



## Introduction to the Multifamily Consolidated Request for Proposals (RFP) and Housing Tax Credits Round 1



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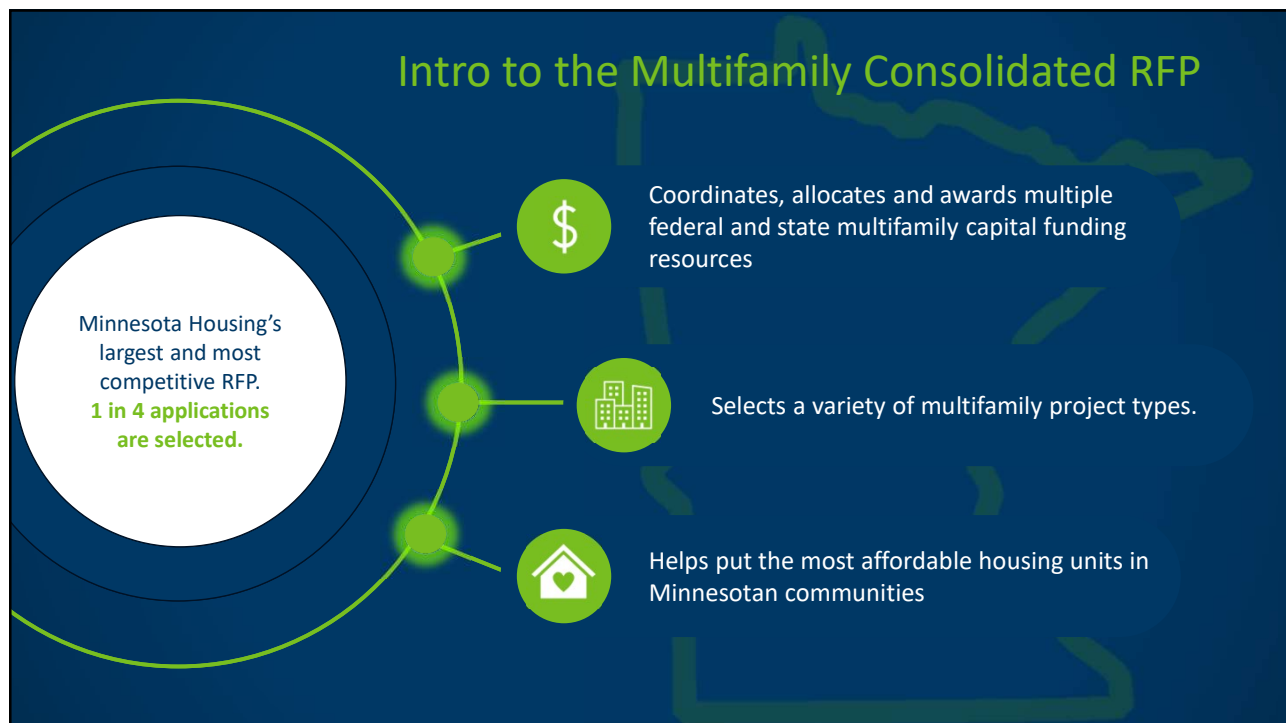
### Our Mission: The Core Purpose

Housing is foundational to a full life and a thriving state, so we equitably collaborate with individuals, communities and partners to create, preserve and finance housing that is affordable.

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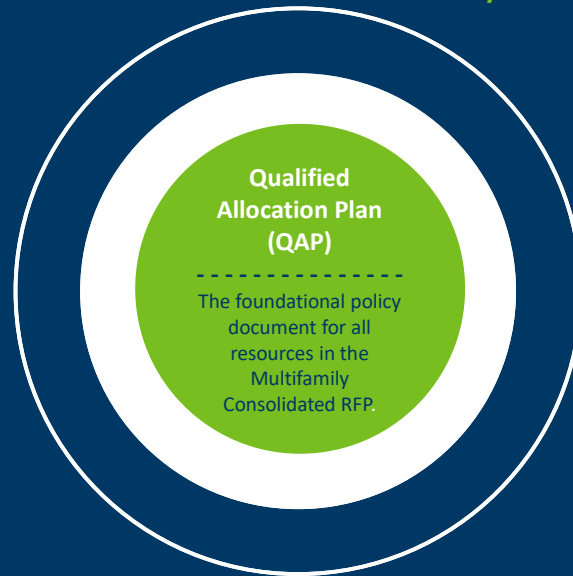


