



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Neighborhoods Department
Housing Community Development Division
214 N. Hogan Street, 7th Floor
Jacksonville, Florida 32202
(904) 255-8200
www.coj.net

CITY OF JACKSONVILLE – HOUSING DIVISION ATTAINABLE HOUSING CONNECTION TAP FEE FUND APPLICATION

DATE SUBMITTED: _____

This application should be completed only after the JEA has approved of the required Tap-In costs. Reimbursement will ONLY be considered for encumbrance after the connection is complete and verification of payment from JEA is provided to Housing and Community Development Division.

Reimbursement at closing will not be completed until after the verification of resident’s income.

PROPERTY or PROJECT NAME: _____

PROPERTY or PROJECT DESCRIPTION: _____

PROPERTY ADDRESS(es): _____

DEVELOPER (COMPANY) NAME: _____

Applicant Email: _____

Applicant Phone Number: _____

REQUESTED AMOUNT: \$ _____

HOMEOWNERSHIP OR RENTAL (CIRCLE ONE)

NUMBER OF UNITS: _____

SINGLE FAMILY OR MULTI-FAMILY (CIRCLE ONE)

Purpose:

The purpose of this program is to eliminate or reduce the impact of tap and connection fees on low-income and attainable housing projects. These increased tap fees exacerbate the ever-present capital gaps on attainable housing projects and disincentivizes developers from building new low-and-moderate income housing. *(This fund is separate from the U-Tip assistance program for single-family homeowners.)*

This program was established through Ordinance 2023-0807-E.

Funding Limitations:

For single-family developments -

Maximum \$20,000 grant per unit, with a maximum of three (3) properties per developer, per calendar year (dependent on yearly budget renewal of program).

For multi-family developments -

\$2,000 grant per unit, up to 50 units with a maximum of \$100,000 per development.

Income limits:

- 1) An Income Certification Form will be required for the homeowner/renter and provided by City of Jacksonville – Housing and Community Development Division after application acceptance. The income levels stated by the U.S. Department of Housing and Urban Development (HUD) must be met before funds are released. *(Maximum income limits are updated annually)*

Family Size	* Maximum Gross Income (80% of Median)
1	\$54,500
2	\$62,300
3	\$70,100
4	\$77,850
5	\$84,100
6	\$90,350
7	\$96,550
8	\$102,800

Certification Process:

1. Complete this application and the required information, and please return to Joshua Hicks, City of Jacksonville Affordable Housing Administrator, at AffordableHousing@coj.net for review.
2. Please list the RE number and address for each property:
Census Tract: (<https://geomap.ffiec.gov/ffiecgeomap/>)

RE#	Property Address	Zip Code	Census Tract	SF or MF	Number of Units	Bedrooms	Rental or Own	Rent Amount

3. The Housing Division will verify the income of the buyer/renter to meet the qualified requirements (80% AMI or less) as well as verify the sales price or the unit rental price (80% AMI or less). Income Certification form for Attainable Housing Tap Fee Fund Program will be provided by City of Jacksonville – Housing and Community Development Division staff. Property must maintain affordability for a minimum of one year to qualify.

Accept & Date: _____

Approve: _____