

2014 Single Family Request for Proposal Consolidated Application Guide and Instructions

Minnesota Housing, in partnership with Greater Minnesota Housing Fund, Metropolitan Council, Family Housing Fund, Minnesota Department of Corrections and Department of Employment and Economic Development announce the availability of funds through a Consolidated Single Family Request for Proposal (RFP).

The RFP, Workbooks, forms and Supplemental Applications, as well as co funder/partner information/documentation is found on [Minnesota Housing's Impact Fund webpage](#).

All applicants must complete the following:

- Single Family Request for Proposal (RFP)—General Section and Workbook.
- Single Family Request for Proposal (RFP)—Housing Activity Section(s) –See below - and Workbook(s). Complete Section(s) and Workbook(s) as applicable to funding request.
 - I. Acquisition-Rehabilitation-Resale Housing Activity and Workbook
 - II. Affordability Gap Housing Activity and Workbook (when no rehabilitation or new construction occurs)
 - III. Land Acquisition for Affordable New Development (LAAND)
 - IV. New Construction and/or Demolition and Rebuild Housing Activity and Workbook
 - V. Owner-Occupied Rehabilitation Program Housing Activity (includes Community Fix Up Loan (CFUL) Program Write-down) and Workbook.

If you are a Community Land Trust or Housing Cooperative, you must also complete the appropriate Supplemental Application.

If you are requesting funds from Greater Minnesota Housing Fund or Metropolitan Council please review the specific program information provided by each funder and submit documentation as required. All co funder/partner information is posted on Minnesota Housing's Impact Fund website noted above.

Application Deadline, Submission Instructions and Technical Assistance

Please read this section carefully, there are steps to be completed **prior** to the submission deadline of **Tuesday, June 17, 2014**.

The completed RFP, all applicable information and documentation must be **RECEIVED at Minnesota Housing's office by either mail, or hand delivered AND electronic-mail** (See electronic instructions below) on or before:

Deadline: Tuesday June 17, 2014 - 12:00 Noon

Faxed, late or incomplete applications will not be accepted.

Mail (or hand deliver) One Original to:
Minnesota Housing

400 Sibley Street, Suite #300
St. Paul, MN 55101
Attn: Single Family RFP Application

AND

One Electronic submission via BOX.com.

PRIOR to submitting a RFP each applicant must send an email (see required contents below) to Minnesota Housing requesting that Impact Fund staff set up a Box.com Impact Fund Upload Account file in your name, which will allow you to submit the RFP. Please send the email request no later than **Monday June 2, 2014** as it may take several business days in order for an Impact Fund Upload Account file to be set up by Minnesota Housing.

To set up an account, send an email to both eric.thiewes@state.mn.us and luis.pereira@state.mn.us with the following information:

- **Organization's Name:** _____
- **Contact's Name(s)/Email address(s) and phone number(s):** _____.

***Note:** If there are multiple people that will need access the Box.com Impact Fund file, list all of their names and email addresses.*

Once an online Account file has been set up for you, Minnesota Housing will notify each email address listed above, via email, that a file has been created. You will then be able to upload your RFP, Workbook and all supporting attachments/documents to the online Account file at: www.BOX.com.

You will be sent a link to accept an invite to share files on Box.

- 1) Click on the accept Invite button.
- 2) You will need to register your name and password to open a free box account. If you already have a Box.com account, log into your existing account. Then click Continue.
- 3) The All Files and Folders page will appear. Click on your organization's 2014 RFP Upload Folder.
- 4) To upload a folder or individual files, click the Upload button at the top of the page under the search box.
- 5) Double Click on the folders of files you want to upload.

You will not be able to view what you have uploaded, but will be able to see the name of the uploaded document. If you find an error within the uploaded document(s,) you can replace the existing document by uploading a new document. You must use the exact same document name to overwrite the first document. **You will not be able to replace any documents after 12:00 Noon on June 17, 2014.**

Contact Eric or Luis is you are having issues uploading documents.