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## Intro to the Multifamily Consolidated RFP



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## Intro to the Multifamily Consolidated RFP



**Self-Scoring Worksheet:** Sets the selection priorities for the all funding sources in the Multifamily Consolidated RFP and HTC Funding Rounds, including:

Population mix

Geographic Area

Community and Economic Development

Resources and Leverage

Build Characteristics

The Qualified Allocation Plan (QAP)

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## Multifamily Consolidated RFP Timeline

### APPLICATION PROCESS

**Solicitation Period**  
Application Opens In April

Intent to Apply Due  
Early May

Pre-Applications Due  
Late May

Application Due  
Mid-July

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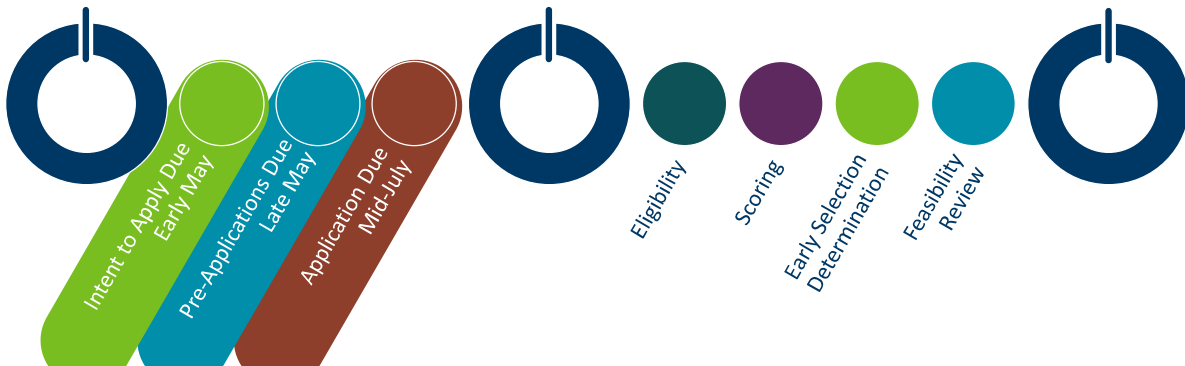
## Multifamily Consolidated RFP Timeline

### APPLICATION PROCESS

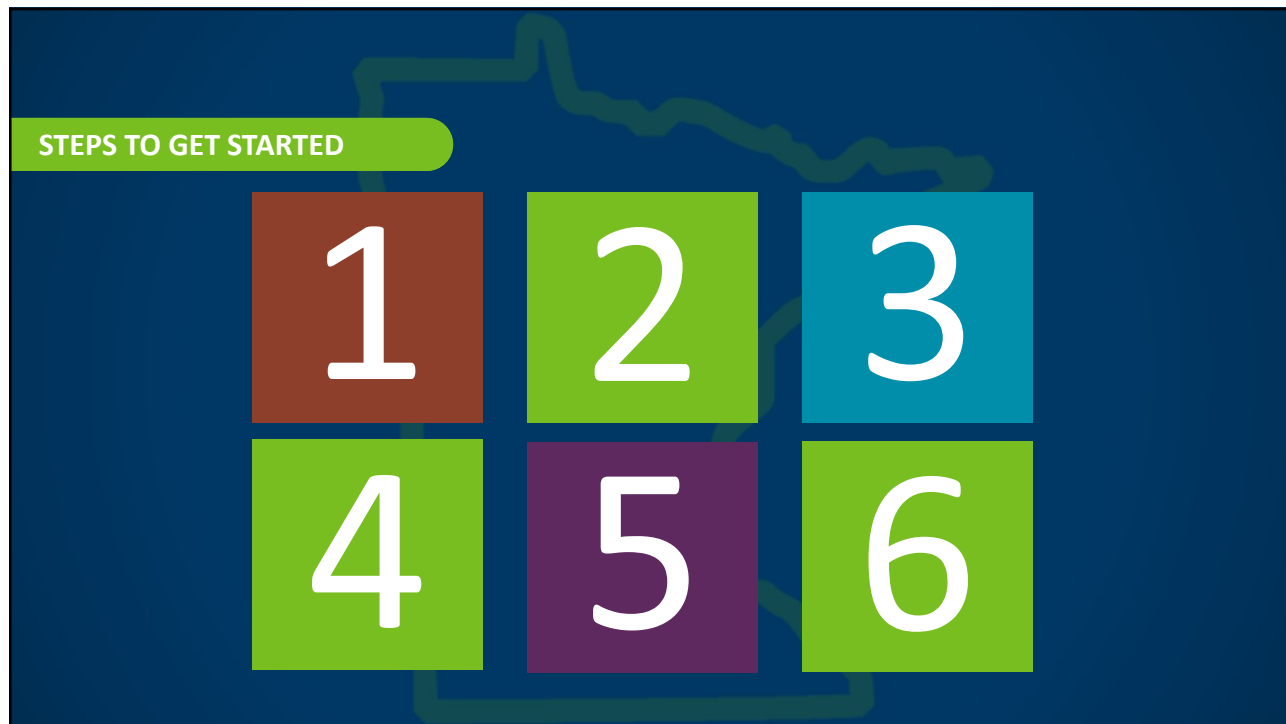
**Solicitation Period**  
Application Opens In April

