

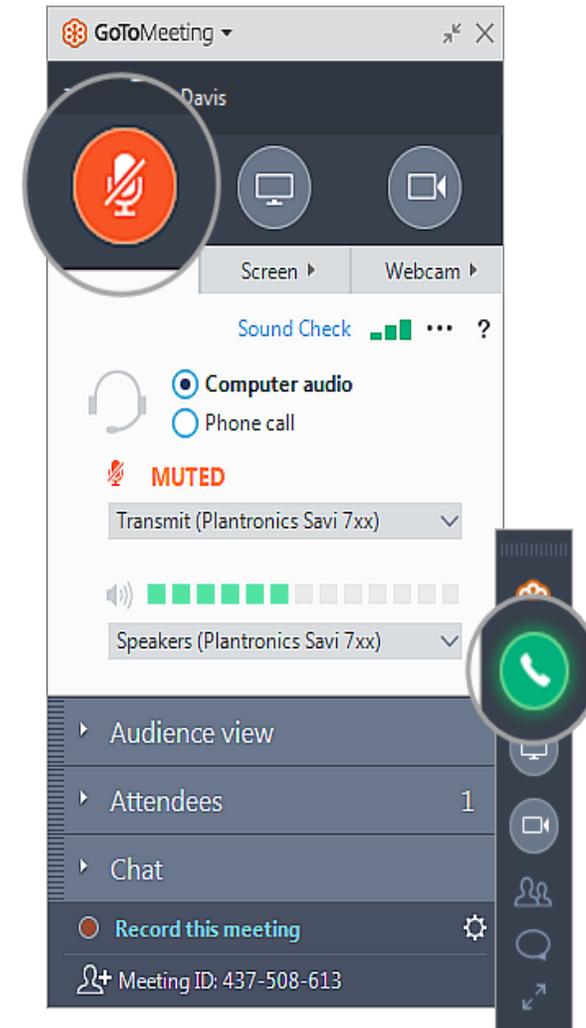


Minnesota Housing 2023 Multifamily Consolidated RFP/2024 HTC Round 1 Self-Scoring Worksheet Training

May 2, 2023

Meeting Logistics

- This session is being recorded and may be posted publicly.
- We will leave time at the end for questions.
- Please mute your line unless you are speaking. Webinar audio controls are **orange** when muted.
- Please do not put your line on hold, as this may trigger hold music.



Our Mission

Housing is the foundation for success, so we collaborate with individuals, communities and partners to create, preserve and finance housing that is affordable.

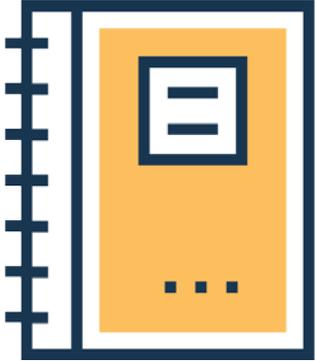
May 2023

Minnesota Housing | mnhousing.gov



Technical Assistance

- Technical assistance provided by Minnesota Housing staff is only advisory and does not guarantee that a development will receive points under a particular category or be selected for funding.
- While every effort is made to ensure the accuracy of technical assistance, such assistance is subject to, and does not modify or override, the requirements of Minnesota Housing's Qualified Allocation Plan, the Self-Scoring Worksheet, Multifamily RFP Standards, Multifamily Underwriting Standards, Building Standards, or other documents related to applications for funding.
- Applicants are encouraged to review the materials available on Minnesota Housing's website and consult with legal counsel, and if applicable, a knowledgeable tax professional, to ensure compliance with all applicable application, submission and project requirements.
- Request Technical Assistance on our website: mnhousing.gov



1. What You Need to Know:

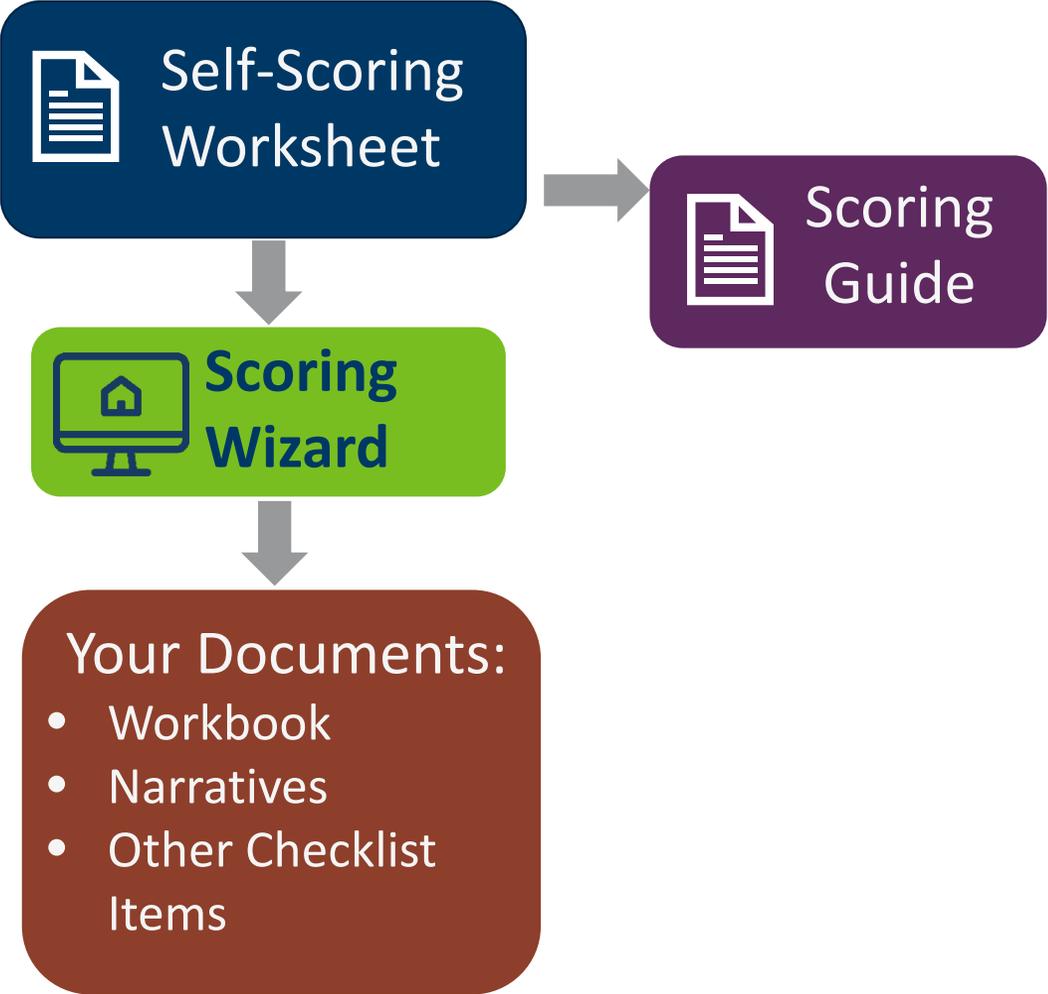
- 2024 – 2025 Self-Scoring Worksheet
 - A Qualified Allocation Plan document
- Changes since 2022-2023



2. Where to Go:

- Technical Assistance
- Minnesota Housing Website

Align Your Project





Housing Development and Capital Funding Programs

In its effort to advance [Minnesota Housing's Strategic Priorities](#) and increase housing that is affordable, Minnesota Housing offers a variety of housing development and capital program funding options for rental properties throughout Minnesota. Learn when and how to apply for funding to support your housing development. Learn about the capital funding programs available, and view the most recent eNews. After your proposal is selected for funding, learn about the process for closing your financing.

