, case management and are able to live independently.

Using to Broward Housing Solutions' (BHS') wait list application, <https://browardhousingsolutions.org/waiting-list-application/> Community mental health providing case managers complete the application and submit on-line. Prospective residents placed on BHS' wait list are identified as clients who are low-income, able to live independently, have a diagnosed mental health (Dx) and other disabling conditions. BHS' PSH (Permanent and Supportive Housing) program(s) and, meet HUD's guidelines of 80% below AMI (Area Medium Income) and disclosure and signature abiding by the Fair Credit Reporting Act and the Fair Housing Act.

Collaborative partners and Community Based Mental Health Providing agencies include: Henderson Behavioral Health; Broward County Elderly and Veteran Services; Chrysalis; Regional and Archways. Based on vacant and available units, BHS contacts referring Case Manager and referred client.

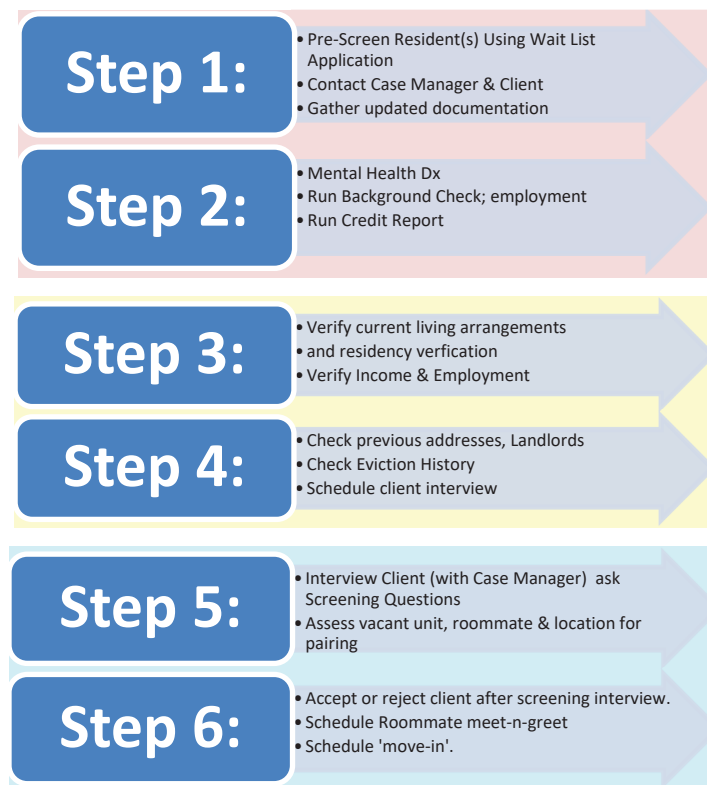
Intake 1: Once a vacant unit has been identified, BHS contacts the referring Case Manager (concurrently with the client) and performs a telephone interview. During the phone interview a variety of supporting documentation is requested, collected from both Case Managers and clients. BHS reviews: Citizenship; social security number requirements; income limits (economic mix); current and previous residence(s); mental health diagnosis; drug-related or criminal activity; employment check; credit report; background checks, and income verification. (Exhibit A). When verifying Income, BHS requests: pay stubs, tax returns, or bank statements. BHS also

contacts current employer to verify employment status and job history. In addition to pulling credit reports, BHS will also screen a tenant's background checking both state and federal criminal records to determine if the prospective tenant has a criminal history. Sex offender registries and terrorist watchlists are typically included in criminal background checks and are important to consider especially when placing individuals in family complexes.

Intake 2: Using this detailed screening process BHS is able to establish a safe and protective process for current residents residing in the potential future home and of the prospective resident. This judicious screening process supports security, safety guards for a healthier tenant-landlord relationship.

Once a compilation of background, credit, data income, employment and other eligibility criteria is verified, BHS renders the decision to accept or reject clients.

(Exhibit A)



CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the City's on-line strategic sourcing platform prior to the bid opening date and time listed. Paper bid submittals will not be accepted. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) Broward Housing Solutions EIN (Optional): 650407370

Address: 305 SE 18th Court

City: Fort Lauderdale State: FL Zip: 33316

Telephone No.: 954-764-2890 FAX No.: 954-764-0036 Email: LisaV@BrowardHousingSolutions.org

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): _____

Total Bid Discount (section 1.05 of General Conditions): _____

Check box if your firm qualifies for DBE (section 1.09 of General Conditions): ☐

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____


VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Lisa Vecchi
Name (printed)

02/06/2023
Date


Signature
President and CEO
Title

NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.



Authorized Signature

Lisa Vecchi

Name (Printed)

President and CEO

Title

02/06/2023

Date

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.



Authorized Signature

President and CEO
Print Name and Title

02/06/2023
Date

Solicitation/Bid /Contract No: Solicitation #20 Developer for HOME-ARP Affordable Rental Housing
Project; Bid Designation: Public

Project Description:

Senor Solutions: Broward Housing Solutions (BHS) proposes to use \$1,0721,215 in HOME-ARP funds to acquire, renovate and develop affordable housing via a multi-family apartment complex to house up to 12 low-income or homeless individuals aged 55 and older, who also have mental illness.

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: Broward Housing Solutions

Authorized Company Person's Signature: 

Authorized Company Person's Title: President and CEO

Date: 02/06/2023