



Homework Starts with Home Request for Proposals Selection Framework and Final Scores

2023-2025 and 2023-2027 Grant Terms

Overview of Homework Starts with Home Request for Proposals

Homework Starts with Home (HSWH) is a statewide initiative comprising multiple partners to help students succeed academically by maintaining stable housing. The program serves families with children eligible for a pre-Kindergarten through grade 12 academic program and youth (with or without children of their own) who are eligible for an academic program through grade 12 and who are without their parent or guardian. HSWH is comprised of two funding sources: 1) Housing Trust Fund (HTF) which provides temporary rental assistance, security deposits and other housing related expenses to High Priority Homeless households, and 2) Family Homeless Prevention and Assistance Program (FHPAP), which provides direct assistance including rental assistance, rental deposit and utility assistance and supportive services to households experiencing homelessness or at risk of homelessness.

In 2023 the Minnesota legislature awarded \$5.5 million to HSWH, an increase of \$2 million to its previous base funding of \$3.5 million. A Request for Proposals (RFP) was issued on February 6, 2023, with an application deadline of 4:30 p.m. Central Time on March 29, 2023. Applicants could apply for a two-year (October 1, 2023 – September 30, 2025) or four-year (October 1, 2023 – September 30, 2027) grant term.

This document provides a summary of Minnesota Housing’s process for selecting program administrators under this RFP.

Overview of Selection Framework

The selection process for the HSWH RFP involved a multi-phased evaluation. Applications not passing the requirements of a particular phase did not proceed to the next stage in the review process.

For the first phase, the following threshold criteria was required to be satisfied for an application to be considered:

- The applicant is eligible to apply for HTF or FHPAP funds and identifies specific entities that are eligible to serve in their assigned role. Required roles include, at a minimum, participating school(s) and a participating local government entity.
- Applications must be complete; incomplete applications will not be considered.

The second phase consisted of a financial review. Minnesota Housing Grants Management policies require a financial evaluation of each applicant to better understand the financial capacity to implement the grant and where additional technical assistance may be necessary. If there is a concern, a more robust financial review is completed by Minnesota Housing’s credit risk officer. For this RFP, a financial review was completed per the Office of Grants Management requirements.

Twelve (12) applicants requested a total of \$17,561.640; over three times the amount of funding available. All applicants met the threshold criteria and satisfied the financial review process.

Table 1: Applicant Funding Request(s)

Applicant	FHPAP	HTF	Total Request
Anoka County*	\$ 588,320	\$ 511,680	\$ 1,100,000
Bi-County Community Action Programs, Inc.**	\$ 351,273	\$ 753,552	\$ 1,104,825
Carver County Community Development Agency	\$ 332,600	\$ 437,280	\$ 769,880
Hennepin County (Northwest Collaborative)**	\$ 2,140,559	N/A	\$ 2,140,559
Hennepin County (Stable Homes Stable Schools)**	\$ 851,950	N/A	\$ 851,950
Housing and Redevelopment Authority of Clay County**	\$ 1,585,216	\$ 1,414,640	\$ 2,999,856
Lutheran Social Service of Minnesota**	\$ 2,339,906	\$ 1,641,685	\$ 3,981,591
Mille Lacs Band of Ojibwe	\$ 862,633***	N/A	\$ 862,633***
Red Lake Homeless Shelter**	\$ 532,592	\$ 653,280	\$ 1,185,872
Scott County Health and Human Services	\$ 380,700	\$ 292,456	\$ 673,156
Three Rivers Community Action, Inc.**	\$ 825,410	\$ 558,360	\$ 1,383,770
Tri Valley Opportu4nity Council, Inc.	\$ 507,548	N/A	\$ 507,548
TOTAL	\$ 11,298,707	\$ 6,262,933	\$ 17,561,640***

* 2020 Planning Grant grantee

** Current grantee

*** Rounded

Application Scoring

A total of 10 state reviewers from Minnesota Housing and the Minnesota Department of Human Services participated in the review process. The application was worth up to 100 points and applications were scored based on the following:

- Project Design (25%)
 - Applicant identifies data sources and provides an analysis that clearly describes a significant need in the participating school(s).
 - Project description addresses the needs identified.
 - Role of the provider and role of the client are clearly described and are reasonable.
 - Applicant fully describes household transition plans by the end of program participation or contract term end.
- Equity (30%)
 - Applicant is a Tribal Nation or group of Tribal Nations (receives automatic points for this section).
 - Applicant has exceptional plan to include people with lived expertise.
 - Applicant demonstrates ability to serve vulnerable households with patience and empathy.
 - Applicant and its partners reflect the households that are projected to be served.
- Capacity (30%)
 - Applicant describes concrete examples that demonstrate their ability to successfully carry out the project.
 - Applicant has a robust language translation plan.
 - Applicant demonstrates the capacity or experience to provide technical assistance to subgrantees, including sensitivity to cultural needs, identifies roles and responsibilities of the grantee and how non-performance will be addressed.
 - Collaborative roles and responsibilities are clearly defined in the Memorandum of Understanding (MOU).
- Budget (15%)
 - Budget appears reasonable and FHPAP administrative costs are reasonable.
 - Narrative clearly justifies the applicant's budget and ability to manage the rate of expenditures through the duration of the grant period.

The tables below reflect how the applications scored and ranked.

Table 2: Application Scores and Rank (Metro Area)

Applicant	Counties or Tribal Nations in Applicant's Service Area	Score	Rank
Anoka County	Anoka County	92.33	1

Applicant	Counties or Tribal Nations in Applicant's Service Area	Score	Rank
Carver County Community Development Agency	Carver County	77.67	9
Hennepin County (Northwest Collaborative)	Hennepin County	76.00	10
Hennepin County (Stable Homes Stable Schools)	Hennepin County	87.00	3
Lutheran Social Service of Minnesota	Ramsey and Washington counties	92.00	2
Scott County Health and Human Services	Scott County	81.33	5

Table 3: Application Scores and Rank (Greater Minnesota)

Applicant	Counties or Tribal Nations in Applicant's Service Area	Score	Rank
Bi-County Community Action Programs, Inc.	Beltrami and Cass counties	63.00	12
Housing and Redevelopment Authority of Clay County	West Central Minnesota, including Becker, Clay, Douglas, Otter Tail, Pope, Stevens, Wadena and Wilkin counties	84.33	4
Mille Lacs Band of Ojibwe	Mille Lacs Band of Ojibwe, including Catchment in Pine, Crow Wing, Mille Lacs and Aitkin counties	78.00	8
Red Lake Homeless Shelter	Red Lake Nation, Beltrami, Clearwater, Pennington and Red Lake counties	79.67	6
Three Rivers Community Action, Inc.	Olmsted and Blue Earth counties	79.00	7
Tri Valley Opportunity Council, Inc.	Polk counties	75.33	11

Final Selections

In addition to the grant evaluation process, Minnesota Housing considered other factors including geographic distribution, applicant's performance as a state grantee and services to special populations. The scoring rubric informs the process but was not the only deciding factor. Minnesota Housing's Board awarded a total of \$5.5 million to four applicants; two from Greater Minnesota and two from the metro. Two applicants selected 2-year grant terms and two selected 4-year grant terms. The tables below provide a summary of the FHPAP, HTF and total awards granted, as well as the projected number of households (HH) that will be served.

Table 2: Anoka County Award Summary

Applicant	FHPAP	HTF	TOTAL	Projected # HHs
Anoka County	\$ 588,320	\$ 511,680	\$ 1,100,000	71

Description: HSWH 2020 Planning Grant grantee that will target six schools in the Anoka-Hennepin school district that have higher concentrations of students experiencing homelessness including populations most disparately impacted.

Table 3: Lutheran Social Service of Minnesota Award Summary

Applicant	FHPAP	HTF	TOTAL	Projected # HHs
Lutheran Social Service of Minnesota	\$ 1,146,554	\$ 804,426	\$ 1,950,980	288

Description: HSWH Round 2 and 3 grantee expanding to serve four additional Washington County school districts including Forest Lake, Mahtomedi, South Washington County and Stillwater.

Table 4: Housing and Redevelopment Authority of Clay County Award Summary

Applicant	FHPAP	HTF	TOTAL	Projected # HHs
Housing and Redevelopment Authority of Clay County	\$ 838,327	\$ 748,093	\$ 1,586,420	124

Description: HSWH Round 1 and 2 grantee continuing to serve the West Central CoC region including 8 counties and 18 school districts.

Table 5: Three Rivers Community Action, Inc. Award Summary

Applicant	FHPAP	HTF	TOTAL	Projected # HHs
Three Rivers Community Action, Inc.	\$ 514,000	\$ 348,600	\$ 862,600	117

Description: HSWH Round 2 grantee located in southeastern Minnesota continuing to serve their existing service areas of Rochester and Mankato.