Apply for Funding

Throughout the year, Minnesota Housing makes available requests for proposals (RFP) to project owners and developer. What follows is information that introduces the process when developing rental housing in partnership with Minnesota Housing.

Learn about RFPs, technical assistance, and tools used to apply for funding. Application requirements vary depending on the type of financing or funding sought.

New to Minnesota Housing

Minnesota Housing believes in diversification of projects, proposal types, and partners. It would be an honor for you to partner with us. The Multifamily Division has several resources to help you get started, including trainings, technical meetings, and tools to help you put together a rental housing development concept to apply for funding for your development or housing project.

Menu

[MF Consolidated Request For Proposals \(RFP\)](#)

[Rent and Income Limits](#)

[Program Guides and Manuals](#)

[Preservation Resources](#)

[Supportive Housing Resources](#)

[Multifamily Customer Portal Resources](#)

[Development Team Qualification Forms](#)

[MF Consolidated Request For Proposals & Housing](#)

[Tax Credits Funding Selections](#)

Minnesota Housing's Strategic Priorities/Objectives

Must Meet Agency Strategic Priority(ies):

- Improve the Housing System
- Preserve and Create Housing Opportunities
- Support People Needing Services
- Strengthen Communities



Projects financed with an allocation of tax-exempt bonds from Minnesota Management and Budget (MMB):

- [Minn. Stat. 462A.222, subd. 3\(d\)](#): projects are the highest strategic priority and need not meet a separate strategic priority

Where to Go: Multifamily Rental Housing Narrative

Pre-Applications

- People with Disabilities (PWD)- Tier 2: PWD units that will use HUD Section 811 Project Rental Assistance (PRA)
- Innovative Construction Techniques

Eventual Tenant Ownership

Innovative Construction Techniques

- Pre-application required



Minimum Point Requirements:

- **80-point minimum** for 9% HTC projects
- **40-point minimum** for 4% HTC projects
- Minnesota Housing will only award points if claimed by the applicant.
- **Documentation of Points:**
 - Claim Your Points
 - Provide documentation to support your points.

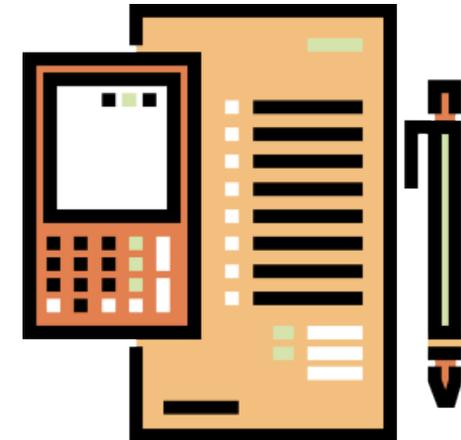
Documentation of Units

- Unit Types: total versus restricted/assisted
- Minimum Unit Requirements
- Rent Restrictions
- Income Restrictions
- Minnesota Housing will reduce points if the documentation does not meet requirements.



Additional Requirements

- **Extended Duration**
 - HTC projects required to waive their right Qualified Contract
- **Deeper Rent Targeting**
 - 2% of **total units** w/rents at 30% MTSP (Multifamily Tax Subsidy Projects), and
 - 3% of **total units** w/rents at or below the HAP (Housing Assistance Payment) payment standards



Minimum Thresholds – 9% HTC Applications

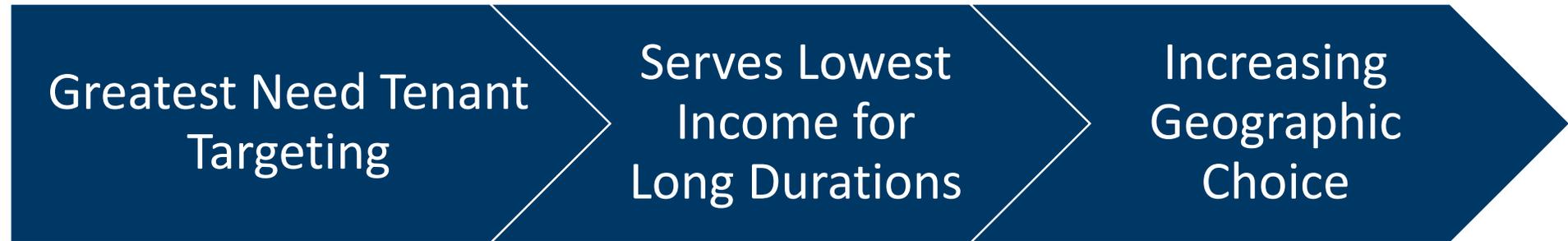


- Applicants seeking 9% tax credits in Round 1 must meet at least one threshold item:
 - Metropolitan Area
 - Outside the Metropolitan Area
 - People with Disabilities
 - Preserve Existing Subsidized Housing
 - Rural Development
- Projects may meet more than one threshold



Multifamily Selection Criteria

Selection Categories



Greatest Need Tenant Targeting

Four Selection Criteria

- A. Large Family Housing
- B. Senior Housing
- C. Permanent Supportive Housing for High Priority Homeless (HPH)
- D. People with Disabilities (PWD)
 - Tier 1 and Tier 2



Greatest Need Tenant Targeting

Large Family Housing

A. Large Family Housing (12 to 15 points)

1. **Large Family Housing:** The proposal is for a project that provides family housing that is not restricted to persons 55 years old or older. The owner agrees to market to families with minor children. Select all that apply:

a. At least 75% of the total assisted⁵ units contain two or more bedrooms and at least one-third of the 75% contain three or more bedrooms. **(12 points)**

Number of units with:

