



Manufactured Home Community Redevelopment Program Request for Proposals (RFP) Application Instructions

Grant Period: 2027–2030

Application Deadline: Friday, September 18, 2026, noon Central time

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Overview

The Manufactured Home Community Redevelopment Program (Program) is authorized by [Minnesota Statutes Section 462A.2035, Subdivision 1b](#) to provide funding for manufactured home park redevelopment. The Program provides grants for infrastructure improvements to manufactured home communities and for the acquisition of manufactured home parks. Funds are available through a Request for Proposals (RFP) process.

The purpose of this program is to fund projects which will improve the safety and habitability of manufactured home communities located in Minnesota.

Available Funding

Program funding is contingent upon legislative approval/program appropriations through the Minnesota Legislature. The program is an eligible use of state appropriations and Housing Infrastructure funds.

Eligible Applicants

Eligible applicants can be any one of the following:

- Cooperative manufactured home park owners
- Privately owned manufactured home park owners
- Government manufactured home park owners
- Housing Redevelopment Authority Manufactured Home Park Owners
- Nonprofit manufactured home park owners
- Nonprofits acting as an intermediary on behalf of a manufactured home park

Funds for the Manufactured Home Community Redevelopment Program can be used for the acquisition of a park, or the improvement and/or infrastructure development of manufactured home parks. Minnesota Housing must have adequate assurances that the acquisition, improvement or infrastructure development will benefit low and moderate income manufactured home park residents, which is defined as residents who are, in aggregate, at or below 115% Area Median Income (AMI), based on the greater of state or local AMI.

If the applicant is a city, county or community action program, preference must be given to households at or below 50% of the city or county AMI.

Funding will be contingent on the agreement that manufactured home park owners will maintain lot rents affordable to households at or below 115% AMI during the affordability period as set forth in the Declaration of Restrictive Covenants (see Affordability Restrictions).

Table 1: Area Median Income by Region

Gross Household Income (percent AMI)	11-County Twin Cities Metro Area*	Rochester MSA**	Balance of State
50%	\$66,200	\$62,800	\$58,500
60%	\$79,500	\$75,400	\$70,200
80%	\$106,000	\$100,500	\$93,600
100%	\$132,400	\$125,600	\$116,900

*Includes the counties of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington and Wright

**Includes the counties of Dodge and Olmsted

Eligible Parks

Eligible parks must be permanent, year-round parks without property age restrictions that are either:

- Cooperatively owned
- Privately owned
- Publicly owned

Ineligible Parks

The following parks are ineligible for funds:

- Seasonal and/or resort parks

All applicants should review and comply with the requirements outlined in the Manufactured Home Community Redevelopment Program Guide found on the [Minnesota Housing website](#).

Eligible Uses

The Manufactured Home Community Redevelopment Program is focused on funding eligible infrastructure and improvement projects. Eligible projects include, but are not limited to, water and sewer installation and improvements, installment or repair of storm shelters, electrical system installation and repairs, road and sidewalk installation or improvements, tree removal for dead or deceased trees (or trees that need to be removed for other approved activities), landscaping repair due to approved activities, necessary installation or repair of park signage, installation or repair of security systems and fences and/or park lighting installation or repair.

The Manufactured Home Community Redevelopment Program may also fund the acquisition of manufactured home parks. Improvements required prior to an acquisition of a manufactured home park will also be eligible.

Other infrastructure improvements or activities may be eligible if approved in writing by Minnesota Housing.

Program Expectations

Applicants must comply with the minimum architectural design standards posted on the [Department of Health website](#). These are the minimum standards required to maintain a license to operate as a manufactured home park.

Applications for infrastructure improvements must include an assessment of the existing infrastructure item(s) needed to be improved. Assessments should include a reasonable cost estimate for the improvement and must be completed by a licensed assessor who has specific knowledge about the infrastructure needing improvement.

The Manufactured Home Community Redevelopment Program is a three-year grant term. All project funds must be disbursed within three years of the execution date of the Grant Contract Agreement. An extension exception may be requested in writing to Minnesota Housing. The project or project phase associated with the grant must be completed within six months of the disbursement of all funds.

Grantees must follow annual reporting requirements, including providing documentation related to the project progress, as well as submission of lot rent rolls and any other documents requested by Minnesota Housing for reporting or monitoring purposes.

