Multifamily Customer Portal
Project Team

Quick Links: Overview |View Team Assignments | Add or Remove Users | Questions

Overview

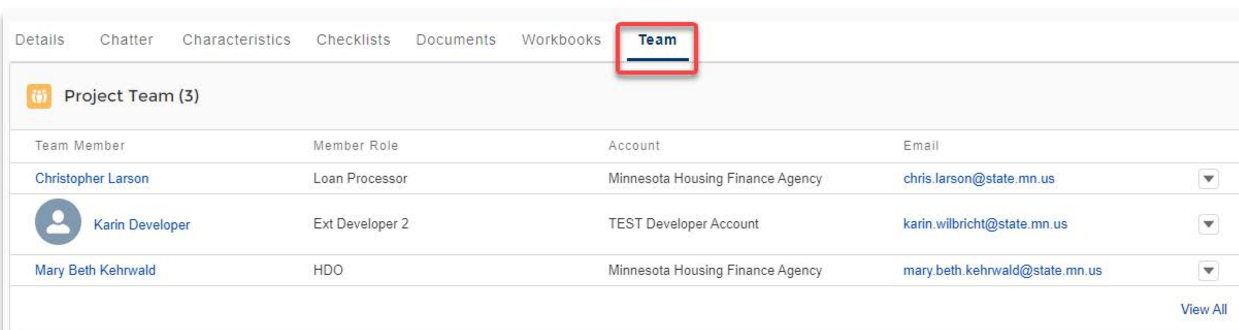
Members of a Project Team are portal account holders assigned to the project. This includes Minnesota Housing staff, other lenders, and team members identified by the project sponsor. There are various levels of access (i.e. read-write, read-only) in the portal but you must have an account to access a project in the portal.

Project sponsors have the ability to designate who from their team needs access to view and work on their project in Portal. Some sponsors choose to submit all forms themselves, while others choose to have their architects, attorneys or supportive housing providers submit documents. Customers can decide who should submit documents on behalf of the selected project.

NOTE: There is not a function to export the checklist and distribute it to non-Portal users. If members of your project team are responsible for submitting documentation, we recommend you grant them access to your project in the Portal. Project team members can view all project-related documents uploaded to the Portal. Sponsor and guarantor financials are not collected in the Portal and must be submitted separately via our Multifamily Secure Upload Tool.

How do I know who is assigned to my project team?

Click on the **Team** tab to view individuals assigned to your project.



How to Add or Remove a User to the Project

To add or remove people to your project team, submit a Project Access Request Form.

Questions

Contact mhfa.app@state.mn.us.