2 Bedrooms: _____

3 Bedrooms: _____

4 Bedrooms: _____

5 Bedrooms: _____

6 Bedrooms: _____

b. If eligible under 1.a. above, at least one-third of three or more bedrooms required above must contain four or more bedrooms. **(3 points)**

Number of units with:

4 Bedrooms: _____

5 Bedrooms: _____

6 Bedrooms: _____

Greatest Need Tenant Targeting Large Family Housing Continued

- Calculation based on the number of assisted units
- Scoring Wizard and Workbook numbers need to match

Rent Limit	Income Limi	Program Type								Rooms Per Unit	Total Rooms	Source of Rental Assistance or Operating Subsidy
		HTC	HOME	NHTF	HPH	PWD	HIB Senior	Rent Asst	OpSubs			
		<input type="checkbox"/>										
		<input type="checkbox"/>										

Greatest Need Tenant Targeting Senior Housing

B. Senior Housing (3 to 7 points)

1. **Senior Housing:** The proposal is for a project that provides housing that is restricted to persons 55 years of age or older. Select all that apply:

a. 100% of the **total assisted units** will be restricted and marketed to seniors 55 years of age or older **(3 points)**

Number of Units: _____

b. Projects eligible under 1.a. above that agree to further restrict the units' incomes to the county 30% MTSP income limit.

i. 30% to 100% of the **total units** **(4 points)**

Number of Units: _____

ii. 20% to 29.99% of the total units **(3 points)**

Number of Units: _____

iii. 10% to 19.99% of the total units **(2 points)**

Number of Units: _____

iv. 5% to 9.99% of the total units **(1 point)**

Number of Units: _____

Note:

a. Assisted units

b. Total units



Greatest Need Tenant Targeting

Project should be either Senior or Large Family



OR



Greatest Need Tenant Targeting Senior Housing

Senior Housing selection criterion 1.b. cannot be claimed for units that are claimed under the Rental Assistance selection criterion 2.B.2



Greatest Need Tenant Targeting

Permanent Supportive Housing for High Priority Homeless

C. Permanent Supportive Housing for High Priority Homeless (HPH) (7 to 30 points)

Select one and complete the unit count below:

- a. 50% to 100% of the total units, but no fewer than 20 units (30 points)
- b. 10% to 49.99% of the total units, but no fewer than 7 units (10 points)
- c. 5% to 9.99% of the total units, but no fewer than 4 units (7 points)

Greatest Need Tenant Targeting

Permanent Supportive Housing for High Priority Homeless

NEW: Two categories for applications with supportive housing:

- Partially Supportive Housing: Fewer than 50% of total units will serve High Priority Homeless (HPH), People with Disabilities (PWD), or *Other Homeless Households
 - Minnesota Housing will verify the market need.
- Primarily Supportive Housing: 50% or more of total units will serve HPH, PWD, or *Other Homeless Households

**Other Homeless Households include (i) individuals leaving institutions that do not have a permanent residence or (ii) other homeless populations not referred by the Coordinated Entry System.*

Greatest Need Tenant Targeting

Permanent Supportive Housing for HPH Continued

- HPH and PWD points cannot be claimed on the same units.
- You can have both in the project, but you can't claim points for the same units.



Greatest Need Tenant Targeting

People with Disabilities (PWD)

D. People with Disabilities (PWD) (7 to 13 points)

Tier 1:

- a. 15% to 25% of the **total units**, but no fewer than six units (10 points)
- b. 10% to 14.99% of the total units, but no fewer than five units (9 points)
- c. 5% to 9.99% of the total units, but no fewer than four units (7 points)

OR

Tier 2: HUD section 811 Project Rental Assistance (PRA). **Pre-App required!**

- a. 15% to 25% of the **total units**, but no fewer than ten units (13 points)
- b. 10% to 14.99% of the total units, but no fewer than seven units (11 points)
- c. 5% to 9.99% of the total units, but no fewer than five units (9 points)

Greatest Need Tenant Targeting People with Disabilities (PWD) - Continued

- Calculation based on the number of total units
- Minnesota Housing will validate units with the workbook
- Income limit should be restricted to 30% MTSP

Income Limit	Program Type								Rooms Per Unit	Total Rooms	Source of Rental Assistance or Operating Subsidy
	HTC	HOME	NHTF	HPH	PWD	HIB Senior	Rent Asst	Op Subs			
30% MTSP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Housing Support

Greatest Need Tenant Targeting

Permanent Supportive Housing for PWD - Continued

- HPH and PWD points cannot be claimed on the same units.
- You can have both in the project, but can't claim points for the same units.



Serves Lowest Income for Long Durations

Four Selection Criteria

- A. Preservation
- B. Rental Assistance
- C. Serves Lowest Income Tenants/Rent Reduction
- D. Long-Term Affordability



Serves Lowest Income for Long Durations Preservation

Thresholds:

1. Risk of Loss Due to Market Conversion
2. Risk of Loss Due to Critical Physical Needs
3. Risk of Loss Due to Ownership Capacity/Program Commitment



Criteria:

- Tier 1 - Existing Federal Assistance – projects with existing project based rental assistance (15 to 40 points)
- Tier 2 - Other Existing Federal Assistance and Critical Affordable Units – Tier 2 (15 points) – **NEW- Combined**



Serves Lowest Income for Long Durations Rental Assistance

B. Rental Assistance (6-26 points)

- a. 100% of the total units will have project-based rental assistance **(19 points)**
Number of Units: _____
- b. 51.1% to 99.9% of the total units **(16 points)**
Number of Units: _____
- c. 20.1% to 51% of the total units **(13 points)**
Number of Units: _____
- d. 10.1% to 20% of the total units, but no fewer than four units **(10 points)**
Number of Units: _____
- e. 5% to 10% of the total units, but no fewer than four units **(7 points)**
Number of Units: _____
- f. Fewer than 5% of the total units, but no fewer than four units **(6 points)**
Number of Units: _____

Serves Lowest Income for Long Durations Further Restricting Rental Assistance

2. Further Restricting Rental Assistance

Projects that are eligible under 2.B.1. a-f above and have rental assistance (as described above) that agree to further restrict units to households whose incomes do not exceed the county 30% MTSP income limit for a 10-year period¹¹ Select one:

- a. 75.1% to 100% of the total units (7 points)
Number of Units: _____
- b. 50.1% to 75% % of the total units (6 points)
Number of Units: _____
- c. 25.1% to 50% of the total units (5 points)
Number of Units: _____
- d. 15.1% to 25% of the total units (4 points)
Number of Units: _____
- e. 5% to 15% of the total units, but no fewer than four units (3 points)
Number of Units: _____

Serves Lowest Income for Long Durations Rental Assistance - Continued

- Commitment documentation must:
 - Be fully executed
 - State the project name
 - Include the number of units
- Commitment documentation for Further Restricting Incomes no longer needs to state the approval of the governing body



