



**PALM BEACH COUNTY**  
**Department of Housing and Economic Development**  
**Mortgage and Housing Investments (MHI) Division**  
**NOTICE OF FUNDING AVAILABILITY**

Palm Beach County Department of Housing and Economic Development hereby announces the availability of **\$3,000,000** in the State Housing Initiatives Partnership (SHIP) funds for the Purchase Assistance Program. Funding will provide up to **\$100,000** to assist income eligible applicants/households to acquire their first home (*including acquisition, new construction, down payment and closing costs*) that will be used as their primary place of residence.

**Household Size and Eligible Income Categories to be served:**

<b>Number of Persons in Household</b>	<b>Moderate Income (140%) (Less than or Equal to)</b>
1	\$105,000
2	\$119,980
3	\$134,960
4	\$149,940
5	\$161,980
6	\$174,020

The online application portal will open on **Monday, May 5, 2025 at 12:00 pm, and close on Friday, May 23, 2025 at 11:59 pm** (*or until 100 applications have been submitted*). Applications must be submitted online, and will be processed on a first submitted, first qualified, first served basis, subject to funding availability. All financial assistance will be in the form of a deferred loan secured by a recorded Mortgage, Promissory Note and Declaration of Restrictions. Eligible applicants can apply by visiting the website at <https://pbc.gov/HED>.

**NOTE: ALL Applicants are required to have a First Mortgage Loan approval from a lender before applying**

**PRE-APPLICATION ORIENTATION:** Before submitting an application, applicants may attend one of the Virtual Pre-Application Orientations listed below:

- Tuesday, April 15, 2025 at 10:00 am
- Tuesday, April 22, 2025 at 12:30 pm
- Thursday, April 24, 2025 at 2:00 pm
- Tuesday, April 29, 2025 at 4:00 pm
- Thursday, May 1, 2025 at 3:30 pm

**The Virtual Pre-Application Orientation Meeting WebEx link is:**

<https://pbc-gov.webex.com/pbc-gov/j.php?MTID=m7b96bd0e0e0c448a96ea90d4daee6bd0>

**Meeting Number:** 2318 765 2947

**Password:** nXfgnuFT663

**(OR) Dial (904)-900-2303 or (844) 621-3956 (Toll Free) to join by phone**

In accordance with the Americans with Disabilities Act (ADA) and Section 286.26, Florida Statute, persons needing a special accommodation to participate in the business, community and/or housing programs through our online application portal, may notify the Department of Housing and Economic Development (DHED), Mortgage and Housing Investments Division at (561) 233-3600 or via email at [HEDVerify@pbc.gov](mailto:HEDVerify@pbc.gov), five (5) business days prior to the opening of the application portal. This document may be requested in an alternate format, to help facilitate your process of applying through the online portal. If you are unable to find assistance to apply through the online portal, we can provide a list of agencies who may be able to help (charges from that agency may apply). Contact DHED for more information and the process.

For additional information, please contact:

Palm Beach County Department of Housing and Economic Development (HED)

Mortgage and Housing Investments Division

100 Australian Avenue, 5th Floor, West Palm Beach, FL 33406

Telephone: (561) 233-3600 Receptionist **or** Antoinette Prescott (561) 233-3606 **or** Rommel Sankhi (561) 233-3693

Program information and required documents needed are located on the website at: <https://pbc.gov/HED>

**PUBLISH Sunday, March 30, 2025 & Wednesday, April 30, 2025**