



## Multifamily Workbook Release Notes: Version 3.19.25

Last Updated: March 2025

The Multifamily Workbook (Workbook) is the required tool for submitting project data to Minnesota Housing for funding applications. This document outlines changes in the 3.19.25 version.

The 3.19.25 Workbook must be used for the following funding rounds:

- 2025 Multifamily Consolidated RFP/2026 Housing Tax Credit (HTC) Round 1
- 2026 HTC Round 2
- 2026 HTC 4% Only
- 2026 Available Financing
- Other rounds as designated by Minnesota Housing

Download the latest version from the Multifamily Customer Portal. The version date is on the Instructions sheet. Minnesota Housing may request an updated Workbook if the submitted file is corrupted, compromised, or incorrect.

### Workbook Changes

#### Instructions

- The Workbook has been updated to version 2025.03.19 Ver 1.0.
- The list of applicable funding rounds has been revised.

#### Summary

**Prevailing Wage Activity Type:** Selecting "Subject to Prevailing Wage" on the Project Description sheet will now display this status in the Activity Type table on the Summary sheet.

**Unique Operating Expenses (Cells AG73:AS73):** The Unique Operating Expenses row has been relocated below the Total M&O row in the Income & Expense table.

#### Funding Request

**Minnesota Housing Bridge Loan (Cell C10):** Selecting "Bridge Loan" in cell C10 of the Funding Request sheet will unlock row 7 (B7:P7) of the Sources sheet.

## Project Description

**Subject to Prevailing Wage (Cell B28):** You can now designate prevailing wage applicability within the Activity Type section. Refer to Minnesota Housing's [Prevailing Wage](#) webpage for requirements.

## Property Information

No changes.

## Housing Income

No changes.

## Income & Expense

No changes.

## Mortgage Calculation

No changes.

## Cash Flow

**Management & Operating Expenses per Dwelling Unit per Month (M&O/DU/Mo) (Cell E36):** The calculation has been refined to exclude unique operating expenses.

## Development Costs

No changes.

## Sources

**Minnesota Housing Bridge Loan:** Editing row 7 (B7:P7) in the Construction Sources table is now contingent on requesting a Minnesota Housing Bridge Loan. To unlock these cells, select "Bridge Loan" in cell C10 of the Funding Request sheet.

## Flow of Funds

**Scratch Pad Added:** Unlocked cells are now available for calculations and notes.

## Housing Tax Credit (HTC) Info

No changes.

## **Determination of Credit**

**Minnesota Housing Maximum Tax Credit (Cell I76):** The Minnesota Housing Maximum Tax Credit Amount has been updated to \$1,850,000 to reflect the [2026-2027 Qualified Allocation Plan](#) development limits.

## **Development Team**

No changes.

## **Buildings**

No changes.

## **Amortization**

No changes.

## **Contact Us**

Contact [mhfa.app@state.mn.us](mailto:mhfa.app@state.mn.us) for questions about the Multifamily Workbook.