



**Community Homeownership
Impact Fund
Request for Funds**

INSTRUCTIONS:

To request Impact Fund Dollars, complete, scan and email this form to Minnesota Housing's Impact Fund team. Incomplete requests will not be processed. Complete requests are generally processed within ten days.

Email	Mail
Impact.fund.mhfa@state.mn.us If sending private data, use our Single Family Secure File Exchange	Minnesota Housing 400 Wabasha Street North, Suite 400 St. Paul, MN 55102-1109 Attn: Impact Team

Impact Fund Award ID _____

REQUEST FOR FUNDS

Administrator (Organization) Name _____

Administrator Street Address _____ City _____ State _____ Zip _____

Administrator Contact name _____ Phone _____ Contact e-mail _____

PROJECT ADDRESS If more than one address, please attach a separate sheet containing all the information below and a breakdown of funds requested for each property.

Project Address _____ City _____ MN _____ State _____ Zip _____

Borrower Name – (If requesting Deferred Loan Funds) _____ Date of Deferred Loan Closing _____

Amount and Type of Impact Fund Dollars Requested

	Grant Funds	Deferred Loan Funds	Interim Loan Funds	Bond Proceeds Loan funds *
Total Amount of this Request				

* If requesting Bond Proceeds Loan funds, please include the amount of funds for each type of uses in the following chart below. If requesting Bond Proceeds Loan funds for more than one address, please attach a separate sheet containing all the information below and a breakdown of funds requested for each property.

	Acquisition of land, demo, utility connections (For Community Land Trusts only)**	Value Gap **	Owner-Occupied Rehabilitation **
Total Amount requested			

** Additional documentation is required with the funds request form to process disbursements. Refer to the additional information below on required documentation. More information can be found in the [Impact Fund Procedural Manual](#).

Required Documentation

Acquisition of land, demo, utility connections: Documentation that includes the following:

- The market value of the real Property relating to the project evidenced by a current appraisal that includes the value of the land.

Value Gap: Documentation of development cost(s) that include the following:

- Evidence that the cost(s) is directly related to the identified Property (e.g., purchase agreement for the home or lot, receipt or invoice with the address of the property); and
- Evidence that the amount of the cost(s) is more than or equal to the requested bond proceeds disbursement.

Owner-Occupied Rehabilitation: Documentation of rehabilitation cost(s) that include the following:

- Evidence that the cost(s) is directly related to the identified Qualified Dwelling Unit (e.g., receipt or invoice with the address of the property); and
- Evidence that the amount of the cost(s) is more than or equal to the requested bond proceeds disbursement.

DISBURSEMENT INSTRUCTIONS

Check one method below:

Electronic Fund Transfer (EFT) (On file at Minnesota Housing)

Mail Check Mail to address below (if different than Administrator's address noted above):

Address

City

State

Zip

By signing below, Administrator certifies that this Request for Funds is made in accordance with the Impact Fund Agreement and all funds received will be or have been used in accordance with the Agreement.

Authorized Signature

Date

Items to attach with this Request for Funds:

- If requesting **Interim Loan Funds**: Documentation of the acquisition, demolition, or start of construction of the Project(s) being financed.
- [An Extension Request Form](#), if activity will not be completed within the current award term.
- [Household Demographic Project Information forms](#) (for completed Projects) not yet submitted to Minnesota Housing.

Minnesota Housing Use Only**Funds to be disbursed from the following source**

Housing Infrastructure Bond Proceeds \$	Economic Dev. Challenge Deferred Loan \$
Indian Set Aside: Deferred Loan \$	Economic Dev. Challenge Grant \$
Indian Set Aside: Grant \$	Economic Dev. Challenge 0% construction loan \$
Interim Loan \$ Interest rate:	Other: \$

Approved by*:

Signature

Date

Print Name

*Approval may be provided electronically in lieu of a signature above.