

Memorandum

Housing Finance Authority

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TO: The Honorable Chairman and
Members of the Board of Directors

FROM: Anthony M. Jones, Director

SUBJECT: Technical Services for the Community Land Trust Program

DATE: September 28, 2006

I request that the Board authorize the Director to enter into negotiations and execute an agreement with Florida Housing Coalition (FHC) for technical support in developing operating procedures and other technical aspects of the Pinellas Community Land Trust Program. FHC is a statewide nonprofit technical service provider that operates the Florida Community Land Trust Institute. FHC is also the training and technical assistance partner to the Florida League of Cities' newly formed Institute for Community Housing. They also offer on-site technical assistance through Florida Housing Finance Corporation's Catalyst Program. The Catalyst Program will provide some limited level of free technical assistance to the Authority. Entering into an agreement with FHC will allow us to leverage those opportunities provided through the Catalyst program.

In anticipation of this need for Community Land Trust technical assistance, the Board budgeted \$35,928 for consulting services. Based on the proposal attached, it is not anticipated the total cost of services under this agreement will exceed that amount.