**Evaluation Period**  
July through December

**Selection Recommendations**  
to the Board of Directors in  
December



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STEP NUMBER

1

Review Available Resources and Request Technical Assistance.

## Steps to Get Started

- Review Available Resources**  
 The Multifamily Consolidated RFP, generally, makes available six (6) resources, amortizing loans, and project based rental assistance. In addition to Minnesota Housing funds, Funding Colleagues also include funds in the Multifamily Consolidated RFP.
- Request Technical Assistance**  
 Technical assistance is a consultation session with Minnesota Housing staff to review project concepts, project workbooks and financial structures, preliminary building design or scopes of work, Self-Scoring Worksheet overviews, feasibility of the project, and more.

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## Steps to Get Started

- **Review Application Eligibility**

Applications must meet at least one from each category: Housing Types, Buildings/Projects, Construction Types, Activities

- **Determine Project Type(s)**

Generally, each application/project will be identified as a project type base on the project characteristics. Characteristics include proposal, housing type, construction type, activities, and populations served.

- **Review Application Requirements**

Only a complete and full application will be accepted on or before the application due date.



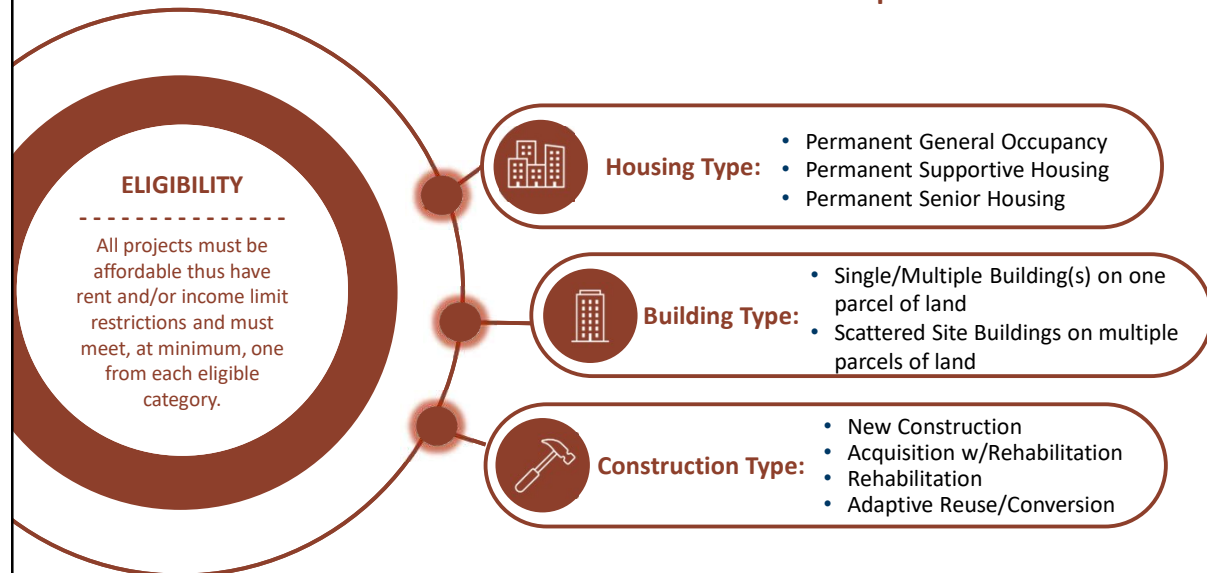
### STEP NUMBER

# 2

Review Application Eligibility, Determine Project Type(s), and Review Application Requirements.

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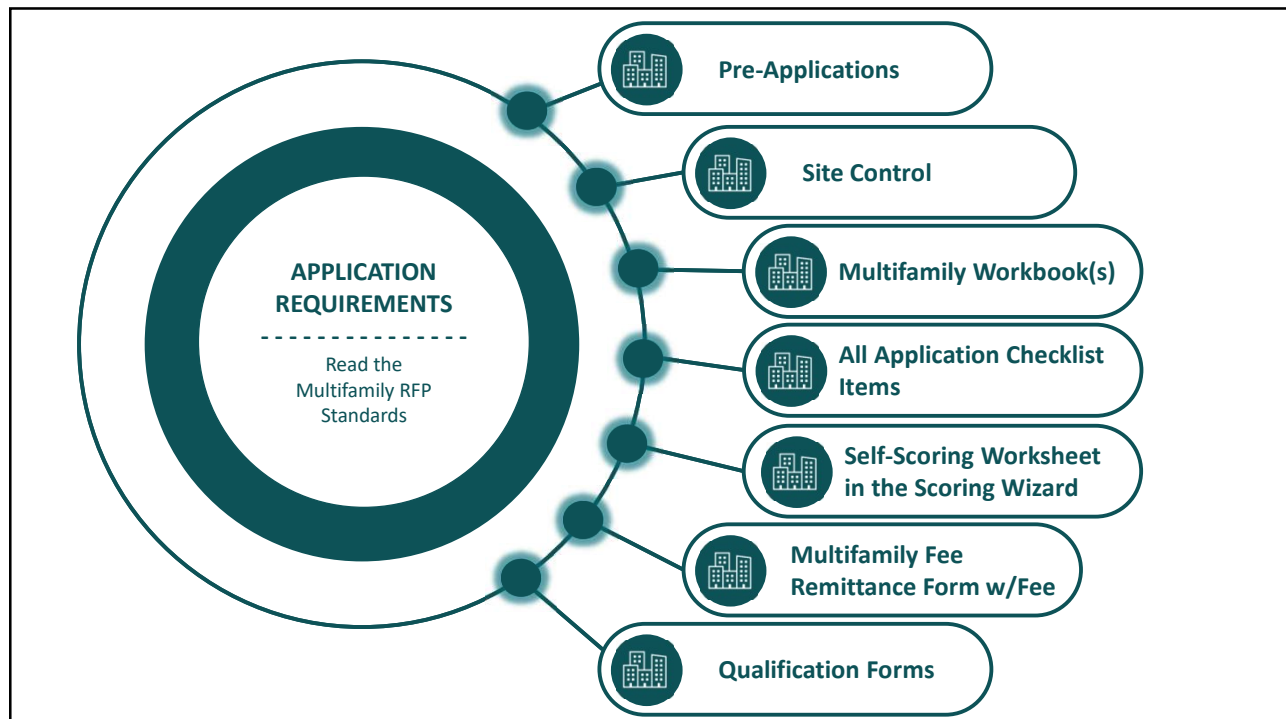
## Steps to Get Started



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## Steps to Get Started

STEP NUMBER

3

Review Application Selection and Funding Considerations.

