



Local Housing Trust Fund Grants Program

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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.

Why We're Here

- Housing impacts Minnesotans of all backgrounds in all corners of the state
- Housing touches all areas of life – education, health, jobs and more





Local Housing Trust Fund Grants Program Overview

2025 Request for Proposals

Local Housing Trust Fund Grants Program

- Established to incentivize local governments to create or fund Local Housing Trust Funds
- Program uses state funding to match a portion of New Public Revenue to encourage investment in affordable housing across Minnesota
- Matching funds awarded up to 100% of New Public Revenue, up to \$150,000
 - Additional funds may be available to match 50% of new public revenue between \$150,000 and \$300,000
 - New Public Revenue defined as local funds committed **on or after June 29, 2021**.



\$5.8 million

Local Housing Trust Fund – Matching Funds

Local Housing Trust Fund – Matching Funds



Eligible Applicants



Must have a local housing trust fund established by March 19, 2025

- Cities
- Counties
- Cities or Counties that have a joint powers agreement
- Tribal Governments

Eligible Uses

ELIGIBLE

- **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**
- **Down payment assistance, rental assistance and homebuyer counseling services**
- **Administrative expense, up to 10%**

INELIGIBLE

- **Projects that benefit households over 115% SMI**
- **Reimbursement of work that started before contracting**
- **Any uses not identified in statute**

Program Expectations & Requirements



- Executed Grant Contract Agreement
- 3-year Contract Term
- Workplan & Budget
- Due Diligence Items
- Reporting & Monitoring Activities

2025 RFP Dates

- Final call for questions Wednesday, February 26 at 5:00pm
- Applications are due by **Wednesday, March 19 at 5:00pm**
- Selections in May or June 2025
- Due diligence training in summer 2025
- Grant Contract Agreements executed in late summer 2025



Scoring Criteria



- **Must meet Threshold Criteria**
- **Project Description & Timeline (35 points)**
- **Demographic Information & Households of Focus (40 points)**
- **Funding Leverage & Historical Housing Initiatives (25 points)**

Application Checklist

Application Checklist	
<input type="checkbox"/>	Intent to Apply (Submitted in advance of the Application)
<input type="checkbox"/>	Completed Application submitted via Cvent
<input type="checkbox"/>	Application Signature Page (wet, digital or electronic signatures will be accepted)
<input type="checkbox"/>	Project Budget
<input type="checkbox"/>	Proposed Project Timeline in a format of your choice
<input type="checkbox"/>	Documentation demonstrating the establishment of the Local Housing Trust Fund (city or county ordinance, joint powers agreement or certification of establishment of the housing trust fund if created before 2017)
<input type="checkbox"/>	Completed Certification of Matching Funds Form
<input type="checkbox"/>	Pre-Award Risk Assessment Form for Political Subdivisions
<input type="checkbox"/>	Pre-Award Risk Assessment Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified

Pre-award Risk Assessment



Pre-Award Risk Assessment for Political Subdivisions

**Political subdivision is defined as a county, town, city, school district, or other municipal corporation or political subdivision of the state authorized by law to enter into contracts.*

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.

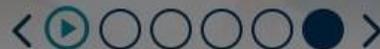
Where to find the Application & Forms

m MINNESOTA HOUSING [Partner Login](#) [×](#)

- Homeownership**
 - Find a Lender
 - Buy or Refinance a Home
 - Improve Your Home
 - Trouble Making Payments
 - Loan Servicing
 - Community Initiatives Programs
- Rental Housing**
 - Help for Renters
 - Housing Development & Capital Programs
 - Grant Funding & Administration
 - Owners & Property Managers
 - Supportive Housing
 - Building Standards
- Agency Resources**
 - Data Requests & Practices
 - Investors
 - Open RFPs
 - Housing Stability
 - Local Government Housing Programs**
 - Policy & Research
- About Us**
 - Agency News
 - Board of Directors
 - Careers
 - Contact Us
 - Equity & Inclusion
 - Events

Housing is foundational to a full life.

[Read our plans to Go Big so everyone can go home >](#)



Where to find the Application & Forms

<https://mnhousing.gov/local-government.html>



Where to find the Application & Forms

Look for further updates and information to be added to this page as it becomes available.

Current Funding Available

APPLY NOW!

Local Housing Trust Fund Grants Program

- Request for Proposal (RFP) Application Materials
- Program Information
- Eligible Applicants

Greater Minnesota Small Cities (Tier II Cities) Housing Aid Grant Program

Local Housing Trust Fund Grants Program

Request for Proposal (RFP) Application Materials

The Local Housing Trust Fund Grants Program RFP application, forms, supporting documentation and pre-award risk assessment documents must be completed and submitted **no later than 5:00 p.m. Central Time on Wednesday, March 19, 2025** in order to be considered for funding. Applicants must also have submitted a completed Intent to Apply by February 11, 2025, in advance of the RFP application.

- [Request for Proposal \(RFP\) Online Application](#)
- [Request for Proposal \(RFP\) Application Reference Document](#)
- [Request for Proposal \(RFP\) Application Instructions](#)
- [Application Signature Page](#)
- [Budget Template](#)
- [Certification of Matching Funds Form](#)
- [Pre-Award Risk Assessment Form for Political Subdivisions](#)
- [Local Housing Trust Fund Grants Program Intent to Apply Reference Form](#) (The required Intent to Apply closed on February 11, 2025)

Coming soon:

- Frequently Asked Questions (FAQ) document
- Application Technical Assistance Presentation Slides and Recording

Program Information

Eligible Applicants

Application Demo



Local Housing Trust Fund Grants Program Request for Proposal (RFP)

Instructions: Before completing the Local Housing Trust Fund RFP Application, please review the [RFP Instructions](#) for program details, [eligibility requirements](#), eligible uses, definitions and related program information. When using the Cvent application tool, complete each section of the application and all the narrative questions. Answer the questions with detailed descriptions and upload supplemental documentation via the Cvent application tool when applicable.