Affordability Restrictions

Manufactured home parks awarded funds will be subject to extended use affordability requirements. Review the sample Declaration of Restrictive Covenants (Declaration). Upon execution of the Grant Contract Agreement, a Declaration will be filed of record with the county upon which the manufactured home park is located. The owner of the manufactured home park must remain in compliance with the Declaration through the affordability period. If not in compliance, Minnesota Housing reserves the right to take action to enforce the Declaration. The affordability period will be determined by Minnesota Housing and runs 25 years. The Declaration requirements may include:

- The property will remain a manufactured home park
- Manufactured home park owners will maintain lot rents affordable to low- or moderate-income households
- Manufactured home park owners will establish a fund to account for replacement reserves for infrastructure and improvement repairs

- Lot rent increases will be capped at 5% annually, or as agreed upon in writing by Minnesota Housing
- Any sale or transfer of ownership of the manufactured home park must be approved by Minnesota Housing

Equity

Minnesota thrives because of its diversity of race, ethnicity, sexual orientation, gender identity, (dis)abilities, ages, families and geographies. Discrimination and lack of access to resources and other barriers have led to disparities that hinder Minnesotans from achieving their fullest potential. Minnesota Housing focuses on communities most impacted by housing instability and disparities in its work to advance equity. This is a core value in all of Minnesota Housing's actions, including resources administered through the Manufactured Home Community Redevelopment RFP process, which includes the awarding and allocation of grant funds. This Manufactured Home Community Redevelopment Program RFP is designed to prioritize projects that center on communities most impacted.

It is the policy of Minnesota Housing to affirmatively further fair housing in all its programs so that individuals of similar income levels have equal access to Minnesota Housing programs, regardless of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, familial status, gender identity or sexual orientation.

Application Requirements

All Applicants

- **Intent to Apply:** All applicants must submit an Intent to Apply by noon on Friday, August 28, 2026. The Intent to Apply can be submitted by completing on the [Manufactured Home Community Redevelopment Program page](#) on the Minnesota Housing website or by filling out the Intent to Apply form and emailing it to MNHousing.ManufacturedHomes@state.mn.us.
- **Credit Review Documents:** Applicants must submit the appropriate documents based on the ownership structure of the park so that a credit review can take place. Government entities are exempt from a credit review.
- **Inspection Report:** Applicants must submit the most recent park inspection report from the Department of Health or local delegated authority.
- **License:** Applicants must submit a valid park license.
- **Rent Rolls:** Applicants must submit three months of consecutive rent rolls to demonstrate park vacancy levels as well as verifying lot rents.
- **Tenant Questionnaire:** Provided by Minnesota Housing (optional).

- **Applicants must provide permits for Subsurface Sewage Treatment Systems permit or State Disposal System permit if applicable.**

Applicants must provide documentation that the lots are available to year-round residents within the Manufactured Home Park. If a portion of the park is available to seasonal residents, funds will be awarded proportionate to resident occupancy if selected for funding.

Applicants Proposing Infrastructure Redevelopment

- **Cost Estimate Documents:** Applicants can supply assessments and reasonable cost estimate documents with the application when applying for infrastructure redevelopment. If multiple bids are conducted and the lowest bid was not selected, applicants must provide an explanation in the application and narrative. The selected bid should be clearly identified. Cost estimates and assessments should be completed by an assessor with the legal, educational and/or industry authority to complete a reasonable assessment.
- **Construction Timeline:** Applicants must submit a construction timeline when applying for infrastructure redevelopment to verify the work will be completed within the terms in the Grant Contract Agreement.
- **Photographs and/or map** of the park (optional) addressing infrastructure project.

Applicants Proposing Acquisition as all or Part of the Project

- **Commitment Letter:** Applicants must submit a commitment letter from the first mortgage lender outlining the loan amount, terms and an estimated closing date.
- **Purchase Contract:** Applicants must submit a copy of the executed purchase contract for the park.
- **Credit Review Documents:** In addition to the credit review documents outlined above, applicants must submit the appropriate documents for the proposed ownership entity after acquisition.

Review Criteria

This is a competitive application process. Applications will be reviewed and scored by a committee comprised of Minnesota Housing staff, other state agencies staff, content experts and community members with topic/regional knowledge. Recommendations will be presented to the Minnesota Housing board for approval. Minnesota Housing's award decisions are final and are not subject to appeal.

Threshold Criteria

Threshold criteria are the basic requirements an application must meet to be considered for funding. The following threshold criteria must be satisfied for an application to be considered:

- The application must be for an eligible applicant as defined in the Eligible Applicants section.
- The application must include all required application checklist items, be properly completed and submitted by the published deadline via the specified submission method (refer to the Submission Instructions section of this document). NOTE: All required application items must be provided either before or no later than the application deadline. Any application that does not include all required items (threshold criteria) will not be eligible for funding consideration.

