



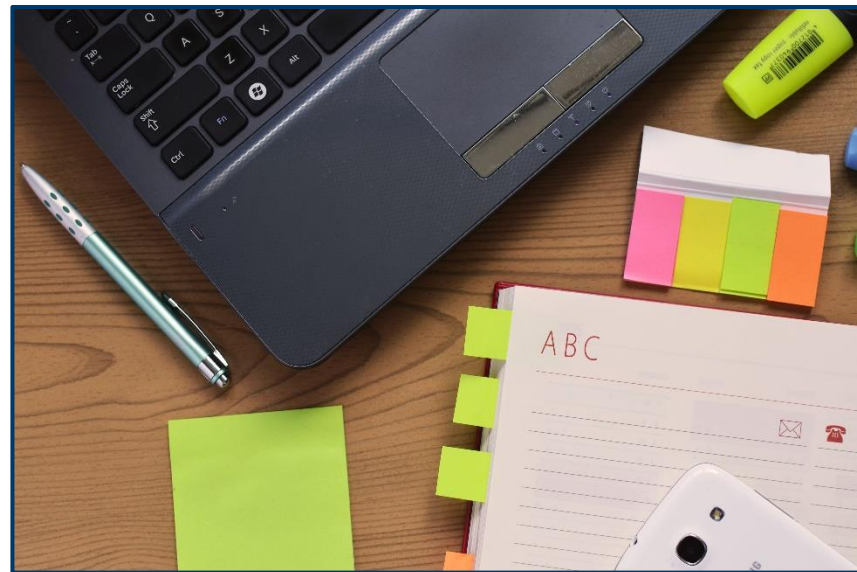
# Manufactured Home Community Redevelopment Program

Annie Reiersen | Program Manager

Colleen Meier | Program Officer

# Agenda

- **Minnesota Housing introduction**
- **Manufactured Home Community Redevelopment Program**
  - Program Overview
  - Eligibility Requirements
  - Grantee Requirements
- **2023 RFP**
  - Scoring Criteria
  - How to complete an application
  - Uploading Documents

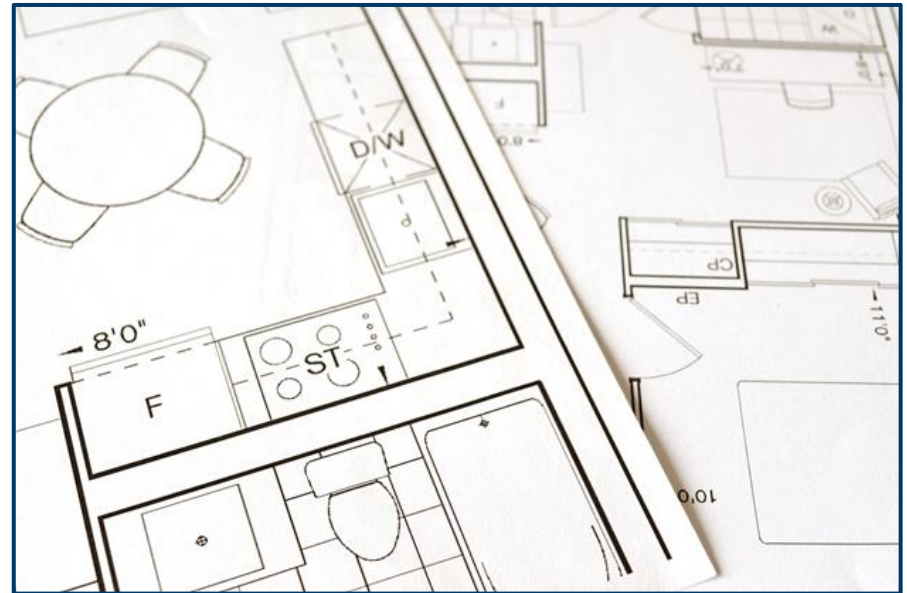


# Our Mission

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

# Manufactured Home Community Redevelopment Program

- Grant Program designed to meet the needs of aging manufactured home communities in Minnesota
- Health, safety and critical needs of communities



