



**Local Housing Trust Fund Grants Program**  
**Request for Proposals (RFP)**  
**Application Instructions**

Grant Period: 2025 - 2028

**Intent to Apply Deadline: Tuesday, February 11, 2025, 5:00 p.m. Central Time**

**Application Deadline: Wednesday, March 19, 2025, 5:00 p.m. Central Time**

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**Table of Contents** *(Hover over section title and CTRL + CLICK to navigate directly to each section.)*

Overview .....	1
Steps to Apply.....	1
Available Funding .....	1
Eligible Applicants .....	3
Eligible Uses.....	3
Program Expectations .....	4
Workplan & Budget .....	4
Grant Payments.....	4
Reporting & Monitoring .....	5
Equity.....	5
Review Criteria .....	6
Threshold Criteria .....	6
Competitive Criteria .....	7
Final Scores and Funding Recommendations.....	8
Pre-Award Risk Assessment .....	8
Application Timeline .....	9
Application Checklist .....	11
Submission Instructions .....	12
Due Diligence Requirements.....	13
Contractual Requirements .....	14
Definitions .....	15
Questions .....	16

## Overview

These Application Instructions contain information for applicants and prospective applicants to Minnesota Housing's Local Housing Trust Fund Grants Program ("Program"). Additional information about the Program, including definitions of terms capitalized in these Application Instructions can be found in the [Program Guide](#).

Minnesota Housing's Local Housing Trust Fund Program, authorized [under Minnesota 2023 Session Law, Chapter 37, Article 1, Section 2, Subd. 21](#), provides grants to local housing trust funds to incentivize local funding with the purpose of making grants, loans and loan guarantees for the development, rehabilitation, or financing of housing; matching other funds from federal, state or private resources for housing projects; or providing downpayment assistance, rental assistance and homebuyer counseling services. All uses of grant funding must benefit households with incomes at or below 115% State Median Income (SMI).

## Steps to Apply

There are three steps in the application process:

**Step 1:** Complete the [Intent to Apply](#) using the Cvent application tool before the Intent to Apply deadline of **Tuesday, February 11, 2025, 5:00 p.m.**

**Note:** The Intent to Apply is required for application but is not scored.

**Step 2:** Before the Application Deadline of **Wednesday, March 19, 2025, 5:00 p.m.**

- Complete the [RFP Application](#) through the Cvent application tool, and
- Upload supporting documents into Cvent or using the secure LeapFILE portal.

**Step 3:** Submit the pre-award risk assessment documents required for government entities through [Cvent](#) or via the secure [LeapFILE portal](#) before the application deadline of **Wednesday, March 19, 2025, 5:00 p.m.**

Please see the Submission Instructions Section on Page 12 for more detailed information regarding the steps in the application process.

## Available Funding

In 2021, \$1 million in one-time funding was allocated to create the Program. This was supplemented by an additional \$4.8 million in 2023. For the 2025 Local Housing Trust Fund

Grants Program, Minnesota Housing may, but is not obligated to, award grant funds in an aggregate amount of up to \$5.8 million.

An applicant (defined below in Eligible Applicant section) is eligible to receive a grant award based on the amount of secured New Public Revenue committed to the Local Housing Trust Fund. For the purposes of this program, “New Public Revenue” is defined as local income that is committed to the Local Housing Trust Fund on or after June 29, 2021, from any source other than the state or federal government.

New Public Revenue sources include, but are not limited to, property and sales tax proceeds, bond and loan proceeds, Tax Increment Financing funds, charges for services, interest income, enterprise funds, and income from licensing, permitting, and fines.

Common state and federal sources that are not considered New Public Revenue include, but are not limited to: Local Government Aid, HUD funds including HOME Investment Partnerships and Community Development Block Grants (CDBG), Treasury funds, and Minnesota Housing program funds.

