

**2025 Single Family Request for Proposal (Single Family RFP)  
General Application**

(NOTE: Complete one General Application per applicant, *not* per activity)

**Instructions**

Application Deadline:  
**July 10, 2025, at noon**

Review the Single Family Request for Proposals (RFP) Application Instructions **before** completing application materials. The Single Family RFP Application Instructions document provides information and submission instructions.

The ability to complete a project in a timely fashion is critical. Contracts expire **36 months** from the effective date of the Grant or Loan Contract Agreement.

**Applicant Information**

1. Applicant Information (Exact legal name as it should appear on the Contract, if funded):

Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
County: \_\_\_\_\_

Executive Director/President:  
Salutation: \_\_\_\_\_  
Chosen Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Legal Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

2. RFP Contact:

Salutation: \_\_\_\_\_  
Chosen Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Legal Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

By submitting this application, the Applicant authorizes Minnesota Housing and any co-funders to add the RFP Contact to our email distribution lists, including eNews lists, to ensure they receive important program updates.

If the Executive Director/President is not the RFP Contact, check here if the Applicant authorizes Minnesota Housing and its co-funders to add its Executive Director/President to our email distribution lists.

3. What type of organization is the Applicant (e.g., local government, tribal government, HRA, CAP, nonprofit, for-profit)?

4. Is the Applicant a municipality under [Minn. Stat. § 471.345, subd. 1](#)?

Yes, Applicant **is** a municipality under Minn. Stat. § 471.345, subd. 1.

No, Applicant is **not** a municipality under Minn. Stat. § 471.345, subd. 1.

5. Name of the Applicant organization's parent company, if the parent company is not the Applicant:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

County: \_\_\_\_\_

a. Explain why the parent company is not the applicant.

6. Applicant:

State ID #: \_\_\_\_\_

Federal ID #: \_\_\_\_\_

Parent Organization (if applicable):

State ID #: \_\_\_\_\_

Federal ID #: \_\_\_\_\_

7. Identify who will provide the services below and mark whether the entity is an unaffiliated entity. An unaffiliated entity is one that does not have a contractual or legal relationship with the Applicant.

	Name of entity performing services	An unaffiliated entity
Real estate agent or brokerage services		<input type="checkbox"/> Yes <input type="checkbox"/> No
General contractor services		<input type="checkbox"/> Yes <input type="checkbox"/> No
Specialty contractor services		<input type="checkbox"/> Yes <input type="checkbox"/> No
Architectural services		<input type="checkbox"/> Yes <input type="checkbox"/> No
Energy audits/modeling		<input type="checkbox"/> Yes <input type="checkbox"/> No
Lead hazard inspections		<input type="checkbox"/> Yes <input type="checkbox"/> No
Material supply		<input type="checkbox"/> Yes <input type="checkbox"/> No
Other. Describe:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Other. Describe:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Other. Describe:		<input type="checkbox"/> Yes <input type="checkbox"/> No

8. Describe the Applicant's mission, purpose, and role in the proposed Housing Activity or Activities:  
(2000-character max)

9. If the Applicant is submitting multiple applications, please indicate the order of priority for funding.  
Include a name and numeric ranking for each application:

## Signature Page

### Informed Consent to Share Data

The entity identified below (the “Applicant”) is submitting an application to the Minnesota Housing Finance Agency (Minnesota Housing) for funding or other resources through the Single Family RFP process.

By submitting this General Application, the Applicant consents to the sharing of application-related data and materials by Minnesota Housing with non-Minnesota Housing partners that assist with the evaluation of responses. Data shared with outside reviewers and entities remains not public data during the evaluation process and may not be shared by those entities except as authorized by relevant data practice statutes.

This consent is voluntary and can be withdrawn at any time by providing written notice to Minnesota Housing. If consent is withdrawn, Minnesota Housing will not score and consider the application. If you have questions about this document or the use of the data, please contact Minnesota Housing’s Data Practices Compliance Official at [MNHousing.Data@state.mn.us](mailto:MNHousing.Data@state.mn.us).

### Applicant Certification

I am a duly authorized representative of the Applicant. The proposal(s) and information provided in this application are true and correct to the best of my knowledge and belief. If funded, the Applicant will comply with the Grant Contract Agreement or Loan Contract Agreement (either, as applicable, the “Contract”) terms and the Impact Fund Procedural Manual. In the event of a conflict between the provisions of the Contract and those contained in the Impact Fund Procedural Manual, then the provisions of the Contract will control. The Impact Fund Procedural Manual may, however, contain more stringent requirements than those found in the Contract. In which case, the Impact Fund program Administrator must comply with the most stringent requirements.

The Applicant, who is not a state employee, if awarded grant proceeds, will comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97, subd. 4 \(a\) \(1\)](#), and review the State of Minnesota [Office of Grants Management policy 08-01](#) (Conflict of Interest for State Grant-Making). In addition, if the Applicant or, if awarded funds, the Administrator, has knowledge or becomes aware of any actual, potential, perceived, or organizational conflicts of interest with respect to the Contract, the Administrator shall immediately disclose the conflict of interest directly to Minnesota Housing.

If applying for Affordability Gap funds, the Applicant attests that it will ensure that any and all programs funded under this application comply with all applicable mortgage rules and regulations, including but not limited to Regulation X (Real Estate Settlement Procedures Act), Regulation Z (Truth in Lending Act), TILA-RESPA Integrated Disclosures (TRID), Equal Credit Opportunity Act (ECOA), Fair Housing and Fair Credit Acts, and Unfair, Deceptive, or Abusive Acts or Practices (UDAAP).

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Authorized Signature

Date

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Printed Name

Title

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Phone Number

Email Address