# Program Overview

- **Grant Funds**
  - State Appropriations (\$16 million)
  - Housing Infrastructure funds (at least \$4 million set aside for 2023 RFP)
- **\$20 million for 2023 RFP\***

\*Depending on qualifying projects and available funding



# Eligible Activities

## ELIGIBLE

- **Infrastructure Improvements**
  - Water/Sewer Upgrades
  - Road Repair
  - Storm Shelters, etc.
- **Acquisition of Manufactured Home Parks**

## INELIGIBLE

- **Reimbursement of work that has already started**
- **Individual Manufactured Homes**
- **Seasonal Lots**

# Eligible Applicants



**Private Manufactured Home Park Owners**

**Resident Owned Cooperatives**

**Government or Tribal Owned Manufactured Home Parks**

**Non-profit Organizations applying on behalf of a park owner**

# Income Limits

- **Lot Rents must be affordable to residents at or below 115% area median income**

Gross Household Income	11-County Twin Cities Metro Area*	Rochester MSA**	Balance of State
50%	\$62,500	\$61,600	\$55,900
60%	\$75,000	\$74,000	\$67,100
80%	\$100,000	\$98,600	\$89,400
100%	\$124,900	\$123,200	\$111,700
115%	\$143,700	\$141,700	\$128,500

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

\*\*Includes the counties of Dodge and Olmsted



# Grant Requirements

- **Grant contract must be signed**
  - See the Office of Grants Management website for contract templates
- **3-year term**
  - Project Funds must be distributed within three years
- **Declaration of restricted covenants**
  - Grantees must agree to terms of the Affordability Period
  - Declaration template on Minnesota Housing website



# Affordability Period

Property to remain a Manufactured Home Park for 25 years

Lot rent increases no more than 5% annually

Replacement Reserves account for improvement repairs

Sale or transfer of ownership approved by Minnesota Housing

Agree to Monitoring activities

# Program Manual

## Lenders and Partners



### Homeownership Lender Toolkit

- Homeownership Interest Rates
- Homeownership Lender Training
- Loan Commitment System
- Loan Servicing
- Contact Minnesota Housing/U.S. Bank



### Home Improvement Programs

- Home Improvement Interest Rates
- Fix Up Programs
- Rehabilitation and Emergency Loan Programs
- Disaster Recovery Loan Program
- Home Improvement Lender Training



### Community Initiatives Programs

- Impact Fund
- HECAT & Home Affordability Capacity
- Manufactured Home Community Redevelopment
- Neighborhood Stabilization Programs
- Other Programs



### Quick Links

- Marketing Materials
- Loan Commitment System
- eNews Archive

<https://partners.mnhousing.gov/>

Password: partner

## Manufactured Home Community Redevelopment Program

The Manufactured Home Community Redevelopment Program is a grant program to fund infrastructure improvements or acquisition of manufactured home parks in order to assist the needs for aging manufacture home communities around the state. The program will prioritize projects based on health, safety and critical need improvements, as well as projects that leverage support from local municipalities, and/or projects converting a community to a cooperative ownership model.

Eligible applicants include privately, publicly or cooperatively owned communities, as well as nonprofit organizations acting as an intermediary on behalf of a park.

Funds will be available through an annual competitive request for proposals (RFP) process, beginning in summer with funding recommendations selected mid winter.

### Manual

[Program Manual](#)

### Questions?

For more information, contact [MNHousing.ManufacturedHousing@state.mn.us](mailto:MNHousing.ManufacturedHousing@state.mn.us).