Technical Assistance Materials

Minnesota Housing will conduct RFP technical assistance sessions via a webinar on May 8, 2014 and in-person on May 13, 2014 at Minnesota Housing.

- Check the RFP web page for dates, times and registration information. You will receive "call" instructions when you register.
- Applicants are encouraged to review all of the RFP materials prior to attending a technical assistance session.

Eligible Applicants

Refer to the Community Homeownership Impact Fund (Impact fund) Program Concept and Minnesota Housing's RFP partners' program-specific concepts / program information on Minnesota Housing's website.

All applicants are encouraged to form Implementation Partnerships with one or more entities to achieve the objective(s) stated in the proposal. Proposals submitted by these partnerships must provide evidence of committed Leveraged funds and/or resources other than the funds offered in the RFP. RFP funds can be used in conjunction with other local, state, federal and Minnesota Housing resources, including philanthropic and employer resources.

Tentative Available Funding

Minnesota Housing: Based upon legislative approval, Minnesota Housing anticipates approximately the following funding for both Single and Multi- family proposals:

- \$10.3 million Economic Development Challenge Fund
- \$1.2 million is set-aside for Indian housing
- \$5 million from the Housing and Job Growth Initiative*
- \$40 million may be available from Housing Infrastructure Bond proceeds**

If substantial statutory changes occur to the above funding estimates and sources, Minnesota Housing will provide an update to the above (via e-news and website).

In addition, approximately \$980,000 in Interim Loan financing is available for Single Family proposals.

Metropolitan Council: Anticipates funding available for both Single and Multi-family proposals in the amount of approximately \$1.5 million under Local Housing Incentive Account (LHIA).

Greater Minnesota Housing Fund (GMHF): Anticipates funding for Single Family proposals in the amount of approximately \$300,000.

***Housing and Job Growth Initiative:** This funding under the Economic Development and Housing Challenge Program must facilitate housing in areas where job growth is occurring or expected to occur but existing affordable housing stock is not sufficient to meet the needs of the workers. Funding may be made available if an employer or a consortium of employers make meaningful contributions to address a shortage of affordable housing in their community.

This appropriation and is targeted for housing in communities and regions that have:(i) low housing vacancy rates among homes at similar cost levels in the city; and (ii) Cooperatively Developed Plan that identifies current and future housing needs; and one of the following: (i) experienced job growth between 2006-2011 and have at least 2,000 jobs within the commute shed; (ii) can provide evidence of anticipated job expansion; or (iii) have a significant portion of area employees who commute more than 30 miles between their residence and their employment.

For more detailed criteria see methodology document located on the Impact Fund website noted above.

Preference will be given among comparable housing proposals to proposals that include a meaningful contribution from area employers that reduces the need for deferred loan or grant funds from state resources.

Possibilities for employer contribution may include:

- Charitable or corporate contribution (Internal Revenue Service regulations prohibit the housing from being restricted to occupancy by only the company's employees)
- Donation of Land (to housing developers or to employees who are building homes; required that their employees have first priority for occupancy or receive lower pricing; employer retain the right of first refusal to buy property when resold)
- Low or Zero Interest Loans (Employers with capital or access to lower interest rates can reduce the cost of construction financing)
- Loan Guarantee
- Down payment and closing cost assistance (if direct to employee, is taxable; is charitable in case of contributions to a pool)
- Secondary Gap Financing (contributions to a pool, from which zero-or low – interest loans with repayment deferred until the buyer sells the home)
- Other

****Housing Infrastructure Bond Proceeds:** Housing Infrastructure Bond Proceeds may be available to address affordable housing infrastructure needs in communities throughout the state. Funds will be used to:

- Preserve existing federally subsidized rental housing
- Stabilize communities impacted by the foreclosure crisis by creating new affordable housing opportunities through rental units and **community land trusts** and
- Construct or acquire and rehabilitate supportive housing, particularly for persons experiencing or at risk of experiencing long-term homelessness.