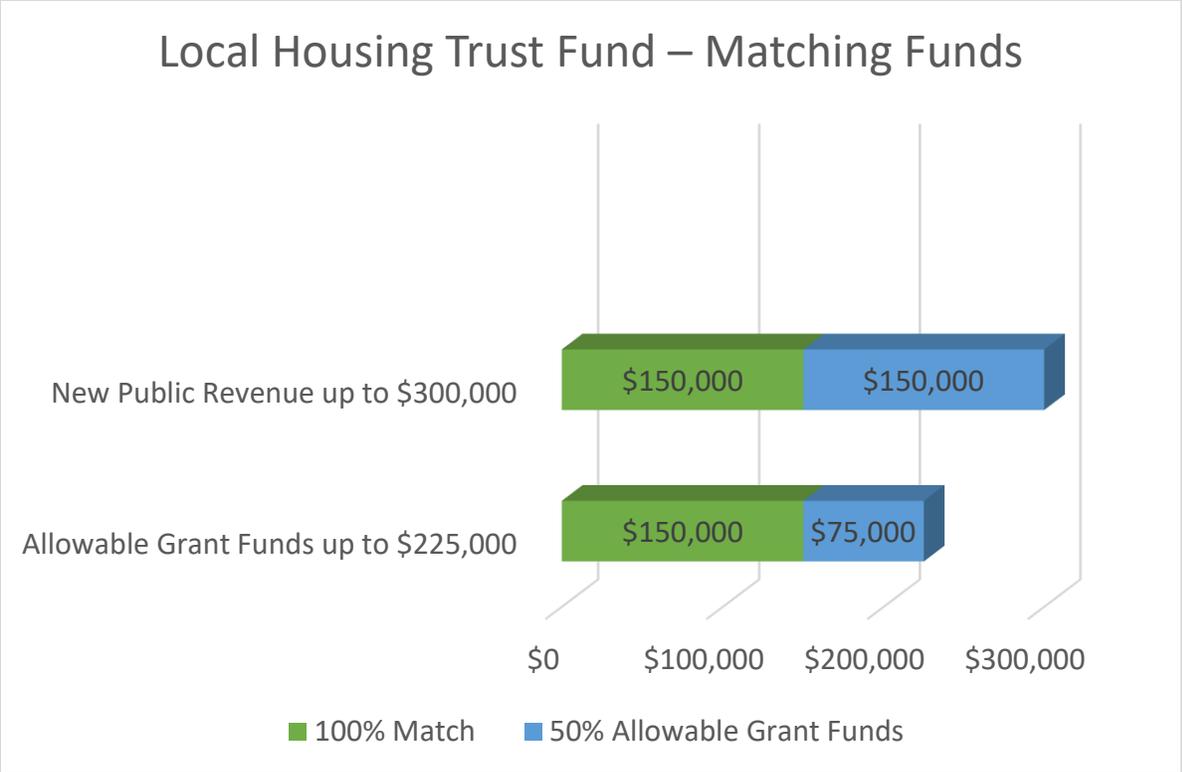
Applicants may apply for Program grant funding in any amount up to \$225,000 depending on the amount of New Public Revenue the applicant uses as matching funds and contingent on the total available funds for the Program. New Public Revenue in an amount up to \$150,000 can be matched with grant funds at 100%. Additional New Public Revenue more than \$150,000 and up to \$300,000 can be matched at 50%.

**Table 1: Examples of Allowable Grant Funds Requests**

<i>If New Public Revenue totals:</i>	<i>\$75,000</i>	<i>\$150,000</i>	<i>\$200,000</i>	<i>\$300,000 or more</i>
<i>Applicants may request grant funds of up to:</i>	<i>\$75,000</i>	<i>\$150,000</i>	<i>\$175,000</i>	<i>\$225,000</i>

Revenues must have been received, committed to the Local Housing Trust Fund, and unspent as of the date of the applicant’s application under this RFP. Revenues that are: (1) anticipated or forecast to be received at a later date, (2) not committed to the Local Housing Trust Fund on or after June 29, 2021, or (3) spent, are not considered New Public Revenue for purposes of this program.

Amounts awarded are at Minnesota Housing’s sole discretion and will depend on a number of factors including the number of applications received, scoring and geographic coverage.



### Eligible Applicants

The following entities are eligible to apply for the Local Housing Trust Fund Program:

- Cities
- Counties
- Cities and Counties can apply through a joint exercise of power through [Minnesota Statutes, section 462C.16, subdivision 3](#).
- Tribal Governments

Eligible entities must have an existing Local Housing Trust Fund at the time of application as defined by [Minnesota Statute 462C.16](#), or as otherwise authorized by law.

