



A NEW DAY.

# City of Jacksonville, Florida

*Donna Deegan, Mayor*

Housing and Community Development Division  
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## **MEMORANDUM**

TO: Jessi Xia, Assistant Budget Officer  
Finance & Administration Department

THRU: Travis Jeffrey, Chief   
Housing & Community Development Division

FROM: Thomas Waters, Director   
Neighborhoods Department

DATE: December 9, 2025

RE: Legislation to Introduce SHIP Single Family Development Program and  
|Reappropriate \$2M to New Construction and DPA

The City of Jacksonville Housing and Community Development Division is seeking authority to introduce a new program under its State Housing Initiative Partnership Program (SHIP). The City continues to experience shortage of affordable homes for low, and very low-income families due to limited supply of entry-level homes. The dream of homeownership is unrealistic for households earning below 50% AMI; to mitigate these challenges City of Jacksonville is proposing a new program under SHIP funds Ordinance 2025-390-E.

This new initiative - SHIP Single-Family Development program will provide **short-term construction loans to developers** (for-profit and not for profit) to build new single-family homes that will be sold to buyers earning **50% of Area Median Income (AMI) or below**. The SHIP loan will be **fully repaid at the home's closing**, allowing the funds to be recycled back to the program for additional housing projects.

SHIP Single Family Development program will be funded by reappropriating \$2M of SHIP rehabilitation funding 11701-334591-HCS00126 (BT25-88) to new construction (\$1.5M) and downpayment assistant program (\$500K) forgivable loan.

- **Downpayment Assistant** will follow SHIP regular forgivable loan process.
- **Eligibility:** For-profit and nonprofit developers with experience in residential construction.
- **Loan Terms:** Zero percent, short-term construction financing.
- **Target Buyers:** Households at or below 50% AMI who complete homebuyer education.
- **Construction Standards:** Must meet Florida Building Code and City requirements.
- **Affordability:** Sale prices must remain within SHIP affordability limits.

If there are any questions, please contact Travis Jeffrey, Chief at 255-8227.