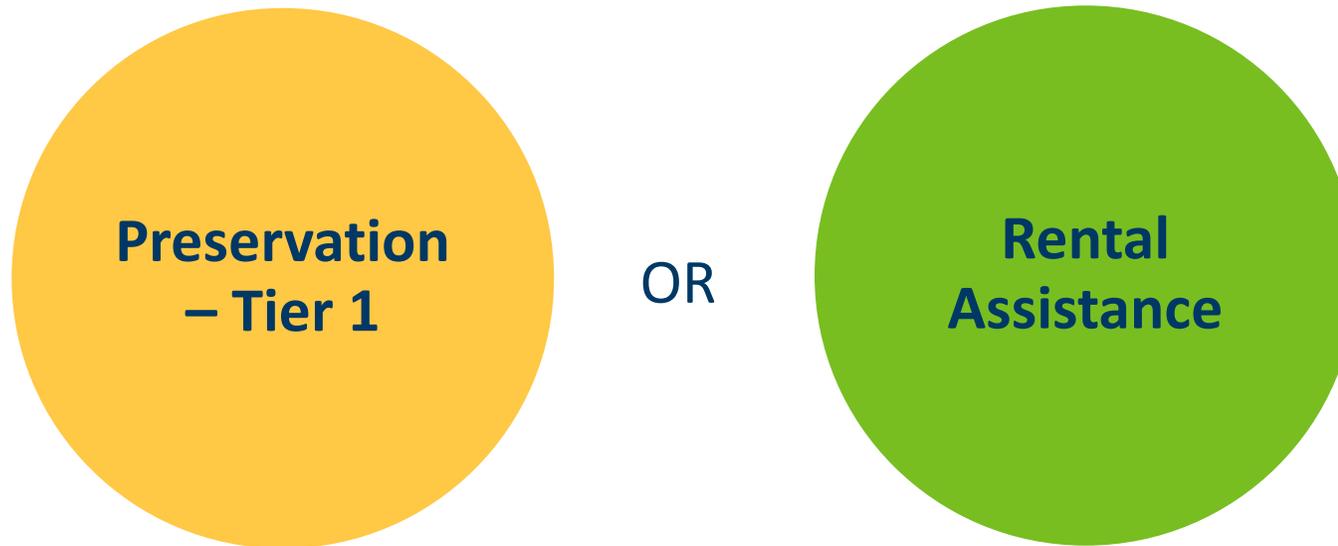
Serves Lowest Income for Long Durations Rental Assistance - Continued

- Units must be marked as rental assistance in the Workbook
- Commitments must be fully binding
- Commitments contingent on an award from Minnesota Housing are acceptable
- Commitment subject to a third-party RFP to award vouchers are not acceptable

HOUSING INCOME												
Rent Limit	Income Limit	HTC	HOME	NHTF	HPH	PWD	HIB Senior	Rent Asst	Op Subs	Rooms Per Unit	Total Rooms	Source of Rental Assistance or Operating Subsidy
30% MTSP	30% MTSP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Housing Support					
30% MTSP	30% MTSP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Section 8					

Serves Lowest Income for Long Durations Preservation/Rental Assistance - Continued

- Projects with new or existing rental assistance can take points under Preservation (A.) or Rental Assistance (B.).
- Refer to Scoring Guide



Serves Lowest Income for Long Durations

Serves Lowest Income Tenants/Rent Reduction

C. Serves Lowest Income Tenants/Rent Reduction (8 to 20 points):

This selection will restrict **rents only** (tenant incomes will not be restricted to the county 50% MTSP income limit by claiming this selection criterion).

- a. 100% of the **total units** will restrict rents at or below the county 50% MTSP rent limit **(13 points)**
Number of Units: _____
- b. At least 50% of the **total units** will restrict rents at or below the county 50% MTSP rent limit **(8 points)**
Number of Units: _____
- c. Projects that are eligible for 1.a. or 1.b. above and agree to further restrict units to the county 30% MTSP rent limit:
 - i. 30% to 40% of the **total units** **(7 points)**
Number of Units: _____
 - ii. 20% to 29.99% of the total units **(6 points)**
Number of Units: _____
 - iii. 10% to 19.99% of the total units **(5 points)**
Number of Units: _____
 - iv. 5% to 9.99% of the total units **(4 points)**
Number of Units: _____

Serves Lowest Income for Long Durations

Serves Lowest Income Tenants/Rent Reduction

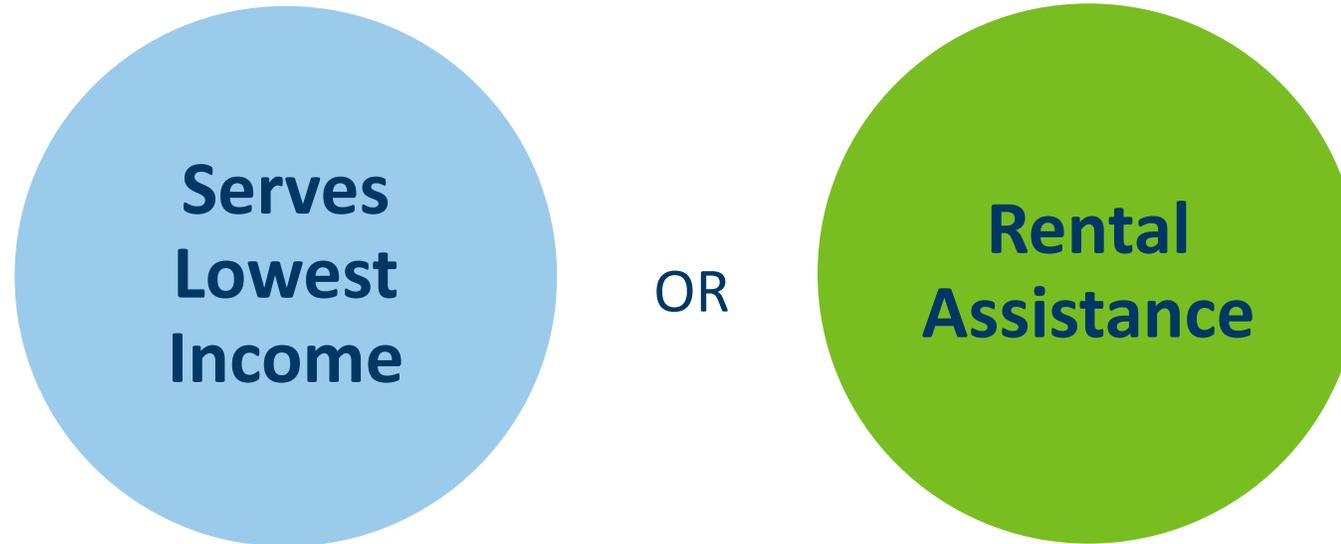
- Total Units = **40 Units**
- Units rent-restricted to 50% MTSP = (8) 1BR + (8) 2BR + (4) 3BR = **20 Units**
- Total units rent-restricted to at or below 50% HUD MTSP income = **20 units / 40 total units** = 50% of the units are restricted. Scoring Criteria 1.b met; 8 points to be awarded
- Units rent-restricted to 30% MTSP = (8) 1BR = **8 Units**
- Total units rent-restricted to at or below 30% HUD MTSP income = **8 units / 40 total units** = 20% of the units are restricted. Scoring Criteria 1.b met; 6 points to be awarded