- Applications are due **September 21<sup>st</sup> by 12:00pm.**
- Selected Proposals are expected to be approved in **December 2023** by Board of Directors



# Scoring Criteria



- **Community Needs**
  - Health & Safety needs for infrastructure redevelopment
  - Acquisition that benefits the community or prevents park closure
- **Households Served**
  - Affordable rents
  - Community benefits lower income households and underserved communities
- **Community Support**
  - Leverage from local municipalities, converting to public utilities, or other community support

# Scoring Criteria



- **Project Leverage & Costs**
  - Total project leverage and costs compared to number of lots
- **Project Assessment**
  - Cost evaluation, project planning, and project timeline
- **Project Experience**
  - Experience of contractors, managers, engineers, etc. who are working on the project

# Application Checklist

<b>Application Checklist</b>	
<input type="checkbox"/>	Application Narrative and Required Supporting Documentation (this Document)
<input type="checkbox"/>	Applicant Signature Page
<input type="checkbox"/>	Entity Informed Consent Form
<input type="checkbox"/>	Project Cost Assessment Documents
<input type="checkbox"/>	Construction or Acquisition Timeline
<input type="checkbox"/>	Credit Review Documents
<input type="checkbox"/>	Department of Health Inspection Report
<input type="checkbox"/>	Park Owner License
<input type="checkbox"/>	Rent Rolls
<input type="checkbox"/>	Photographs and/or Aerial Map of the Park (optional)
<b>Additional Checklist Items if the Project Includes a Park Acquisition</b>	
<input type="checkbox"/>	Commitment Letter
<input type="checkbox"/>	Purchase Contract
<input type="checkbox"/>	Appraisal

# Credit Review Documents

## C. Required Documents (must attach)

### Organizational, Management and Operations

*Organizations that applied for Single Family RFP funds in 2021 or 2022 **do not** need to submit 1-4.*

1. Operating Agreement
2. Authorizing Resolutions
3. Organization Certificate of Good Standing (current through at least 2022, via Minnesota's Secretary of State Business and Lien System)
4. Strategic Plan or Work/Business Plan