### Eligible Uses

Grant funds may be used for:

- Grants, loans, and loan guarantees for the development, rehabilitation, or financing of housing;
- Match for other funds from federal, state, or private resources for housing projects; or

- Providing downpayment assistance, rental assistance, and homebuyer counseling services.
- Administrative Expenses, up to 10% of the Local Housing Trust Fund Program grant.

All grant funding must be used to benefit households with incomes at or below 115% SMI, however local jurisdictions may choose to use more restrictive income limits if desired.

No more than 10% of grant funds may be used for Administrative Expenses.

Administrative Expenses are the total payments to the Grantee and all subgrantees for delivery of services under the grant program. These may include direct and indirect costs of staffing, overhead, fees, facilities, supplies and indirect costs arising from general administration. Other fees may be considered on a case-by-case basis if approved in writing by Minnesota Housing staff.

## **Program Expectations**

All applicants that are awarded funding will be required to complete the project as agreed upon in contract negotiations and incorporated into the resulting Grant Contract Agreement and in compliance with the Local Housing Trust Fund [Program Guide](#).

A Grantee must use grant funds within three years of receipt for purposes (1) authorized under [Minnesota Statutes, section 462C.16, subdivision 3](#), and (2) benefiting households with incomes at or below 115% of the State Median Income. A grantee must return any grant funds not used for these purposes within eight years of receipt to Minnesota Housing.

## **Workplan & Budget**

Selected Grantees will be required to submit a workplan and finalized budget at the time of grant contracting. These documents will be reviewed by Minnesota Housing and incorporated into the Grant Contract Agreement between Minnesota Housing and the selected Grantee. The Grantee's workplan should describe the Grantee's program outcomes, the assigned staff, how outcomes will be monitored and assessed, and the proposed timeline for each activity. The Grantee's budget will be updated based upon contract negotiations around the agreed-upon planned uses of the grant funds and other funding sources.

## **Grant Payments**

All funds for the Local Housing Trust Fund Grants Program will be disbursed on a reimbursement basis. Funds will be disbursed in a total of up to two payments. The first disbursement of at least 50% of the total grant award will be disbursed to the Grantee after

documentation is submitted to Minnesota Housing demonstrating the authorized use of funds in the Grantee's Local Housing Trust Fund in the amount of at least 50% of the grant award. A second disbursement of the remaining grant award will be disbursed to the Grantee after documentation is submitted demonstrating the authorized use of funds in the Grantee's Local Housing Trust Fund in the remaining amount of the grant award.

## Reporting & Monitoring

All Grantees are required to meet the following:

1. Annual reporting requirements
  - a. Grantees must submit a progress report, financial report, and invoice in a format required by Minnesota Housing. Reports must be submitted annually as outlined in the Grant Contract Agreement until all grant funds have been expended. Grantees must also submit a final report outlining proposed and achieved outcomes and complete expenditures.
2. Monitoring requirements
  - a. Minnesota Housing will review Grantee's financial reports and progress reports, which must be provided according to the timeline outlined in the Grant Contract Agreement. Minnesota Housing may request additional documentation such as, but not limited to, invoices, employee payroll reports and/or timecards, and receipts to verify the information provided in the financial report.
  - b. For Grantees with Grant Contract Agreements of \$50,000 or greater, Minnesota Housing will conduct at least one monitoring visit of Grantees during the grant period and complete a financial reconciliation of Grantee's expenditures to verify adherence to Grant Contract Agreement and program requirements. The monitoring visit consists of an administrative review of the Grantee's policies, procedures, and governance, and a program review of the grant activities, staffing, and Grantee's evaluation of the grant.

Any unspent funds or funds spent on ineligible activities must be repaid by the grantee.

## Equity

Minnesota thrives because of its diversity of race, ethnicity, sexual orientation, gender identity, (dis)abilities, ages, families and geographies. Discrimination and lack of access to resources and other barriers have led to disparities that inhibit Minnesotans from achieving their fullest potential. Minnesota Housing centers communities most impacted by housing instability and disparities in its work to advance equity. This is a core value in all of Minnesota Housing's actions, including resources administered through the annual Local Housing Trust Fund Program RFP process, which includes the awarding and allocation of grant funds. This Local

Housing Trust Fund Program RFP is designed to prioritize projects that center on communities most impacted.