NOTE: The 2014 Minnesota State Legislative session will determine the specific property types and geographic areas for which newly-authorized bond proceed funds may be used.

Guidance to Applicants – Investment of Minnesota Housing Funds

While the need for more affordable housing in Minnesota is great and growing, financial resources are limited and highly competitive. As a result, Minnesota Housing must ensure that its funds are used efficiently and effectively, which involves choosing the right type of housing project in the right community and market for the right type of households.

Under Minnesota Rule 4900.3648 subp. 2.b., when assessing Minnesota Housing Impact Fund Proposals, Minnesota Housing will determine “whether the proposed housing is needed in the market that is intended to be served, based upon the population, job growth, and low housing vacancy rates” when assessing project feasibility.

The following is offered as guidance to applications regarding selection of applications and likely investment of Impact Fund dollars.

Minnesota Housing’s Mission and Strategic Priorities

Minnesota Housing Finance Agency (Minnesota Housing) finances affordable housing opportunities for low- and moderate-income Minnesotans while fostering strong communities. Minnesota Housing’s priorities are to:

- Promote and support successful homeownership
- Prevent foreclosures and support community recovery
- Strengthening organizational capacity
- Preserve federally-subsidized rental housing
- Address specific and critical needs in rental housing markets
- Prevent and end homelessness

Minnesota Housing’s Funding Priorities and Methodology

Community Profiles: Minnesota Housing’s has updated its interactive web-based tool that provides information to assess local housing needs. The Community Profile information and instructions are located [here](#).

Current Funding Priorities and Methodology documents: Minnesota Housing highlights the following priorities this funding round. All methodology documents can be found on Minnesota Housing’s [Impact Fund website](#).

A. Foreclosure Remediation and Community Recovery. See methodology document for specific information.

- **Foreclosure Priority Areas** are residential zip codes identified by Minnesota Housing with the greatest Foreclosure need. See map in Minnesota Housing’s Community Profiles.
- **Community Recovery Areas** are communities with lower median household incomes, older housing stock, and higher than average declines in home sales prices are likely to need public investment to recover. To be eligible for community recovery priority, census tracts must achieve two of these three criteria. The Community Recovery area map can be found in Minnesota Housing’s Community Profiles.

B. Economic Integration. See methodology document for specific information.

An interactive tool is available to assist applicants and staff in determining the location of Economic Integration areas, through Minnesota Housing’s Community Profiles.

C. Minimizing Transportation Costs and Promoting Access to Transit. See methodology document for specific information. An interactive tool is available to assist applicants and staff in determining the location of transportation priority area, through Minnesota Housing’s Community Profiles.

D. Develop-ready proposals that Leverage external resources and show cost containment:

- Demonstrated plan to contain costs and maximize scarce RFP resources
- Ability to stimulate job growth
- Proposals for property rehabilitation that leverages existing resources such as the Fix-up Loan Program and Community Fix-up Loan Program are encouraged (see “E” below).
- Given other available resources and existing programs, it is less probable that the Agency will fund stand-alone down payment assistance proposals not accompanied by new construction and/or acquisition/rehabilitation/resale activities unless stand-alone down payment assistance programs address a well-defined community development policy objective (e.g., promoting successful homeownership in an area hit by Foreclosure/Community Recovery; Economic Integration, etc.).

E. Using Impact Fund dollars to write down Fix Up loans (Community Fix Up initiative)

Fix Up loans

Minnesota Housing provides affordable home improvement loans through a statewide network of participating lenders that include banks, credit unions, and non-profit organizations. Fix Up provides:

- Loans for most basic remodeling, repairs and upgrades
- Options for homeowners with limited equity, including an unsecured loan option
- An incentive interest rate and waiver of income limits for projects making basic energy conservation and basic accessibility improvements.

Community Fix Up Loans (CFUL)

An approved lender and a community partner team up in a partnership to provide services and/or funds in conjunction with Fix Up loans to further increase affordability and provide an incentive for homeowners’ home improvement projects. The approved lender originates these loans.