Unit Type	# of Bath-rooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
1BR	1.00	8						30% MTSP	50% MTSP
1BR	1.00	8						60% MTSP	60% MTSP
2BR	1.00	8						50% MTSP	50% MTSP
2BR	1.00	8						60% MTSP	60% MTSP
3BR	2.00	4						50% MTSP	50% MTSP
3BR	2.00	4						60% MTSP	60% MTSP

Serves Lowest Income for Long Durations

Serves Lowest Income/Rental Assistance

- Serves Lowest Income points cannot be claimed on units that have rental assistance.
- You can have both in the project but cannot claim points for both the same units



Serves Lowest Income for Long Durations

Serves Lowest Income/Rent Reduction Continued

[Home](#) / [Rental Housing](#) / [Post-Selection](#) / **Rent & Income Limits**



Multifamily Rent and Income Limits

FY2023 Income Limits Delayed until May 15, 2023

The U.S. Department of Housing and Urban Development has stated that FY2023 income limits for Section 8 and Housing Tax Credits will be delayed until at least May 15, 2023. FY2023 limits for HOME and NHTF are usually published a month later. We will post the 2023 limits on our website and send an eNews to owner/agents when they are available.

Menu

[MF Consolidated Request For Proposals \(RFP\)](#)

[Rent and Income Limits](#)

[Program Guides and Manuals](#)

May 2023

Collapse All

Multifamily Tax Subsidy Projects (MTSP)



Serves Lowest Income for Long Durations

Long Term Affordability

D. Long Term Affordability (8 to 9 points):

For a deferred loan project, the owner agrees to extend the term of the Declaration beyond 30 years.

Select one:

- a. The HTC project will extend the term of the LURA and waive the right to a Qualified Contract for a minimum of 50 years and/or the deferred loan project will extend the term of the deferred loan Declaration to **50 years (9 points)**
- b. The HTC project will extend the term of the LURA and waive the right to a Qualified Contract for a minimum of 40 years and/or the deferred loan project will extend the term of the deferred loan Declaration to **40 years (8 points)**

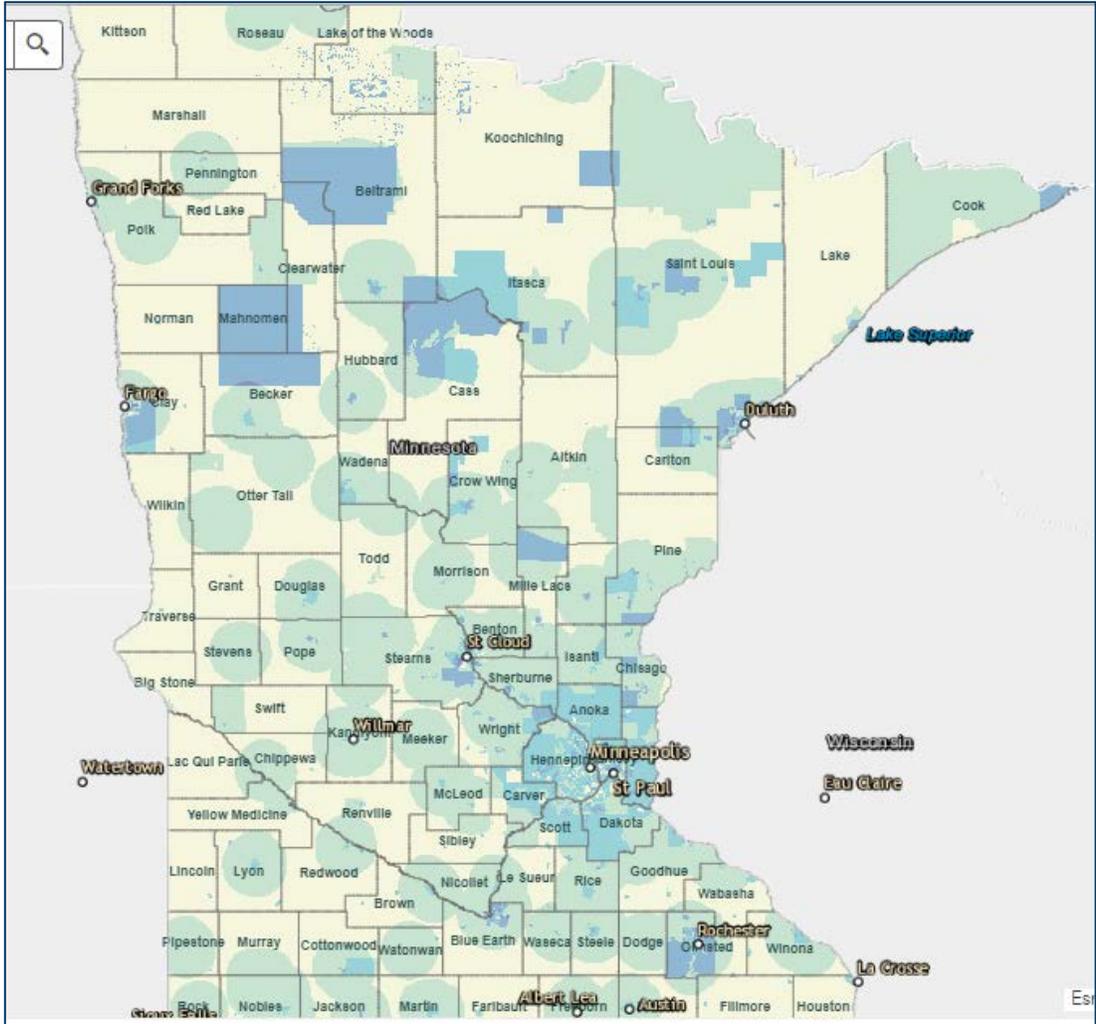
Increasing Geographic Choice

Three Scoring Criteria

- A. Need for More Affordable Housing Options
- B. Workforce Housing Communities
- C. Transit and Walkability - Metro area and Greater MN

NEW:

- Methodology Guide
- Hold Harmless Provision

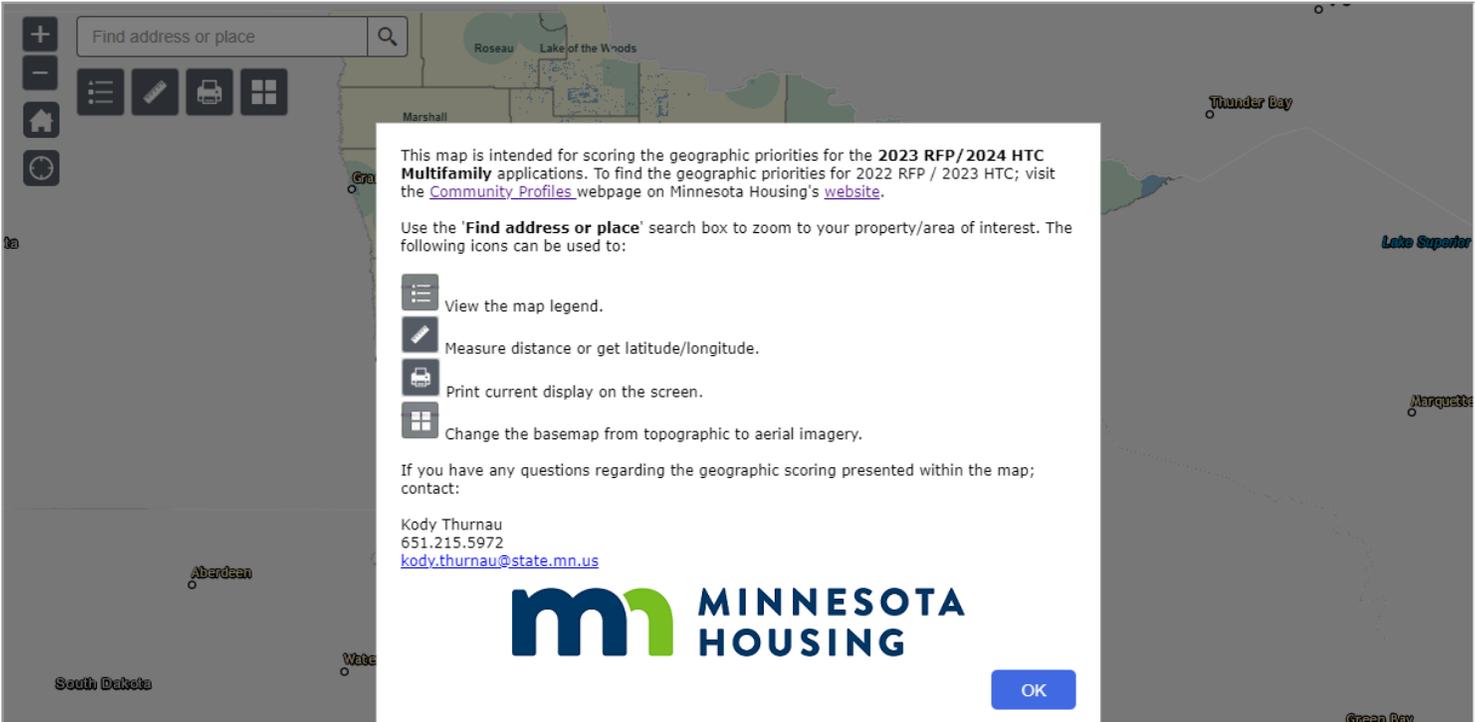


Community Profiles

<https://www.mnhousing.gov/policy-and-research/community-profiles/community-profiles-for-scoring-in-2023-consolidated-rfp-2024-htc.html>

Home / Policy and Research / Community Profiles / Community Profiles for Scoring in 2023 Consolidated RFP/2024 HTC

Community Profiles for Scoring in 2023 Consolidated RFP/2024 HTC



Increasing Geographic Choice Need for More Affordable Housing Options

A. Need for More Affordable Housing Options (8 to 10 points)

1. Projects located in communities with a need for more affordable housing options because either there is a low share of affordable rental housing compared to all housing options in a community or a large share of renters are cost burdened by their rent. Select one:
 - a. **Tier 1 Tracts or Cities, and Tribal Reservations:** Those in the 80th percentile or higher in the highest share of cost burdened renters or in the lowest share of affordable rental housing relative to the community type. Tribal reservations are also considered Tier 1 for having a need for more affordable housing options **(10 points)**
 - b. **Tier 2 Tracts or Cities:** Those in the 50th to 79th percentile in the highest share of cost burdened renters or in the lowest share of affordable housing relative to the community type **(8 points)**

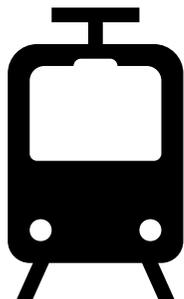
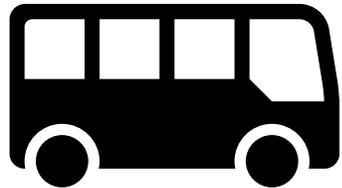
Increasing Geographic Choice Workforce Housing Communities

B. Workforce Housing Communities (3 to 6 points)

1. Selection One:

- a. Top Job Center or Net Five Year Job Growth Community (6 points)
- b. Individual Employer Growth Community (6 points)
- c. The proposed housing is in a Long Commute Community (3 points)

Increasing Geographic Choice Transit and Walkability



Two key components

- Access to Transit
- Walkability

Three geographic categories

- Metropolitan Area
- Greater Minnesota Urbanized Areas
- Greater Minnesota Rural and Small Urban Areas

Supporting Community and Economic Development

Five Selection Criteria

- A. Community Development Initiative
- B. Equitable Development
- C. Rural/Tribal
- D. QCT/Community Revitalization, Tribal Equivalent Areas, and Opportunity Zones
- E. Multifamily Award History
- F. Black-, Indigenous-, People of Color-, and Women-owned Business Enterprise



Supporting Community and Economic Development Community Development Initiative

- For projects that contribute to active implementation of a Community Development Initiative to address locally identified needs and priorities
- **Required** Documentation:
 - Community Development Initiative Narrative
 - Map of the targeted geographic area
 - Copy of the plan or initiative
 - A full copy of all referenced plans or initiatives must be submitted.
 - Affordable Housing must be listed as a key strategy of the initiative
 - Stakeholder list



Supporting Community and Economic Development Community Development Initiative Continued



Examples of initiatives or plans:

- ✓ Neighborhood plans
- ✓ County plans
- ✓ Comprehensive plans (if the Community Development Initiative Narrative is completed)



Not eligible:

- x Housing studies
- x Market studies
- x Only a portion of the plan

Submit documentation that meets **all five** threshold criteria, including the Equitable Development Narrative.