- **Application Selection and Funding Considerations**  
Minnesota Housing determines if the application meets the selections and funding requirements, which include the following:
  - Geographic Distribution
  - Site Control
  - Strategic Priorities and Selection Criteria
  - Project Feasibility, including:
    - Underwriting Standards
    - Multifamily Rental Housing
    - Design/Construction Standards
  - Deferred Loan Funding Priorities
  - Payment Standards
  - Amount of Funding Requested
  - Rent and Income Limits
  - Financial and Organizational Capacity
  - Prevailing Wage
- See the Multifamily RFP Standards for details and the Self-Scoring Worksheet

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## Steps to Get Started

- **Proposal Type(s)**  
Applicants may structure the project's financial in the following ways:
  - 9% HTC Only
  - 9% HTC with a Deferred Loan(s)
  - Deferred loan(s) with 4% HTCs
  - Deferred loan(s) Only
- **Dual Application**  
Applicants may request two different proposals types which will result in a primary and second application. However, applicants can submit up to three Multifamily Workbooks.
  - Dual applications allow Minnesota Housing to maximize the available funding resources as well as the number of applications funded

STEP NUMBER

4

Determine the Financial Structure and Application Proposal Type(s) to Submit.

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## Steps to Get Started

### STEP NUMBER

# 4

#### Proposal Type(s)

Applicants may structure the project's financial in the following ways:

- |                                  |                            |
|----------------------------------|----------------------------|
| • 9% HTC Only                    | Primary Proposal Request   |
| • 9% HTC with a Deferred Loan(s) | Primary Proposal Request   |
| • Deferred loan(s) with 4% HTCs  | Secondary Proposal Request |
| • Deferred loan(s) Only          | Secondary Proposal Request |

4/25/2025

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## Steps to Get Started

### • Multifamily Workbook

Required to be completed in full, including all the following tabs:

- |                        |                                   |
|------------------------|-----------------------------------|
| • Funding Request      | • Development Costs               |
| • Project Description  | • Sources                         |
| • Property Information | • Flow of Funds                   |
| • Housing Income       | • <b>HTC Info</b>                 |
| • Income & Expenses    | • <b>Determination of Credits</b> |
| • Mortgage Calculator  | • Development Team                |
| • Cash Flow            | • Buildings                       |

- An incomplete Multifamily Workbook will determine the application as incomplete/ineligible for further processing.

## Complete the Multifamily Workbook(s)

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## Steps to Get Started

STEP NUMBER

5

### Create a Multifamily Customer Portal (Portal) Account.

- Portal, the application tool**  
Portal, a Salesforce platform, is the Multifamily Division's online tool which facilitates the application and post-selection process for owners/developers seeking funding from Minnesota Housing for affordable multifamily rental housing. Applicants must sign up for Portal to submit:
  - Intent to Apply,
  - Pre-Application(s),
  - A full application, and
  - Scoring Wizard (the online Self-Scoring Worksheet)
- See the Multifamily RFP Standards for additional details.**

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## Steps to Get Started

STEP NUMBER

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### Gather Application Materials and Apply by the Deadline.

- Intent to Apply**  
Required for All Applicants. No application materials or fees. Submit basic application characteristics.
- Pre-Applications**  
For applicants interested in the HUD Section 811 PRA and/or applicants interested in the selection criteria Innovated Construction Techniques (ICT)
- Full Application**  
All application checklist items completed and submitted in Portal, completed and submitted Scoring Wizard, Qualification Forms, and Fee.

STEP NUMBER

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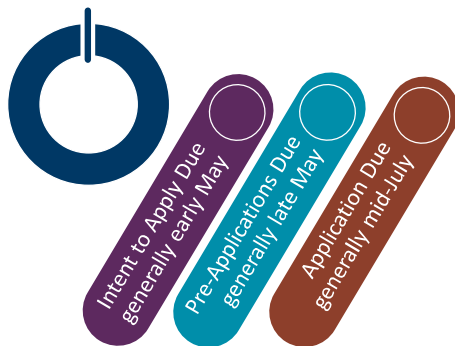
### Gather Application Materials and Apply by the Deadline.

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## Post Selection Timeline

### POST SELECTION PROCESS

**Solicitation Period**  
Application Opens in April



**Evaluation Period**  
July through December



**Selection Recommendations**  
to the Board of Directors in  
December



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- General RFP Questions: [mhfa consolidated.rfp@state.mn.us](mailto:mhfa consolidated.rfp@state.mn.us)

## Multifamily Contact Information

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Thank You!