The CFUL partnership

- Is targeted to specifically-defined community needs
- Includes value-added contributions to the loan, such as the provision of rehab advisory services, or a write down of the interest rate, i.e. a “discount” of the loan. Impact Fund dollars can be used for writing down the CFUL interest rate to low levels.

More information about the Fix Up and Community Fix Up programs is [here](#).

Cooperatively Developed Plan

A Cooperatively Developed Plan is a community supported plan that encompasses multiple affordable housing and related service initiatives in a geographically defined area that is developed through the cooperation and input of a city or county (or instrumentality thereof) or a regional unit of government and one or more of the following entities:

- a neighborhood group or community group;

- housing providers; and
- housing funders.

While not required, it is highly-encouraged that proposals be supported by a Cooperatively Developed Plan. A Cooperatively Developed Plan **IS** required for Housing and Job Growth Initiative proposals.

Note: Related service initiatives refer to the plans impact upon local business, local transit, police, fire, schools, parks, environment and/or infrastructure etc. City comprehensive plans or housing research reports alone do not qualify as a Cooperatively Developed Plan. If submitted, such plans or housing reports must be accompanied by a letter of support from the applicant unit of government as well as clear evidence of community involvement (e.g., a neighborhood or community group; housing providers; housing funders).

Due Diligence Review of applicant organizations

Minnesota Housing will be conducting a due diligence review of each non-governmental organization or for-profit organization that applies for funds. The due diligence review is not an audit or a guarantee of the organization's financial health or stability, but rather, a review of information provided by the applicant organization at time the application is made in order for Minnesota Housing to make an informed decision about awarding funds to the organization.

Central to this due diligence review is the completion of the **Organization Capacity and Review Form – Non-governmental Organizations** or **Organization Capacity and Review Form – For-Profit Organizations** and attach required documentation. Government Agencies and Tribal Governments are not required to complete this form.

Applications with missing documentation or incomplete information may not be considered for funding. Consult with Minnesota Housing prior to the RFP deadline if you have a concern with or question about a document on the list. The forms are found on Minnesota Housing's [Impact Fund website](#).

Green Communities

2011 Enterprise Green Communities Criteria. All acquisition-rehabilitation-resale and new construction projects must comply with the 2011 Enterprise Green Communities Criteria as modified by the 2011 Minnesota Green Communities Overlay. Information on the Criteria be found on [Enterprise Green Communities' website](#); the Minnesota Overlay can be found on Minnesota Housing's [Impact Fund website](#).

This requirement is currently not applicable to Owner-occupied rehabilitation, manufactured/mobile homes programs or Affordability Gap financing (when no construction or rehabilitation activity is funded through the Impact Fund).

Applicants must complete and sign the Impact Fund Application Checklist – Minnesota Overlay to the 2011 Enterprise Green Communities Criteria form and submit with the RFP. The Checklist is found on Minnesota Housing's Impact Fund website, [here](#).

If funded in November 2014, Administrators must complete the following document(s) and submit to Minnesota Housing when an Agreement is executed.

- **2011 Intended Method of Satisfying Green Communities Criteria.** Click on the Instructions tab in the Certification Workbook (please read the instructions carefully), then click on the Intended Method tab, complete, print and sign form, including signatures found at the bottom of the tab). The form is found [here](#), or on Minnesota Housing’s website.

If a waiver is requested complete and submit the following:

- **2011 Waiver Request form.** This form is found [here](#), or on Minnesota Housing’s website. If applicable, complete and print.

Approval Date and Fund Notification

Board Approval

Recommendations for Minnesota Housing’s Single Family proposal selection will be made on **October 23, 2014** at Minnesota Housing’s board meeting. Funding partners’ single-family proposal recommendations will be presented at their individual board meetings.