- 1.a. **Housing Disparity** Addressed by the project.
- 1.b. **Meaningful Participation** of Communities Most Impacted (CMI)
- 1.c. **Meaningful Engagement** with the identified CMI through the Qualified Stakeholder Group
- 1.d. **Significant Involvement** of the Qualified Stakeholder Group
- 1.e. **Signed letter** from Qualified Stakeholder Group

Supporting Community and Economic Development Equitable Development - Continued

- Threshold 1.a. Housing Disparity Addressed by the Project
 - Identity which CMI(s) is/are this project proposal focused on serving
 - Lowest Income (e.g.. $\leq 30\%$ of MTSP)
 - People of Color
 - Indigenous People
 - LGBTQ+ People
 - People Experiencing Homelessness
 - People with Disabilities
 - Immigrants
 - Large Families
 - Seniors
 - Families with children

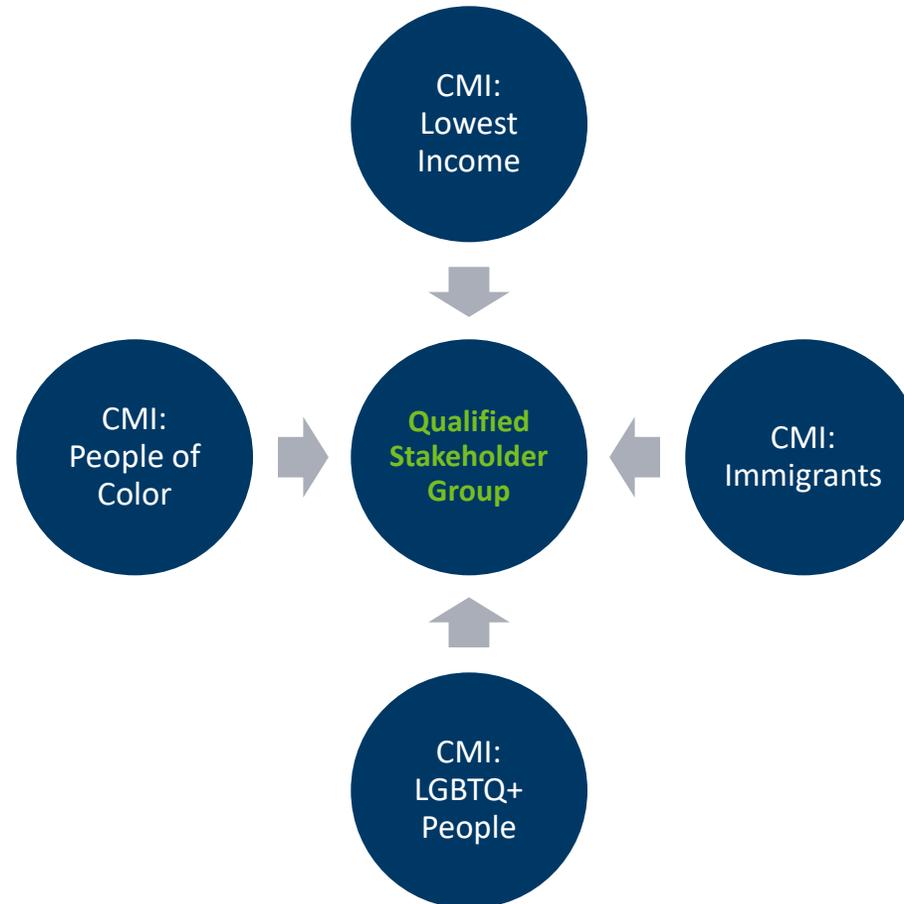


Supporting Community and Economic Development Equitable Development

Provide evidence that the project attempts to address the needs of a **Community Most Impacted (CMI)** by housing disparities and that a **Qualified Stakeholder Group**, with meaningful participation from that community, has a significant role in the project proposal.

A project can serve one or multiple CMIs. Select the CMI(s) that have a **significant role** in the proposal.

Example:



Supporting Community and Economic Development Equitable Development - Continued

- Threshold 1.b. Meaningful Participation of Communities Most Impacted
 - A Qualified Stakeholder Group must have meaningful participation of the CMI that is the focus of the project proposal as documented in the narrative.
 - Mission and Purpose
 - Leadership and advisory roles
 - Previous activities



Supporting Community and Economic Development Equitable Development – Continued

- Threshold 1.c. Meaningful Engagement with the Identified CMI through the Qualified Stakeholder Group
 - Minimum of two meetings with the group prior to submission of the current application.
 - Threshold 1.d. Significant Involvement of the Qualified Stakeholder Group
 - Design
 - Services
 - Community Benefits
 - Other – describe in narrative
- *Must be in addition to any mandatory minimum requirements of the QAP



Supporting Community and Economic Development Equitable Development – Continued

- Threshold 1.e. – Signed letter from Qualified Stakeholder Group
 - Letter must be signed by group participants who are willing to sign the document.
- Where to Go: Self-Scoring Worksheet for details and requirements



C. Rural/Tribal

- Tier 1
- Tier 2 - NEW

D. QCT/Community Revitalization, Tribal Equivalent Area, and Opportunity Zones

E. Multifamily Award History



F.1. Black-, Indigenous-, People of Color-, and Women-owned Business Enterprises – UPDATES

a. Ownership/Sponsorship (Select one)

- i. The project owner/sponsor is a tribe or tribally designated housing entity, tribal corporate entity or a for-profit Black-, Indigenous-, People of Color-owned Business Enterprise **(8 points)**
- ii. The project owner/sponsor is a for-profit Women-owned Business Enterprise **(5 points)**
- iii. The project owner/sponsor is a nonprofit Black-, Indigenous-, People of Color-, - or Women-owned Business Enterprise **(4 points)**

Supporting Community and Economic Development Black-, Indigenous-, People of Color-, and Women-owned Business Enterprises

b. Development Team

The developer, general contractor, architect, service provider, or management agent is a Black-, Indigenous-, People of Color-, or Women-owned Business Enterprise. Select one.

- i. Two or more entities are a Black-, Indigenous-, People of Color-owned Business Enterprise **(7 points)**
- ii. Two or more entities are Women-owned Business Enterprises or a combination of Black-, Indigenous-, People of Color-, or Women-owned Business Enterprise **(4 points)**
- iii. One entity is a Black, Indigenous, People of Color-owned Business Enterprise/
Women-owned Business Enterprise **(1 point)**

NOTE: Black-, Indigenous-, People of Color-, Women-owned Business Enterprises (F.1.a) and Black-, Indigenous-, People of Color-, Women-owned Business Enterprises (F.1.b) selection criteria cannot be claimed if there is an identity of interest between the Owner/Sponsor and the Developer for the same units.

