**How does Minnesota Housing award grant funds for the 2022 Capacity Building Program?**

**Minnesota Housing:**

1. **Money Available**
   - Receives money from the State of Minnesota for housing activities and programs.

2. **Request for Proposal**
   - Defines the priorities for these activities and programs and makes an open invitation for organizations to answer questions and provide documents to compete for it. This is called a Request for Proposal.

3. **Build Review Team**
   - Recruits state employees and community members to score applications and serve as grant reviewers.

4. **Get Ready**
   - Provides training about the grant programs and priorities, the steps in the grant selection process, and how to score applications. Minnesota Housing staff are available for questions throughout the process.

5. **Review**
   - Assigns applications to grant reviewers.

6. **Award Money**
   - Minnesota Housing strongly considers grant reviewer recommendations to arrive at the final list of grantees.

**Grant Reviewer:**

1. **Score Applications**
   - Score each application question using a score guide and give a total score to the applicant.

2. **Select Interviewees**
   - Meet to discuss the scores and identify the strongest applicants to be invited to an interview.

3. **Conduct Interviews**
   - Interview applicants and score the interview.

4. **Evaluate Finalists**
   - Meet to discuss the applicants’ performance in their written application and interview.

5. **Recommendations**
   - Recommend a list of applicants to fund.