

Grant Request for Proposal Cover Sheet

Purpose

This cover sheet is required for all executive branch granting agencies issuing competitive grant RFPs. It provides a high-level overview of the grant program and funding opportunity.

Applicants should review the full RFP before submitting an application.

Name of Granting Agency: Minnesota Housing Finance Agency

Title of Grant Program/Opportunity: Housing Trust Fund Rental Assistance Program

Topic	Description	RFP Page Number
Overview, Grant Description, and Purpose	HTF Program Rental Assistance provides temporary rental assistance, security deposits, and other housing related expenses to High Priority Homeless (HPH) families and individuals referred through the local Coordinated Entry (CE) system. Rental assistance is provided in partnership with supportive services, as indicated in Minnesota Rule 4900.3766 , that are funded through other sources to help participants achieve housing stability and ultimately transition to permanent sustainable housing.	2
Eligible Applicants	Eligible applicants include Tribal Nations or Tribal housing corporations; Nonprofit organizations, as defined in Minn. Stat. 462A.03, subdivision 22 ; For-profit organizations; Limited dividend entities, as defined in Minnesota Rule 4900.0010, subpart 14 ; Cooperative housing corporations, as defined in Minnesota Rule 4900.0010, subp. 8 ; Cities, as defined in Minn. Stat. 462A.03, subd. 21 ; Joint powers boards established by two or more cities; Public housing agencies; and Natural persons.	2
Eligible Uses	HTF Program Rental Assistance Program funds available through this RFP may be used for tenant-based rental assistance (TBRA), sponsor-based rental assistance (SBRA), administrative fees, security deposits, application fees, damage claims or fees, vacancy payments, and other fees, as approved by Minnesota Housing, necessary to obtain property owner participation or to prevent repeat episodes of homelessness.	2
Amount available, award amounts,	Up to \$24.7 million in funding is anticipated to be awarded for two-year projects. This includes \$500,000 available only to applicants applying for both TBRA and housing navigation funding. (page 1).	1, 11, 17

Topic	Description	RFP Page Number
and key funding items	- A pre-award risk assessment is required for grants of \$50,000 or more (page 11). - Funds may not be spent before the grant agreement contract is executed (page 17).	
Application Timelines	- RFP opens Monday, October 12, 2026. - Submit questions to deran.cadotte@state.mn.us by noon Central time on Friday, October 23, 2026. - All application materials due by noon Central time on Thursday, November 12, 2026.	13
Application Format	The RFP can be viewed on Minnesota Housing's Housing Trust Fund Rental Assistance Program webpage. Submit application materials to Minnesota Housing's Secure Upload Tool . Using the online tool, send items to mhfa.app@state.mn.us . Review the Secure Upload Tool Instructions for more information. Documents must be uploaded in their original format, with the exception of the Application Signature page which may be submitted as a PDF.	16
Questions, Technical Assistance, Contact Information	- Applicants should also review the HTF Program Rental Assistance Program Guide. - RFP Information session held via Microsoft Teams at noon Central time on Thursday, October 15, 2026 (page 13). - Questions are accepted from October 12, 2026 to noon Central time on October 23, 2026 (page 13). - Answers to questions asked during the information session and to subsequent questions received through noon Central time on October 23, 2026 will be posted on Minnesota Housing's Housing Trust Fund Program Rental Assistance webpage on or around Friday, November 6, 2026 (page 13). - Questions can be directed to Deran Cadotte at 651.297.5230 or at deran.cadotte@state.mn.us (page 19).	13, 19
Grant Implementation Requirements	Prior to Award: - Organizations selected for funding must submit all required due diligence documents. The list of due diligence documents is provided on page 17 of the RFP instructions. - A pre-award risk assessment is required for grants of \$50,000 or more (page 11). Active Award/Implementation: - An overview of contractual requirements is provided on pages 17-18 of the RFP instructions.	4, 5, 11, 17, 18

Topic	Description	RFP Page Number
	• Grant payments are reimbursements based on eligible expenses (page 17). • Grantees are required to participate in monitoring visits and financial reconciliation of grantee expenditures. Grantees are also required to monitor and evaluate subgrantees and partnering service providers on an annual basis, at minimum (page 5). • All reporting requirements and other program expectations are outlined in the RFP Instructions (pages 4-5). Post-award: • Minnesota Housing will complete a Grantee Performance Evaluation at the end of the grant term. For all contracts over \$25,000, Evaluation information will be submitted to the Office of Grants Management and made available publicly online (page 17). • Grantees are required to maintain financial and participant records for a minimum of six years after the Grant Contract Agreement has ended (page 18).	