Fund Notification

Notification of the RFP selected proposals will be posted on Minnesota Housing’s website the Monday following the Board meeting. Those applicants funded through Minnesota Housing will receive an Agreement(s) approximately 20 working days after Minnesota Housing’s Board date. If awarded funds from a Minnesota Housing funding partner, notification will come from the funding partner directly, after their respective Board meeting.

This request for proposal is subject to all applicable federal, state, and municipal laws, rules, and regulations. Minnesota Housing reserves the right to modify or withdraw this RFP at any time and is not able to reimburse any applicant for costs incurred in the preparation or submittal of proposals.

It is the policy of Minnesota Housing to further fair housing opportunity in all of Minnesota Housing’s programs and to administer its housing programs affirmatively, so that all Minnesotans of similar income levels have equal access to Agency programs regardless of race, color, creed, religion, national origin, sex, sexual orientation, marital status, status with regard to receipt of public assistance, disability, or family status.

Ongoing Fund Program Information

Minnesota Housing offers a variety of homeownership and home improvement programs that support the Impact Fund. Your organization may apply for any of Minnesota Housing programs at any time during the year. Applications for these programs are not included in this RFP. Information on the following programs can be found on Minnesota Housing’s website at: www.mnhousing.gov.

Institution Community Work Crew (ICWC) Affordable House Building Program

This program provides interest-free, interim construction financing, but only to nonprofit entities. Funds may be used for new construction, rehab of existing single family homes and multifamily units. A letter from the MNDOC must be attached to your proposal indicating if an ICWC program is or will be available in the area you have identified. Contact the Program Manager availability of funds.

Program Contact: Terry Byrne at Minnesota Department of Corrections
Phone (651) 361-7127
terry.byrne@state.mn.us

Definitions

Administrator. The entity, including its Processing Entity, with whom Minnesota Housing has a contractual relationship to administer Impact Fund Dollars and any successors or assigns approved in writing by Minnesota Housing. Eligible Administrators include a city, a joint powers board established by two or more cities, a federally recognized American Indian Tribe or subdivision located in Minnesota, a tribal housing corporation, a private developer, a non-profit organization, a public housing agency or a natural person who is the owner of a Qualified Dwelling Unit.

Administration Fee. A fee that may be requested by an Administrator to cover program administration costs when the Administrator is not directly involved in the development of a Qualified Dwelling Unit and not compensated by a builder or Developer Fee. Typically, this fee is paid at time of closing and is noted as a separate line item on the HUD-1 Settlement Statement. If the Administrator is taking an Administration Fee, a Developer Fee is not allowed to be taken under the Impact Fund.

Affordability Gap. The difference between the total cost of acquiring the dwelling, generally determined by the Fair Market Sales Price of the dwelling, and the amount of the first mortgage loan for which the Owner-Occupant qualifies.

Affordable to the local workforce. The amount of housing payments made by the occupants of housing funded under the Challenge program is affordable based on the wages of jobs being created or retained in the local area, the fastest growing jobs in the local area, the jobs with the most openings in the local area, or the wages of the workforce employed by organizations making contributions under the Challenge program. Housing payments are affordable if they do not exceed 30% of the wages being paid in the local area as the wages are described in the application for Challenge program funding.

Agreement. The Community Homeownership Impact Fund, Fund Availability, Disbursement and Loan/Grant Agreement (the Agreement). The Agreement is executed by the Administrator, Processing Entity (if applicable) and Minnesota Housing.

Collaborative Application. An application where two or more entities will be directly administering Impact Fund dollars and the following principles are incorporated into the proposal:

- Clear definition of the role of collaborating partners;
- Identification of clear geographies served and housing activities initiated by the collaborating partners;
- Identification of complimentary activities or program design by the Collaborative;
- Overall benefit to the community/region through the use of a Collaborative planning process, proposal, application, funding and evaluation of how the housing needs were met.

Community Recovery. Community Recovery areas are communities that are likely to need public investment to recover, and are defined as those with two of the following three characteristics: 1) lower median household incomes; 2) older housing stock, and 3) higher than average declines in home sales prices.

