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 to help potential applicants determine whether to pursue a grant opportunity.

Applicants should review the full RFP before submitting an application.

Name of Granting Agency: Minnesota Housing Finance Agency

Title of Grant Program: Homework Starts With Home (HSWH)

Table 1: RFP Summary

Topic	Description	RFP Page Number
Overview, Grant Description and Purpose	HSWH provides supportive services and/or financial assistance to assist students and their families to obtain or retain housing.	4
Eligible Applicants	Per Minn. Stat. 462A.204, subd. 8 and Minn. Stat. 462A.201, subd. 2, eligible applicants are: • An Housing Trust Fund (HTF) Administrator requesting HTF funds, or • A Family Homeless Prevention and Assistance Program (FHPAP) Grantee requesting FHPAP funds This RFP requires collaborative responses from multiple organizations operating within the same geographic area, including either an HTF Administrator or FHPAP Grantee; participating schools and a participating local government entity.	5
Eligible Projects	Selected grantees must serve the following populations who are homeless or at imminent risk of homelessness: (1) families with children eligible for a pre-kindergarten through grade 12 academic program, and (2) unaccompanied youth (with or without children of their own) who are eligible for an academic program through grade 12 and who are facing housing instability.	5-9

Topic	Description	RFP Page Number
	HSWH is designed to provide supportive services and/or financial assistance to assist eligible households and students obtain or retain housing. The HSWH outcomes look to: • Reduce the number of students who become homeless for the first time (Prevent) • Reduce the number of students who experience homelessness (Rare) • Reduce the length of time that students and their families experience homelessness (Brief) • Reduce the number of students who return to homelessness (One-Time) • Increase equitable outcomes for households who are disparately impacted by homelessness (Equity) • Improve school attendance and academic achievement among students who have experienced or who are at imminent risk of homelessness	
Amount available, award amounts and key funding items	Minnesota Housing anticipates awarding up to $5.5 million in HSWH funds and is likely to select between three and five applications for either a two-year grant period or a four-year grant period. • A pre-award risk assessment is required for grants of $50,000 or more. • Funds may not be spent before the grant contract agreement contract is signed.	4, 18, 22
Application Timelines	• The RFP opens Monday, November 2, 2026 • Submit questions to nancy.urbanski@state.mn.us or diane.elias@state.mn.us, by 4:30 p.m. Central Time on Friday, December 18, 2026. • All application materials are due by 4:30 p.m. Central time on Friday, January 15, 2027.	18-19
Application Format	The RFP can be viewed on Minnesota Housing's Homework Starts With Home 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.	

Topic	Description	RFP Page Number
	Documents must be uploaded in their original format, except for the Application Signature page which may be submitted as a PDF.	
Questions, Technical Assistance, Contact Information	• Applicants should also review the HTF Program Rental Assistance Program Guide and the FHPAP Program Guide. • The RFP Information session will be held via GoToWebinar at 10 a.m. Central time on Tuesday, November 10, 2026. • Questions are accepted until 4:30 p.m. Central time on Friday, December 18, 2026. • Answers to questions will be posted on Minnesota Housing's Homework Starts With Home Program webpage on or around Monday, January 4, 2027. • Questions can be directed to Nancy Urbanski at nancy.urbanski@state.mn.us or Diane Elias at diane.elias@state.mn.us or Deran Cadotte at deran.cadotte@state.mn.us	19, 23
Grant Implementation Requirements	**Prior to Award:** • A pre-award risk assessment is required for grants of $50,000 or more. • Organizations selected for funding must submit all required due diligence documents. **During Award Period:** • Grantees must comply with all contractual requirements. • Grantees are required to participate in monitoring visits and financial reconciliation of grantee expenditures. • Reporting requirements are outlined in the RFP Instructions. **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. • Grantees are required to maintain financial and records for a minimum of six years after the Grant Contract Agreement has ended. Grantees are subject to the Office of Grants Management Polices.	13-14, 18, 21-22, 23