Competitive Criteria

The Manufactured Home Community Redevelopment Program prioritizes applications addressing health and safety concerns of their communities.

The following **competitive criteria** will be used to score only those applications that satisfy the minimum threshold criteria as stated in the Application Checklist section of this document:

1. **Community Needs** (0-20 points)
 - **Infrastructure Needs** based on critical need, health and safety issues or other infrastructure needs for the sustainability of the community. OR
 - **Acquisition Needs** based on converting communities to cooperative ownership models, the risk of park closure or the risk of the park being converted to other uses.
2. **Households Served** (0-30 points) – based on affordable lot rents in the community and demographics of the community, with higher scores going toward funding parks with lower income households and households who represent typically underserved communities.
3. **Community Support** (0-30 points) – based on how much the surrounding community is in support of the project, including leverage for the project from local municipalities, converting park utilities into public utilities or project oversight from a local municipality or housing organization.
4. **Project Leverage and Costs** (0-30 points) – based on amount of leverage in the project, leverage sources from local municipality and project costs compared to the number of lots in a community.
5. **Project Assessment** (0-10 points) – based on how well-planned the project is, how detailed cost assessments have been determined and how the project timeline is constructed.
6. **Project Experience** (0-10 points) – based on the experience of the contractors, project managers, engineers and others who have been selected to work on the project through completion.

Scores are totaled and combined (0-130 total), and funding recommendations are based on the total final scores.

After the grant review committee has met and scores have been finalized, Minnesota Housing staff may incorporate the scores into final funding recommendations that may also be based on affordability of the housing for the community. Funding recommendations will also incorporate the results of the pre-award risk assessment (noted below). Final funding amounts will be dependent on the amount requested, the number of applicants and the funding amount available to distribute.

All funding decisions are at Minnesota Housing's sole discretion and are not subject to appeal unless allowed for under Minn. Stat. §16B.981. Additionally, Minnesota Housing reserves the right to request proposal revisions during the due diligence phase, which is after Minnesota Housing board approval but before the Grant Contract Agreement is executed.

Pre-Award Risk Assessment

Per [Minn. Stat. §16B.981](#), Minnesota Housing is required to conduct a pre-award risk assessment of potential grantees requesting grant awards of \$50,000 or more. The information submitted by potential grantees will be used to assess the risk that a potential grantee cannot or would not perform the required duties of the grant. Minnesota Housing will review the potential grantee's past performance, tax returns, audits, principals and standing with the Secretary of State.

Minnesota Housing will determine whether:

1. The potential grantee would likely be able to perform the duties of the grant without additional conditions,
2. The potential grantee would likely be able to perform the duties of the grant with additional technical assistance or conditions placed on the potential grantee, or
3. There is a substantial risk that the potential grantee cannot or would not perform the required duties of the grant.

The pre-award risk assessment will include the following components:

- A Risk Assessment Form with questions to be completed as part of the application
- Financial information as applicable to the applicant organization and detailed on the Risk Assessment Form
- Evidence of good standing with the Minnesota Secretary of State
- Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified

To complete this assessment, Minnesota Housing may request additional information which must be provided by the potential grantee. Minnesota Housing will notify a potential grantee if it is unable to satisfy its concerns by working with the potential grantee. This notification will include information on the decision and options to request reconsideration of the decision.

The submission of inaccurate or misleading information may be grounds for disqualification from a grant award and may subject an organization to suspension or debarment proceedings, as well as other remedies available to Minnesota Housing, by law.

The results of this pre-award risk assessment will not impact scoring of an organization's competitive application for grant funds.

Note: Tribal governments are not subject to the pre-award risk assessment. Tribal-affiliated organizations with a nonprofit or for-profit business designation with the Minnesota Secretary of State are subject to the requirements.

