Scoring Wizard Training

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Our Mission: The Core Purpose

Housing is the foundation for success, so we collaborate with individuals, communities and partners to create, preserve and finance housing that is affordable.
Questions and Answers Protocol

• Click the raise your hand button of the GoToWebinar toolbar. This will allow us to call on you and unmute your line to ask your question

• Enter questions directly under the Questions tab
Technical assistance provided by Minnesota Housing staff is only advisory and does not guarantee that a development will receive points under a particular category or be selected for funding.

While every effort is made to ensure the accuracy of the technical assistance, such assistance is subject to, and does not modify or override, the requirements of Minnesota Housing’s Qualified Allocation Plan, the Self-Scoring Worksheet, Multifamily Applications Instructions, Multifamily Underwriting Standards, or other documents related to applications for funding.

Applicants are encouraged to review the materials available on Minnesota Housing’s website and consult with legal counsel, and if applicable, a knowledgeable tax professional, to ensure compliance with all applicable application, submission, and project requirements.
Training Topics

• What’s new?

• Portal demo
  • Getting started: Create a project, request team access, and identify project characteristics
  • Checklist management
  • Scoring Wizard basics

• Reminders to avoid common mistakes

• Questions
What’s New in the Portal?

Email notifications

• Project created
• Final scoresheet submitted
• Application checklist submitted
What’s New in the Portal?

Withdraw Project Button

• Ability to withdraw project from consideration
• Button on project page near Scoring Wizard button

New fields

• Number of buildings field in Apply for Funding Wizard
• Phone number field for project team members
What’s New in the Scoring Wizard?

On-screen guidance

• Added definition of Total Units and Total Assisted Units

Access to Transit

• Made the point options dynamic based on the project’s location so you can only select point options you are eligible for.
What’s New in the Scoring Wizard?

Efficient Use of Scarce Resources and Leverage

- Added option to elect fewer points than the project is eligible for on the Claim Points tab
Portal Demo
Reminders

• The ‘Data used’ language on the claim points tab identifies which grids or questions are used to calculate points available to claim.

• Ability to switch scoresheet from test to final version.

• Submit final scoresheet before the deadline. Contact mhfa.app@state.mn.us if you need to modify a submitted scoresheet prior to the deadline.
Reminders

• Visit the Multifamily Customer Portal Resources page at [mnhousing.gov/sites/multifamily/portal](http://mnhousing.gov/sites/multifamily/portal)

• Self-Scoring Worksheet Training
  • Tuesday, May 3, 2022, 10:00 - 11:30 a.m. CT
  • Tuesday, May 24, 2022, 10:00 - 11:30 a.m. CT
Thank you!

System Questions
mhfa.app@state.mn.us