



Housing Opportunities for Persons With AIDS 2024-2025 Short-Term Rent, Mortgage, and Utilities Assistance Request for Proposals Selection Framework and Final Scores

Overview of the Housing Opportunities for Persons With AIDS Request for Proposals

The Housing Opportunities for Persons With AIDS (HOPWA) Short-Term Rent, Mortgage, and Utilities (STRMU) assistance program funds are provided by the U.S. Department of Housing and Urban Development (HUD). HUD awards this formula grant to the state of Minnesota. Minnesota Housing administers these funds for the 72 counties outside of the Twin Cities eligible metropolitan service area. The funds are awarded to project sponsors through a competitive Request for Proposals (RFP) process. The HOPWA STRMU program is intended to provide temporary assistance to households with at least one member diagnosed with HIV/AIDS and having an income that is at or below 80% of their Area Median Income.

Minnesota Housing issued an RFP on October 30, 2023, with proposals due on December 4, 2023. Eligible applicants were Tribes or Tribally Designated Housing Entities, nonprofit organizations, cities, and units of local government that do not qualify for HUD formula grants.

Minnesota Housing made available up to \$622,607 in grant funds for a one-year grant period from March 1, 2024 – February 28, 2025. Five organizations submitted proposals. Three did not pass threshold review. The 2 remaining eligible proposals requested a total of \$722,805.

This document provides general information regarding Minnesota Housing's process of selecting project sponsors under this RFP.

Overview of Selection Framework

The selection process for the program involved a multi-phased evaluation. Proposals not passing the requirements of a particular phase would not proceed to the next stage in the review process.

Initially, all submitted proposals were assessed for completeness; incomplete proposals were not considered. The next phase evaluated proposals to make sure respondents were eligible, as detailed in the RFP. Proposals were then scored by a team of reviewers, including Minnesota Housing staff, other state agency staff, and community reviewers with industry knowledge. Scores were based on the scoring rubric outlined in the RFP, which totaled 100 points. The current project sponsor's utilization of their current grant was also evaluated. Per the Department of Administration Office of Grants Management Policy 08-06, staff also completed a financial review of nongovernmental respondents to make sure that respondents were financially stable to carry out the purpose of the grant.

Final Selections

Included in the RFP scoring process are additional factors considered by Minnesota Housing such as the

ability to serve the priority populations, the program design and implementation with an emphasis on resources, practices, and partners to serve the intended region, and the ability to be inclusive of diverse populations. The scoring rubric informs the process but was not the only deciding factor.

Minnesota Housing provides an opportunity for all respondents to receive a formal debrief to review their evaluation and to discuss how to strengthen potential future proposals for funding.

The following table outlines the selected applicants and the selection amount. All respondents passed all phases of review and were selected for funding.

Results of the Housing Opportunities for Persons With AIDS RFP

Project Sponsor	Score (out of 100)	2024-2025 Award
Clare Housing	85.0	\$ 340,000