It is the policy of Minnesota Housing to affirmatively further fair housing in all its programs so that individuals of similar income levels have equal access to Minnesota Housing programs, regardless of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, familial status, gender identity, or sexual orientation.

## Review Criteria

This is a competitive application process. Applications will be reviewed and scored by a committee comprised of Minnesota Housing staff and subject matter experts.

Recommendations will be presented to the Minnesota Housing board of directors for approval. Minnesota Housing's award decisions are final and are not subject to appeal.

## Threshold Criteria

Threshold criteria are the basic requirements an application must meet in order to be considered for funding. **The following threshold criteria must be satisfied for an application to be considered:**

- The applicant must be an Eligible Applicant as defined in these RFP Application Instructions.
- The applicant must submit a completed Intent to Apply by the published deadline via the specified submission method (refer to the Submission Instructions section of this document).
- The application must include all required application checklist items, be properly completed, and submitted by the published deadline via the specified submission method (refer to the Submission Instructions section of this document). **NOTE:** All required application items must be provided either before or no later than the application deadline. **Any application that does not include all required items (threshold criteria) will be considered incomplete and will not be eligible for funding consideration.**
- The applicant must have a Local Housing Trust Fund established under [Minnesota Statutes, section 462C.16](#) and funded at least in part by available local public revenues committed to the local housing trust fund on or after June 29, 2021 from any source other than state or federal government.

## Competitive Criteria

The following **competitive criteria** will be used to score only those applications that satisfy the minimum threshold criteria:

**Table 2: Scoring Criteria**

Scoring Breakdown	
Section Criteria	Maximum Points
<b>1. Project Description &amp; Timeline</b>	<b>35 Points</b>
a. The needs of the community have been identified and the project is an authorized expenditure as <a href="#">defined in statute</a> .	5 Points
b. The project provides a detailed description of how these funds will enhance their existing housing programs or how the project will create a new or innovative housing solution.	10 Points
c. The applicant describes how they will reach households with incomes at or below 115% SMI.	5 points
d. The project is well-planned and includes a clear timeline.	5 Points
e. The project will be ready to begin at the time of grant contracting.	10 Points
<b>2. Demographic Information &amp; Households of Focus</b>	<b>40 Points</b>
a. The project will benefit Tribal communities.	10 Points
b. The project will benefit households with incomes <\$100,000. *	10 Points
c. The community has a significant share of cost-burdened households.*	10 Points
d. The Department of Revenue did not allocate Statewide or Local Affordable Housing Aid funds payable to the community in 2025 and/or the community has not received Community Development Block Grant Program (CDBG) funding.*	10 Points
<b>3. Funding Leverage &amp; Historical Housing Initiatives</b>	<b>25 Points</b>
a. The New Public Revenue will continue after the grant funds have been expended.	5 Points
b. The community has a limited ability to generate revenue to address significant needs.	10 Points

<b>Scoring Breakdown</b>	
c. The community has made positive changes to policies, zoning requirements, or related improvements in recent years to support housing initiatives.	10 Points
<b>100 Points Possible</b>	

\* Scoring items marked with a star will be determined using statistical data provided by Minnesota Housing.

### **Final Scores and Funding Recommendations**

After the grant review committee has met and scores have been finalized, Minnesota Housing staff will incorporate the scores into final funding recommendations that may also be based on geographic distribution, services to special populations and the applicant’s history as a state grantee and capacity to perform the work. Funding recommendations will also incorporate the results of the pre-award risk assessment (noted below). Final funding amounts will be dependent on the amount requested, the number of applicants, and the funding amount available to distribute.

All funding decisions are at Minnesota Housing’s sole discretion and are not subject to appeal. Additionally, Minnesota Housing reserves the right to request proposal revisions during the due diligence phase, which is after Minnesota Housing board approval but before the Grant Contract Agreement is executed.

### **Pre-Award Risk Assessment**

Per [Minn. Stat. §16B.981](#), Minnesota Housing is required to conduct a pre-award risk assessment of potential Grantees requesting grant awards of \$50,000 or more. The information submitted by potential Grantees will be used to assess the risk that a potential Grantee cannot or would not perform the required duties of the grant. Minnesota Housing will review the potential Grantee’s past performance, tax returns, audits, principals and standing with the Secretary of State.