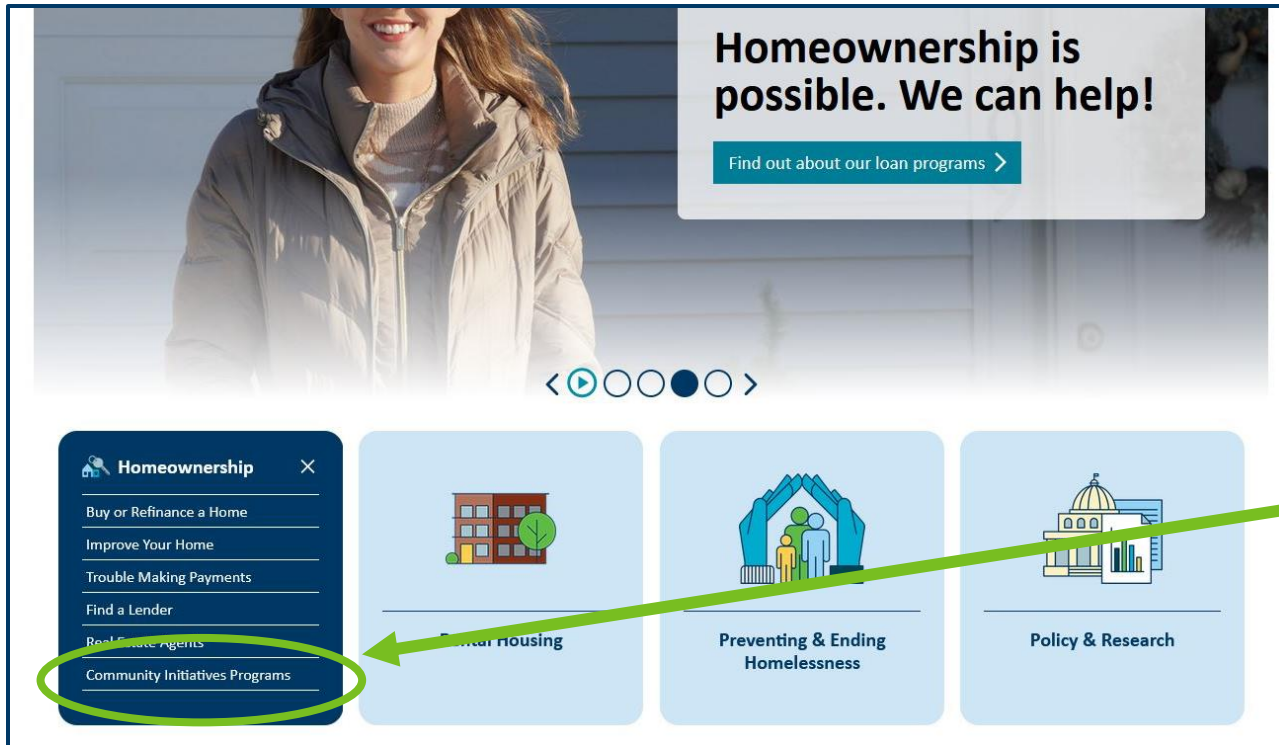
### Financial

*Organizations that applied for Single Family RFP funds in 2022 only need to submit the **most recent year** of their audit or organizational financial statements.*

5. For organizations with gross revenue  $\geq$  \$750,000: The **last two years of audited financial statements**, including **any Management Letter and Internal Controls Letter**.
6. For organizations with gross revenue  $<$  \$750,000: Federal and State Tax returns including K1s filed with the IRS (for the last two years)



# 2023 RFP




Visit [mnhousing.gov](https://mnhousing.gov)

Select  
**“Homeownership”**

Select **“Community  
Initiatives Programs”**

On the next page, select  
“**Manufactured Housing**”

Home / Homeownership / Community Initiatives Programs



## Community Initiatives Programs

Minnesota Housing connects our investments in homeownership to the larger goal of fostering strong communities. We build connections and partnerships with the communities, organizations, and agencies that are working on critical homeownership housing issues across the state.

We are working to do our part to ensure that everyone, regardless of where they live, has access to the essential ingredients for economic and social success: affordable homeownership housing, transportation choices, good schools, strong social networks, and access to healthy places.

Minnesota Housing’s Community Initiatives programs provide funding to assist cities, counties, tribal nations, developers, non-profits, and other organizations across Minnesota with their homeownership housing needs, including:

- New construction of homes
- Acquisition, rehabilitation, resale of homes
- Owner-occupied rehabilitation
- Construction loans
- Homeownership education, counseling, and coaching
- Manufactured home community redevelopment

### Questions?

If you are a Minnesotan looking for a home ownership, down payment, or home improvement loan or grant, or information about homebuyer education, counseling, and coaching, contact 651.296.8215.

If you are a city, county, tribal nation, developer, non-profit or other organization looking for information about programs on the Community Initiatives Team, contact [Tal Anderson](#), Community Initiatives Programs Manager, at 651.296.2198.

Menu

- [Community Initiatives Programs](#)
- [Impact Fund](#)
- [HFCAT & Homeownership Capacity](#)
- [Manufactured Housing](#)
- [Workforce Homeownership Program](#)
- [Housing Loan Programs](#)
- [Home Improvement Overview](#)

# 2023 Online Application Demo

Click here  
to Start

Home / Homeownership / Community Initiatives Programs / Manufactured Home Community Redevelopment



## Manufactured Home Community Redevelopment Program

The Manufactured Home Community Redevelopment Program is a grant program to fund infrastructure improvements or the acquisition of manufactured home parks. It addresses the needs of aging manufactured home communities around the state and prioritizes projects based on health, safety and critical need improvements. The program also prioritizes projects that leverage support from local municipalities or projects converting a community to a cooperative ownership model.

Eligible applicants include privately, publicly or cooperatively owned communities, as well as nonprofit organizations acting as an intermediary on behalf of a park.

Funds will be available through an annual competitive request for proposals (RFP) process, beginning in summer with funding recommendations selected mid-winter.