Application Timeline

Table 2: Application Timeline

Date	Activity
Monday, August 10, 2026	RFP posted via the Minnesota Housing website, eNews and State Register
Friday, August 28, 2026	Intent to Apply due by noon Central time Note: The Intent to Apply is required to apply for the program.
Between August 24–September 11, 2026	Minnesota Housing holds an RFP Information /Technical Assistance Session via Microsoft Teams Webinar. The session will be recorded and posted on the Minnesota Housing website .
Friday, September 11, 2026	Final call for questions by 5 p.m. Central time
Monday, September 12, 2026	Final FAQs posted to the Minnesota Housing website in response to RFP questions submitted
Friday, September 18, 2026	Applications due by noon Central time (refer to the Submission Instructions section below)
Thursday, December 17, 2026	Minnesota Housing staff recommends selections to Minnesota Housing's board
January 2027	Minnesota Housing notifies all applicants of selection decisions
February–April 2027	Mandatory due diligence training for all selected applicants
April–May 2027	Upon Grant Contract Agreements being fully executed, Grant Contract Agreement term begins

Date	Activity
January–February, Annually	Annual reporting
April–May 2030	Grant Contract Agreement term ends (no activities funded after this date without a fully executed grant contract extension amendment)

NOTE: All dates and times are subject to change at the sole discretion of Minnesota Housing.

Minnesota Housing will hold an RFP Information/Technical Assistance Session via Microsoft Teams Webinar. The session will provide an overview of RFP content and allow time for questions.

Dates for the sessions will be posted on the [Manufactured Housing webpage](#) in August or September 2026. Frequently Asked Questions (FAQs) from the RFP Information/Technical Assistance Session, along with other questions, will be posted on or around August 10, 2026. All final questions must be submitted by September 11, 2026, with the final FAQ posted on or around September 14, 2026.

To receive email updates related to the RFP, [sign up to receive eNews updates](#) on the Minnesota Housing website.

Application Checklist

Applicants must use the required application form and include all required information/documentation. Applicants are encouraged to be clear and concise in your responses. Do not submit materials that are not requested. Unrequested materials will not be reviewed.

All checklist items must be completed properly and submitted to meet the threshold criteria. Only applications meeting the threshold criteria will be considered for funding:

1. ☐ Application Narrative and Required Supporting Documentation
2. ☐ Applicant Signature Page (wet, digital or electronic signatures will be accepted)
3. ☐ Pre-Award Risk Assessment Form and accompanying documents detailed in the form
 - A. Risk Assessment Form—Nonprofit Organizations
 - B. Risk Assessment Form—For Profit Business Entities
 - C. Risk Assessment Form—Political Subdivisions
 - D. Accompanying Documentation:
 - a. Financial Documents related to the applicant organization and detailed on the Risk Assessment Form (Nonprofits and For Profits Only)
 1. Internal Controls Certification—Nonprofit Organizations, if applicable
 2. Internal Controls Certification—For Profit Business Entities, if applicable
 - b. Evidence of good standing with the Minnesota Secretary of State (Nonprofits and For Profits Only)
 - c. Certification of no convictions of felony financial crimes by a principal, along with a list of principals being certified (All applicants)

4. ☐ Project Cost Assessment Documents
5. ☐ Construction or Acquisition Timeline
6. ☐ Department of Health Inspection Report
7. ☐ Park Owner License
8. ☐ Lot Rent Documentation/Rent Rolls
9. ☐ Compiled Results of Tenant Questionnaires (optional)
10. ☐ Photographs and/or Aerial Map of the Park (optional)
11. ☐ Permits, if applicable
12. ☐ If Project includes a Park Acquisition
 - A. Commitment Letter
 - B. Purchase Contract
 - C. Appraisal

The file naming convention of the items submitted above should be:

Program Name RFP_Applicant name_Name of Document Example: "Program MHCR_RFP_EXY
Park_Application"]

NOTE: Applicants must understand the application components and what types of submission materials are required to satisfy each required component. Applications that do not contain all required components (completed and submitted properly) will be noted as incomplete and will not be eligible for further review, including scoring. Minnesota Housing is unable to provide notice if an application is incomplete.

If you have questions regarding checklist items listed above, contact the designated point of contact found at the end of this document. Allow enough time for staff to respond and help resolve issues so that a complete application can be submitted prior to the application submission deadline. Also note that technical assistance does not guarantee that a complete application will be submitted.

Submission Instructions

The Intent to Apply must be submitted **no later than noon Central time on Friday, August 28, 2026.**

The Intent to Apply and applications can be completed in two ways:

- Through the [Online Application on the website](#) **or**
- Paper applications can be scanned and uploaded using the [Single Family Secure File Exchange](#) (LeapFILE), accessible on the [Partner Login](#) page. Documents can also be submitted via MNHousing.ManufacturedHomes@state.mn.us.

Financial Information must be submitted via a secure method **no later than noon Central time on Friday, September 18, 2026**, to be considered for funding. Financial information can be submitted using the [Single Family Secure File Exchange](#) (LeapFILE), accessible on the [Partner Login](#) page, or by emailing it to the [Manufactured Housing team](#).