Minnesota Housing will determine whether:

1. The potential Grantee would likely be able to perform the duties of the grant without additional conditions,
2. The potential Grantee would likely be able to perform the duties of the grant with additional technical assistance or conditions placed on the potential Grantee, or
3. There is a substantial risk that the potential Grantee cannot or would not perform the required duties of the grant.

The pre-award risk assessment will include the following components:

1. A Risk Assessment Form with questions to be completed as part of the application, and
2. Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified. A principal is defined as a public official, board member, or staff (paid or volunteer) with authority to access funds or determine how funds are used.

To complete this assessment, Minnesota Housing may request additional information which must be provided by the potential Grantee. Minnesota Housing will notify a potential Grantee if it is unable to satisfy its concerns by working with the potential Grantee. This notification will include information on the decision and options to request reconsideration of the decision.

The submission of inaccurate or misleading information may be grounds for disqualification from a grant award and may subject an organization to suspension or debarment proceedings, as well as other remedies available to Minnesota Housing, by law.

The results of this pre-award risk assessment will not impact scoring of an organization’s competitive application for grant funds.

Note: Tribal governments are not subject to the pre-award risk assessment. Tribal-affiliated organizations with a non-profit or for-profit business designation with the Minnesota Secretary of State are subject to the requirements.

### Application Timeline

**Table 3: Application Timeline**

Date	Activity
Friday, January 24, 2025	Intent to Apply open and is posted via the Minnesota Housing website, eNews and State Register.
Tuesday, February 11, 2025	Intent to Apply due by 5:00 p.m. Central Time <b>Note: The Intent to Apply is required to apply for the Program.</b>
Wednesday, February 12, 2025	RFP Application open and posted via the Minnesota Housing website and eNews
Tues, February 18 & Thurs, February 20, 2025	Minnesota Housing holds two RFP information Sessions/Technical Assistance Sessions.

Date	Activity
Wednesday, Feb 26, 2025	Final call for questions by 5:00 p.m. Central Time
Monday, March 10, 2025	Final Frequently Asked Questions (FAQs) posted to the Minnesota Housing website in response to RFP questions submitted
Weds, March 19, 2025	Applications due by 5:00 p.m. Central Time
May – July 2025	Minnesota Housing staff recommends selections to Minnesota Housing’s board of directors
May – July 2025	Minnesota Housing notifies all applicants of selection decisions
June – August 2025	Mandatory due diligence training for all selected applicants
August 2025	All due diligence items described below must be submitted
Summer 2025	Upon Grant Contract Agreements being fully executed, Grant Contract Agreement term begins
Annually, starting in 2026	Annual Reporting
3 years after Contract Date	Grant Contract Agreement term ends

**NOTE:** All dates and times are subject to change at the sole discretion of Minnesota Housing.

Minnesota Housing will hold two RFP Information/Technical Assistance Sessions at **11:00 a.m. Central Time, Tuesday, February 18, 2025, and 2:30 p.m. Central Time, Thursday, February 20, 2025, via Microsoft Teams Webinar.** Registration links will be sent in advance of the trainings to all eligible applicants who submitted an Intent to Apply. Applicants are strongly encouraged to attend one technical assistance session.

The information session will provide an overview of RFP content and allow time for questions.

FAQs from the RFP Information/Technical Assistance Session, along with other questions, will be posted on or around **Monday, March 10, 2025.** questions must be submitted by **Wednesday, February 26, 2025,** with the final FAQ posted on the Minnesota Housing website or around **Monday, March 10, 2025.**

To receive email updates related to the RFP, sign up to receive Local Government Housing Programs eNews updates on the [Minnesota Housing website](#).

## Application Checklist

Applicants must use the required application form and include all of the required information/documentation. Applicants are encouraged to be clear and concise in the presentation of information. Do not submit materials that are not requested (letter of support, photos, brochures, etc.). Unrequested materials will not be reviewed.