[2023 Request for Proposal \(RFP\) Online Application](#)

[2023 Intent to Apply](#)

Application Materials and Forms

Technical Assistance

## Manufactured Home Relocation Trust Fund

The 2007 Minnesota Legislature created the Manufactured Home Relocation Trust Fund to provide compensation to participating manufactured homeowners in the event that all or part of their manufactured home park closes.

### Menu

[Community Initiatives Programs](#)

[Impact Fund](#)

[HECAT & Homeownership Capacity](#)

[Manufactured Housing](#)

[Workforce Homeownership Program](#)

[Housing Loan Programs](#)

[Home Improvement Overview](#)

# Application Process

- **Complete Application on**  
<https://www.mnhousing.gov/homeownership/community-initiatives-programs/manufactured-home-community-redevelopment-.html>
- **Select Application Materials and Forms**
  - Request for Proposal (RFP) Application Instructions
  - Applicant Signature Page
  - Credit Review Forms



## Manufactured Housing Community Redevelopment Program Application and Narrative

**Instructions:** Please complete each section and submit the following narrative questions. Answer the questions with detailed descriptions and provide supplemental documentation, when applicable.

**Applications must be submitted by 12:00 p.m. on Thursday, September 21, 2023**

\* Primary Park Contact First Name

\* Primary Park Contact Last Name

# Demo

# Secure File Exchange

## Questions?

If you are a Minnesotan looking for a home ownership, down payment, or home improvement loan or grant, or information about homebuyer education, counseling, and coaching, contact 651.296.8215.

If you are a city, county, tribal nation, developer, non-profit or other organization looking for information about programs on the Community Initiatives Team, contact [Tal Anderson](#), Community Initiatives Programs Manager, at 651.296.2198.

## Secure File Exchange

[Single Family Secure File Exchange](#)

This tool allows organizations to securely upload and download documentation for the following programs:

- Community Homeownership Impact Fund (Impact Fund)
- Emergency and Accessibility Loan Program
- Enhanced Financial Capacity Homeownership Initiative (Homeownership Capacity)
- Homeownership Education, Counseling and Training Fund (HECAT)
- Rehabilitation Loan Program

Please review the [instructions](#) on how to use the Single Family Secure File Exchange.

Select “**Single Family Secure File Exchange**”.  
Use the email  
[MNHousing.Manufacturedhomes@state.mn.us](mailto:MNHousing.Manufacturedhomes@state.mn.us) to  
submit documents

# Secure File Exchange

**Secure Upload**

**Deliver To: MNHousing Manufacturedhomes**

Please enter your contact information

\* Please note: All fields are required!

**\*Your Name**

**\*Your Email Address**

**\*Confirm Your Email Address**

Please create a message for the recipient

It's a good idea to describe exactly what you are sending and include any additional contact info.

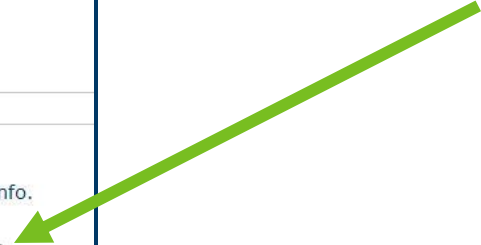
**\*Subject**

**\*Message/Description/Instructions**

Select delivery options

**Notify me when the files have been downloaded.**

Type "MHCR Park Name – 2023 RFP"



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**Contact Us:**

[mn.housing@state.mn.us](mailto:mn.housing@state.mn.us)

651.296.7608 | 800.657.3769



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## Subscription Topics

Homeownership Topics

Fix Up Lender Partners

Homeownership Lender Partners

Real Estate Agent Partners

Single Family Community Development Programs

**Select: Single Family  
Community Development Programs**



# Technical Assistance

## **Annie Reiersen**

Manufactured Housing Programs Manager

651.296.3495

[Annie.Reiersen@state.mn.us](mailto:Annie.Reiersen@state.mn.us)

## **Colleen Meier**

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General Questions

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# Questions?