Cooperatively Developed Plan. A community-supported plan that encompasses multiple affordable housing and related service initiatives in a geographically defined area that is developed through the cooperation and input of a city or county (or instrumentality thereof) or a regional unit of government and one or more of the following entities:

- a neighborhood group or community group;
- housing providers; and
- housing funders.

Related service initiatives refer to the plans impact upon local business, local transit, police, fire, schools, parks, environment and/or infrastructure etc. City comprehensive plans or housing research reports alone do not qualify as a Cooperatively Developed Plan. If submitted, such plans or housing reports must be accompanied by a letter of support from the applicant unit of government as well as clear evidence of community involvement (e.g., a neighborhood or community group; housing providers; housing funders).

Deferred Loan. A non-amortizing zero percent or low-interest loan from Minnesota Housing to the Administrator which in turn is lent by the Administrator to an Owner-Occupant to provide Affordability Gap financing or rehabilitation or other improvements to Qualified Dwelling Units. Deferred Loans are processed and closed by the Administrator, and are assigned and transferred to Minnesota Housing. Deferred Loans must be repaid by the Owner-Occupant when she/he no longer occupies the property as a principal residence, upon the resale of the property, or within 30 years.

Developer Fee. A fee that may be requested by an Administrator that is directly involved in the development of a Qualified Dwelling Unit. This fee is paid at the time of closing from home sale proceeds and is noted as a separate line item on the HUD-1 Settlement Statement. The specific Developer Fee to be taken by the Administrator may come partially or entirely from the Impact Fund, but it must be approved by Minnesota Housing, and the maximum fee that an Administrator may charge is 10% of the Qualified Dwelling Unit's total development cost. Administrators are encouraged to charge a lesser amount. Providing only Affordability Gap financing or owner-occupied rehabilitation financing to an eligible Household is not an eligible activity for which an Administrator may charge a Developer Fee. If the Administrator is taking a Developer Fee, an Administration Fee is not allowed to be taken under the Impact Fund.

Development Readiness. A proposal is considered development ready when the project/activity/program has all its components in place, site control has been obtained, nearing completion or obtainable in approximately a few months, if applicable. The proposed project/activity/program should begin within a few months, at the latest, of Agreement execution.

Foreclosure. A home or residential property has been foreclosed upon if any of the following conditions apply: **a)** the property's current delinquency status is at least 60 days delinquent under the Mortgage Bankers of America delinquency calculation and the owner has been notified of this delinquency, or **b)** the property owner is 90 days or more delinquent on tax payments, or **c)** under state, local or tribal law, foreclosure proceedings have been initiated or complete, or **d)** foreclosure proceedings have been completed and title has been transferred to an intermediary aggregator or servicer that is not an Neighborhood Stabilization Program (NSP) grantee, sub-recipient, contractor developer, or end user or in a Foreclosure Priority Area identified by Minnesota Housing. In cases where the project involves a Foreclosed Property, the proposed project cannot be conversion (adaptive reuse/conversion to housing from another use.)

Grant. Funds awarded by Minnesota Housing to an Administrator under the Agreement generally not requiring repayment and for use by the Administrator in accordance with the Procedural Manual. Typically, Minnesota Housing awards funds to the Administrator to provide Value Gap, or to finance other eligible activities that preserve long-term affordability or for which repayment is economically infeasible.

Housing Activity. A Housing Activity in which an applicant proposes to perform with RFP funding. Housing Activities include: Acquisition/Rehabilitation/Resale, Affordability gap (when no rehabilitation or construction takes place), Land Acquisition for Affordable New Development (LAAND), New Construction/Demolition and Rebuild, or Owner -occupied Rehabilitation program (includes Community Fix Up Loan (CFUL) interest rate write down).

Implementation Partners. Any partner(s) the applicant has assembled to assist in the development, building, marketing, homeowner education or other aspects of the proposed Housing Activity.

Interim Loan. A short-term, non-or-low-interest bearing loan made to an Administrator to assist with acquiring, demolishing, rehabilitating or constructing owner-occupied housing.