All of the following checklist items must be completed and submitted to meet the threshold criteria. Only applications meeting the threshold criteria will be considered for funding:

### **Prerequisite to Application:**

The Intent to Apply must be received in advance of the Application by **5:00 p.m. Central Time, Tuesday, February 11, 2025**, in order to be eligible to apply. **Applicants who do not submit an Intent to Apply by the required deadline will not be considered for funding.**

1.  Completed Application submitted via Cvent
2.  Application Signature Page (wet, digital or electronic signatures will be accepted)
3.  Project Budget
4.  Proposed Project Timeline (In the applicant's choice of format)
5.  Documentation demonstrating establishment of the Local Housing Trust Fund:
  - A. A city or county ordinance, or
  - B. A joint powers agreement (resolution), or
  - C. Certification of formation for housing trust funds created before July 1, 2017
6.  Completed Certification of Matching Funds Form
7.  Pre-Award Risk Assessment Form and accompanying documents detailed in the form
  - A. Risk Assessment Form—Political Subdivisions
  - B. Accompanying Documentation:
    - a. Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified

The naming convention of the items submitted above should be: "Name of Document\_ Applicant name".

**NOTE:** Applicants must understand the application components and what types of submission materials are required to satisfy each required component. Applications that do not contain all required components (completed and submitted properly) will be noted as incomplete and will

not be eligible for further review, including scoring. Minnesota Housing is unable to provide notice if an application is incomplete.

If you have questions regarding checklist items listed above, contact the designated point of contact found at the end of this document. Allow enough time for staff to respond and help resolve issues so that a complete application can be submitted prior to the application submission deadline. Also note that technical assistance does not guarantee that a complete application will be submitted.

## Submission Instructions

In order to be considered for funding, you must submit an Intent to Apply via Cvent by **5:00 p.m. Central Time on Tuesday, February 11, 2025, in advance of the RFP Application**. The RFP Application, supporting documentation, and pre-award risk assessment documents must be submitted **no later than 5:00 p.m. Central Time on Wednesday, March 19, 2025**.

**Three steps are required in the application process:**

### **STEP 1: Intent to Apply – Submit in ADVANCE of the Application via Cvent**

**Complete the Intent to Apply through Cvent** and submit no later than **5:00 p.m. Central Time on Tuesday, February 11, 2025**. The Intent to Apply is a short document and should take less than 10 minutes to complete.

### **STEP 2: RFP Application & Supporting Documentation - Submit via Cvent**

**Complete the [RFP Application through Cvent](#)** and submit no later than **5:00 p.m. Central Time on Wednesday, March 19, 2025**:

1. Complete all responses to application questions. Please note there are character limits on narrative questions. It is recommended that you draft your answers on a separate document and copy and paste into the webpage.
2. Upload supporting application documents into Cvent where prompted. You may also upload documents to the secure LeapFILE portal.

**Note:** The Cvent website saves information that is entered, but not submitted. However, the webpage does time out after 20 minutes; information entered after the website has timed out will not be saved. You may want to draft your answers on a separate document and copy and paste into the website so you do not lose your work.

### **STEP 3: Pre-Award Risk Assessment Documents – Submit via Cvent OR LeapFILE Secure Portal**

Upload the pre-award risk assessment documents [via Cvent](#) OR access the [secure LeapFILE portal](#) to submit the pre-award risk assessment documents required for government entities. Pre-award risk assessment documents must also be submitted no later than **5:00 p.m. Central Time on Wednesday, March 19, 2025**, to be considered for funding.

1. Pre-Award Risk Assessment Form for Political Subdivisions
2. Pre-Award Risk Assessment Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified.

To upload the Pre-Award Risk Assessment documents into LeapFILE:

- Access the [Partner Login](#) page on the Minnesota Housing website and select the [Secure Upload Tool](#) at the bottom of the webpage
- Select “Secure Upload” and enter [Localhousingtrustfund.mhfa@state.mn.us](mailto:Localhousingtrustfund.mhfa@state.mn.us) as the recipient
- Follow the prompts to upload the Pre-Award Risk Assessment documents
- For more detailed directions, please read the [Secure Upload Tool Instructions](#) document

If you have questions regarding the checklist items or submission instructions, please contact the designated points of contact listed in the Questions section below.

**NOTE:** Submitted applications are considered final; late and incomplete applications will not be considered. Minnesota Housing may request additional information or clarification. The applicant will be responsible for all costs incurred with applying for this RFP. Award decisions are final and not subject to appeal.