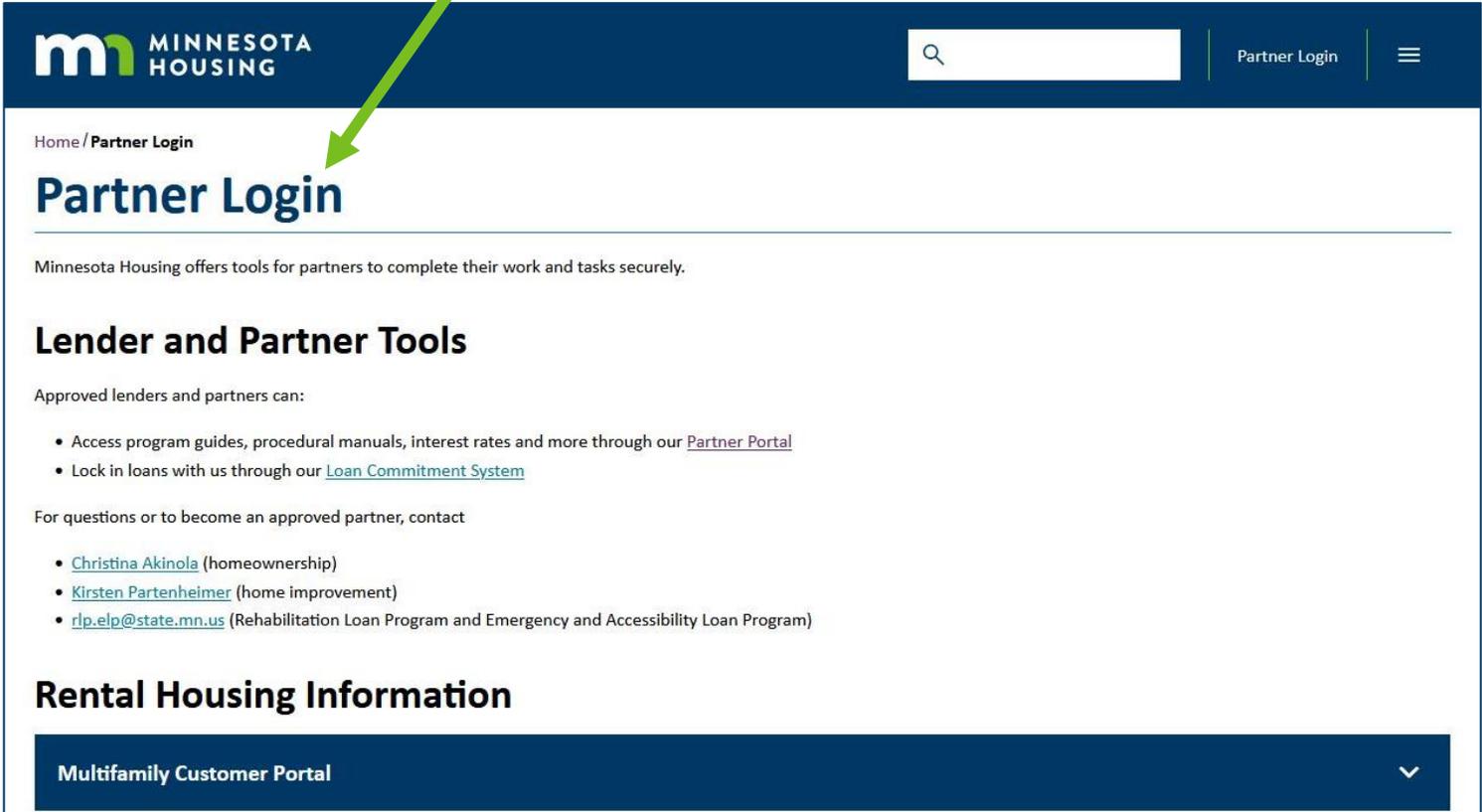
Potential applicants are encouraged to attend a virtual technical assistance session on **10:00 a.m. Central Time on Tuesday, February 18, 2025, or 2:30 p.m. Central Time on Thursday, February 20, 2025**, to learn more about the application process. **Please register for one technical assistance session, which will be held via Microsoft Teams.**

Applications and all required documentation must be submitted using this Cvent application tool by 5 p.m. Central Time on Wednesday, March 19, 2025, in order to be considered for funding.

* Application Primary Contact First Name

* Application Primary Contact Last Name

LeapFILE Secure File Exchange



LeapFILE Secure File Exchange

Secure Upload Tool

Secure Upload Teams and Purposes

Collapse All

Bring It Home Rental Assistance

Capacity Building Program

Compliance Teams

Financials and Qualification Forms

Greater Minnesota Housing Infrastructure Grant Program

Greater Minnesota Small Cities (Tier II Cities) Housing Aid Grant Program

HAP Team

Local Housing Trust Fund Grant Program

Program applicants and administrators must submit documents related to the Request for Proposal (RFP), pre-award risk assessment or other documents required for grant contracting or monitoring.

How to send items to the Local Housing Trust Fund Grant Program team:

- Copy the email address Localhousingtrustfund.mhfa@state.mn.us
- Paste the copied email address into the "recipient email" field on the [Secure Upload Tool](#)

[Secure Upload Tool Instructions](#)

eNews Sign-up

**Minnesota Housing
website (mnhousing.gov)**
Local Government Housing
Programs

<https://mnhousing.gov/local-government.html>



Sign up for email updates >



Thank You!



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Questions?