Leverage. Financial, regulatory incentives and /or in-kind commitments made in support of the proposed Housing Activity. See the Housing Activity sections for more guidance about the Committed Leverage versus Pending Leverage.

Local Area. The geographic area in Minnesota where the proposed Housing Activity will occur.

Moderate Rehabilitation. An acquisition/rehabilitation/resale project that does not include all major systems and building envelope work as described in the definition of Substantial Rehabilitation.

Owner-occupied housing. Housing that is the principal place of residence for the owner and the owner's household. Housing that is primarily intended to be used in a trade or business, as an investment property, or as a recreational home is not owner-occupied housing. A property with rental housing units qualifies as owner-occupied housing if the property includes no more than four housing units, at least one of which is occupied by the property's owner as their principal place of residence.

Processing Entity. A Minnesota Housing approved lender who partners with an Administrator to process Impact Fund awards and that is required when federal or state laws or acts or the Administrator capacity prohibit an Administrator from directly administering Impact Fund Dollars.

Substantial Rehabilitation. Also known as a Gut Rehab, it is an acquisition/rehabilitation/resale project that includes the replacement and/ or improvement of all the major systems of the building, including its envelope. The building envelope is defined as the air barrier and thermal barrier separating exterior from interior space. For Substantial Rehabilitation projects, this could include either removing materials down to the studs or structural masonry on one side of the exterior walls and subsequently improving the building envelope to meet the whole-building energy performance levels for the project type, or creating a new thermal and air barrier around the building that allows the project to meet Enterprise Green Communities Criteria whole-building energy performance levels. All of the following systems must be addressed in the rehabilitation scope of work to be considered Substantial Rehabilitation: 1) building envelope – including, but not limited to the roof; exterior walls; siding; windows and doors; and repairs to the building's foundation; 2) plumbing – including, but not limited to water lines; gas lines; plumbing fixtures; and drain

lines; 3) electrical – including, but not limited to wiring and lighting fixtures; and 4) heating, ventilation and air conditioning systems.

Target Area. The geographic area in Minnesota where the proposed Housing Activity will occur.

Value gap. Financing to assist the Administrator to fund the difference between the Fair Market Sales Price and the total development cost of a Qualified Dwelling Unit. Value Gap awards are available in the form of a Grant to bridge the cost of property acquisition and improvement or construction of a Qualified Dwelling Unit and the appraised value of that unit.

Visitability. Designs that allow persons with mobility impairments to enter and stay, but not live, in a residence. There are three specific design elements that must be incorporated into a new construction dwelling (using State appropriated funds) to satisfy the State Visitability requirement. The dwelling must include:

1. at least one no-step entrance;
2. 32-inch clear opening doorways;
3. at least a one-half bathroom on the main level that meets minimum clear floor space for half baths as required by Fair Housing Act Part B: Usable Bathrooms.

Single Family RFP Funders and Partners

Contact Impact Fund staff listed below regarding questions related to the application, technical assistance or if you encounter difficulty accessing application.

Minnesota Housing – Impact Fund

Luis Pereira, (651) 296-8276

luis.pereira@state.mn.us

Nancy Slattsveen (651) 296-7994

nancy.slattsveen@state.mn.us

Eric Thiewes (651) 296-6527

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Minnesota Housing - Indian Housing:

Rick Smith (651) 297-4060

smith.rickp@state.mn.us

Greater Minnesota Housing Fund

Robyn Bipes (651) 221-1997

rbipes@gmhf.com

Trisha Presley (651) 221-1997

tpresley@gmhf.com

Metropolitan Council

Linda Milashius (651) 602 -1541

linda.milashius@metc.state.mn.us

Department of Employment and Economic Development

Jeremy LaCroix (651) 259-7457

jeremy.LaCroix@state.mn.us

Minnesota Department of Corrections

Terry Byrne (651) 361-7127

terry.byrne@state.mn.us