Per the [Minnesota Government Data Practices Act](#), responses submitted by an applicant are private or nonpublic until the responses are opened. Once the responses are opened, the name and address of the applicant and the amount requested is public. All other data in a response is private or nonpublic data until completion of the evaluation process, which, for the purposes of this grant, is when all Grant Contract Agreements have been fully executed. After a granting agency has completed the evaluation process, all remaining data in the responses is public with the exception of trade secret data as defined and classified in [Section 13.37 of the Minnesota Governmental Data Practices Act](#). A statement by an applicant that the response is copyrighted or otherwise protected does not prevent public access to the response.

## **Due Diligence Requirements**

Due Diligence refers to the documents that organizations must submit or actions that must be completed prior to contracting with Minnesota Housing. If an applicant is selected for funding,

Minnesota Housing will require the following due diligence items be submitted **two weeks prior to contracting**.

- **Signed Grant Contract Agreement** (provided by Minnesota Housing)
- **Organizational Documents** (such as bylaws) specifying authorized signatories
- **Certificate of Workers' Compensation Insurance** as specified in the Grant Contract Agreement.
- **[W-9](#) and [SWIFT vendor number](#)** for a new potential grantee that has been selected or if the current information on file needs to be updated.
- **Documentation to demonstrate the eligible use of funds**
- **Approved Work Plan:** Work plan demonstrating outcomes, monitoring assessments and timeline for program activities.
- **Final, approved Budget:** A final budget reflecting the awarded amount and sources of matching funds.

Potential Grantees that are awarded funding must have all due diligence submitted and approved and the Grant Contract Agreement fully executed, which includes both the potential Grantee's and Minnesota Housing's signatures, before costs can be incurred and reimbursed or grant funds can be expended. Minnesota Housing will not reimburse costs incurred prior to the execution of the Grant Contract Agreement. Minnesota Housing will initiate the execution of the Grant Contract Agreement, including required signatures.

## Contractual Requirements

A potential Grantee awarded funding under this proposal will be required to:

- Complete a Grant Contract Agreement with Minnesota Housing and comply with all requirements listed therein.
- Comply with Local Housing Trust Fund [Program Guide](#).
- Maintain financial records for a minimum of six years after the Grant Contract Agreement has ended that document the use of all grant funds. Minnesota Housing, at its sole discretion, may request to review the accounting and documentation of such records at site visits or at other times.
- Complete and submit by required due dates, all interim and final program reports in a template provided by Minnesota Housing.
- Comply with all local, state and federal requirements.
- Comply with monitoring and financial reconciliation audits including site visits and providing and participating in evaluation and reporting by Minnesota Housing.
- Have a Conflict of Interest policy and take necessary steps to prevent individual and organizational conflicts of interests. All suspected, disclosed or discovered conflicts of

interests must be [reported to Minnesota Housing](#) in a timely manner.

- Comply with applicable contracting and bidding requirements noted in the Grant Contract Agreement.
- Comply with all affirmative action and non-discrimination requirements noted in the Grant Contract Agreement.
- Comply with [Minn. Stat. §201.162](#) by providing voter registration services for its employees and for the public served by the Grantee.

**NOTE:** This is not an exhaustive list. All contractual obligations will be outlined in the Grant Contract Agreement that is sent to selected potential Grantees.

## Definitions

Term	Definition
Administrative Expenses	The total payments to the Grantee and all subgrantees for delivery of services under the grant program. These may include direct and indirect costs of staffing, overhead, fees, facilities, supplies, and indirect costs arising from general administration. Other fees may be considered on a case-by-case basis if approved in writing by Minnesota Housing staff.
Grantee	A local government that is awarded funding under the Local Housing Trust Fund Grants Program.
Grant Contract Agreement	The Grant Contract Agreement executed between Minnesota Housing Finance Agency and the Contracting Party for the 2025 Local Housing Trust Fund Grants Program.
New Public Revenue	Local income that is committed to the Local Housing Trust Fund on or after June 29, 2021, from any source other than the state or federal government.
State Median Income (SMI)	The most recent total median family income for Minnesota issued by the federal Department of Housing and Urban Development (HUD).

## Questions

Please direct questions to the designated point of contact for this RFP to Colleen Meier, Program Manager, Local Government Housing Programs, via the program's dedicated email address: [localhousingtrustfund.mhfa@state.mn.us](mailto:localhousingtrustfund.mhfa@state.mn.us).

All questions and answers will be posted to Minnesota Housing's [Local Government Housing Programs website](#).

For updates about this RFP, [sign up to receive Local Government Housing Programs eNews](#).