Supporting Community and Economic Development Black-, Indigenous-, People of Color-, and Women-owned Business Enterprises

C. Partnership

Provide an agreement executed between the partnering entity(ies) that defines the division of specific duties and roles, ownership, profit, and cashflow projection. The agreement should explicitly state the goal of building capacity to develop, manage, construct, design, or own affordable housing in the future. Select one.

- i. The project sponsor agrees to partner with a Black, Indigenous, People of Color-owned Business Enterprise /Women-owned Business Enterprise sponsor that will have at least a 50.1% stake in all aspects of the development including, but not limited to, ownership in the General Partnership, cash flow, and voting rights
(4 points)
- ii. The project sponsor agrees to partner with a Black, Indigenous, People of Color-owned Business Enterprise /Women-owned Business Enterprise sponsor that will have at least a 30% stake in all aspects of the development including, but not limited to, ownership in the General Partnership, cash flow, and voting rights
(2 points)
- iii. The project developer, general contractor, architect, service provider, or management agent agrees to partner with a People of Color-owned Business Enterprise/Women-owned Business Enterprise entity to perform a defined portion of the contracted work **(1 point)**

Efficient Use of Scarce Resources and Leverage

Three Selection Criteria

- A. Financial Readiness to Proceed/Leveraged Funds
- B. Other Contributions
- C. Intermediary Costs



Efficient Use of Scarce Resources and Leverage Financial Readiness to Proceed/Leveraged Funds

A. Financial Readiness to Proceed/Leveraged Funds (4 to 16 points):

Total eligible funding secured, awarded or committed: \$ _____

Total Development Cost: \$ _____



Percentage of
Permanent Capital
Funding Sources
Committed %

Efficient Use of Scarce Resources and Leverage Other Contributions

B. Other Contributions (2 to 10 points):

Total “Other” non-capital funding contributions and sources \$_____

Total Development Cost: \$ _____



**Other
Contributions %**
(rounded to the nearest
tenth):

Efficient Use of Scarce Resources and Leverage Intermediary Costs

C. Intermediary Costs (1 to 6 points):

$$\frac{\text{Intermediary cost amount \$ _____}}{\text{Total Development Cost: \$ _____}} = \text{Intermediary Percentage \% (rounded to the nearest tenth):}$$

Building Characteristics

Three Selection Criteria

- A. Universal Design
- B. Smoke-free buildings
- C. Enhanced Sustainability



Building Characteristics

Universal Design

A. Universal Design (3 points)

The project will incorporate Universal Design Features. A Universal Design unit is a unit that includes all Minimum Essential Universal Design Features, along with eight Optional Features for units in a new construction or adaptive re-use project, and four Optional Features for units in a rehabilitation project. Type A accessible units (as referenced in Minnesota Housing's Rental Housing Design and Construction Standards) also meet the definition of a Universal Design Unit. Select one:

- a. An elevator building with 100% of the assisted units meeting the definition of a Universal Design Unit (3 points)

Number of units: _____

OR

- b. A non-elevator building with at least 10% of the assisted units meeting the definition of a Universal Design Unit (3 points)

Number of units: _____

Must Complete and Submit the Universal Design Worksheet

B. Smoke Free Buildings (1 point)

1. The project will institute and maintain a written policy prohibiting smoking in all units and all common areas within the building(s) of the project. The written policy, submitted after selection during the due diligence process, must include procedures regarding transitioning to smoke free for existing residents and establishment of smoking areas outside of units and common areas, if applicable. Consequences for violating the smoke free policy are determined by the owner but must be included in the written policy.

The project must include a non-smoking clause in the lease for every household. Projects awarded a point in this scoring criteria may be required to maintain the smoke free policy for the term of the LURA **(1 point)**

C. Enhanced Sustainability

Tier 1: 1 point for 2x the optional criteria points (70 or 80)

Tier 2: 2 points for 3x the optional criteria points (105 or 120)

Tier 3: 3 points for Alternative Building Performance Pathways

MN B3 Sustainable Buildings 2030 Standards (SB2030)- for new construction

2020 Enterprise Green Communities Criteria (EGCC) Certification Plus/ Department of Energy (DOE) Zero Energy Ready Home (ZERH) – for new construction

Performance Pathway – for rehabilitation

Tier 4 (NEW): 4 points for Passive House, Zero Energy Petal, Zero Carbon Petal or Living Building Challenge

- Other Enhanced: 5 points for: Tier 2 + Tier 3, or Tier 1 + Tier 4
- Other Enhanced: 6 points for: Tier 2 + Tier 4

Unacceptable Practices

7. Unacceptable Practices (-1 to -35 points)

Minnesota Housing may impose penalty points for unacceptable practices.

May apply to ALL projects, not just HTC projects.

Where to Go: Qualified Allocation Plan

Reminder: Align Your Project

Unit Numbers
and Dollar
Amounts should
all match up.





Housing Development and Capital Funding Programs

In its effort to advance [Minnesota Housing's Strategic Priorities](#) and increase housing that is affordable, Minnesota Housing offers a variety of housing development and capital program funding options for rental properties throughout Minnesota. Learn when and how to apply for funding to support your housing development. Learn about the capital funding programs available, and view the most recent eNews. After your proposal is selected for funding, learn about the process for closing your financing.

Apply for Funding

Throughout the year, Minnesota Housing makes available requests for proposals (RFP) to project owners and developer. What follows is information that introduces the process when developing rental housing in partnership with Minnesota Housing.

Learn about RFPs, technical assistance, and tools used to apply for funding. Application requirements vary depending on the type of financing or funding sought.

New to Minnesota Housing

Minnesota Housing believes in diversification of projects, proposal types, and partners. It would be an honor for you to partner with us. The Multifamily Division has several resources to help you get started, including trainings, technical meetings, and tools to help you put together a rental housing development concept to apply for funding for your development or housing project.

Menu

[MF Consolidated Request For Proposals \(RFP\)](#)

[Rent and Income Limits](#)

[Program Guides and Manuals](#)

[Preservation Resources](#)

[Supportive Housing Resources](#)

[Multifamily Customer Portal Resources](#)

[Development Team Qualification Forms](#)

[MF Consolidated Request For Proposals & Housing](#)

[Tax Credits Funding Selections](#)

Resources:

- Website: mnhousing.gov
- Email addresses:
 - Technical Assistance: TechnicalAssistanceRequest.MHFA@state.mn.us
 - General Consolidated RFP questions: mhfa.consolidated.rfp@state.mn.us
 - MF Customer Portal questions: mhfa.app@state.mn.us
 - Housing Tax Credits: htc.mhfa@state.mn.us