If you need technical support when completing or submitting your application, email MNHousing.ManufacturedHomes@state.mn.us with “Manufactured Housing Community Redevelopment Program” in the subject line.

Applicants must complete the narrative questions in the application and include all the required information. The narrative questions can be completed through either the [Online Application on the website](#) or by completing the Application Narrative form in the application – Applicants do **not** need to complete both.

If you have questions regarding the checklist items, please contact the designated point of contact listed in the Questions section below.

NOTE: Submitted applications are considered final; late and incomplete applications will not be considered. Minnesota Housing may request additional information or clarification. The applicant will be responsible for all costs incurred with applying for this RFP. Award decisions are final and not subject to appeal.

Per the [Minnesota Government Data Practices Act](#), responses submitted by an applicant are private or nonpublic until the responses are opened. Once the responses are opened, the name and address of the applicant and the amount requested are public. All other data in a response is private or nonpublic data until completion of the evaluation process, which for the purposes of this grant, is when all grant agreements have been fully executed. After a granting agency has completed the evaluation process, all remaining data in the responses is public with the exception of trade secret data as defined and classified in [Section 13.37 of the Minnesota Governmental Data Practices Act](#). A statement by an applicant that the response is copyrighted or otherwise protected does not prevent public access to the response.

Due Diligence Requirements

Due diligence refers to the documents that organizations must submit or actions that must be completed prior to contracting with Minnesota Housing. **If an applicant is selected for funding**, Minnesota Housing will require the following due diligence items be submitted before funds can be disbursed:

- **Signed Grant Contract Agreement** provided by Minnesota Housing
- **Recorded, signed and notarized Declaration of Restrictive Covenants** provided by Minnesota Housing

- **Full Legal Description**
- **Authorized Signor document** provided by Minnesota Housing
- **Certificate of Insurance:** note the type and amounts needed.
 - If the applicant/grantee does not have employees, they are exempt from this requirement.
 - A letter indicating no employees at time of the contract execution is required for the exemption.
- **W-9 and SWIFT vendor number** for a new potential grantee that has been selected, or if the current information on file needs to be updated.
- **Approved Scope of Work**, a detailed list of project activities, timelines, contractor or engineering firm, and what entity is responsible for payment of activities on a template provided by Minnesota Housing.
- **Bidding Requirements required in the contract must be satisfied.**

Potential grantees that are awarded funding must have all due diligence submitted and approved and the Grant Contract Agreement fully executed—including both the potential grantee’s and Minnesota Housing’s signatures—before costs can be incurred and reimbursed or grant funds can be used. Minnesota Housing will not reimburse costs before the execution of the Grant Contract Agreement. Minnesota Housing will initiate the execution of the Grant Contract Agreement, including required signatures.

Contractual Requirements

A potential grantee awarded funding under this proposal will be required to:

- Comply with Manufactured Home Community Redevelopment Program Procedural Manual.
- Maintain financial records that document the use of all grant funds for a minimum of six years after the Grant Contract Agreement has ended. Minnesota Housing, at its sole discretion, may request to review the accounting and documentation of such records at site visits or at other times.
- Complete and submit by required due dates, all requests for extensions or exceptions, annual reporting and final program reports in a template provided by Minnesota Housing.
- Comply with all local, state and federal requirements.
- Comply with monitoring and financial reconciliation audits, including site visits, evaluation and reporting by Minnesota Housing.
- Have a Conflict of Interest policy and take necessary steps to prevent individual and organizational conflicts of interests. All suspected, disclosed or discovered conflicts of interests must be reported to Minnesota Housing in a timely manner.
- Comply with applicable contracting and bidding requirements noted in the Grant Contract Agreement.

- Comply with all affirmative action and non-discrimination requirements noted in the Grant Contract Agreement.
- Comply with [Minn. Stat. §201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Questions

Direct questions to the designated point of contact for this RFP:

- Monica Tucker 651.539.9841 monica.tucker@state.mn.us
- Amy Chuk 651.539.9615 amy.chuk@state.mn.us
- Jeramiah Townsend 651.539.9731 jeramiah.townsend@state.mn.us
- General inquiries and technical assistance needs can be emailed to
MNHousing.ManufacturedHomes@state.mn.us.

No other staff are authorized to respond to questions from potential applicants related to this RFP. All questions and answers will be posted to the [Manufactured Home Community Redevelopment webpage](#).