



Housing Trust Fund Program 2023 – 2025 Rental Assistance Request for Proposals Selection Framework and Final Selections

This document provides general information regarding Minnesota Housing’s process of selecting program administrators under this Request for Proposals (RFP).

Overview of the Housing Trust Fund Program Request for Proposals

The Housing Trust Fund (HTF) program is a state funded grant program that provides rental housing assistance for low-income households. The HTF program provides temporary rental assistance, security deposits, and housing related expenses to High Priority Homeless households until they obtain permanent, sustainable housing opportunities through other resources or increased income. Rental assistance is provided in partnership with supportive services. Households are referred through the state’s Coordinated Entry (CE) system.

Minnesota Housing issued a Request for Proposals (RFP) on April 10, 2023, with applications due on May 24, 2023. Eligible applicants were nonprofit and for-profit organizations, limited dividend entities, cooperative housing corporations, cities, joint powers boards as established by two or more cities, public housing agencies, and Tribal Nations or Tribal housing corporations.

Minnesota Housing made available up to \$27,400,000 in grant funds for a two-year grant period from October 1, 2023 – September 30, 2025. Included in this amount was Housing Navigation funding of up to \$500,000. Fifty-seven proposals, including 12 new applicants, requested a total of \$44,715,358. 10 applications did not pass initial threshold review, credit risk review, or score at or above the minimum 50 points out of 100 total. Forty-seven program administrators were selected by the Minnesota Housing board at their meeting on July 27, 2023.

Overview of Selection Framework

The selection process for the program involved a multi-phased evaluation. Applications not passing the requirements of a particular phase would not proceed to the next stage in the review process.

Initially, all submitted applications were assessed for completeness; incomplete applications were not considered. The next phase evaluated complete applications to make sure applicants were eligible, as detailed in the RFP. Applications were then scored by a team of reviewers, including Minnesota Housing staff, other state agency staff, and community reviewers with industry knowledge. Scores were based on the scoring rubric outlined in the RFP, which totaled 100 points for the Rental

Assistance section and an additional 40 points for the optional Housing Navigation section. Current administrators' utilization of their current grant was also evaluated.

Per the Department of Administration Office of Grants Management Policy 08-06, staff also completed a financial review of nongovernmental applicants to make sure that organizations were financially stable to carry out the purpose of the grant.

Final Selections

In addition to the application evaluation process, Minnesota Housing also considered several additional factors, including the ability to serve the priority populations, the program design and implementation plan with an emphasis on resources, practices, and partners to serve the intended region, and the ability to be inclusive of diverse populations. The scoring rubric informs the selection process but was not the only deciding factor.

Minnesota Housing provides an opportunity for all applicants to receive a formal debrief to review their evaluation and to discuss how to strengthen potential future applications for funding.

The following table outlines selected applicants and the selection amount.

Results of the Housing Trust Fund Program Rental Assistance RFP

Administrator	Score (out of 100)	2023-2025 Award
Agate Housing and Services, Inc.	69.0	\$ 3,759,000
Amherst H. Wilder Foundation	78.5	\$ 71,700
Avivo	62.5	\$ 665,000
Beacon Interfaith Housing Collaborative	81.5	\$ 60,000
Bi-County Community Action Programs, Inc.	77.0	\$ 846,000
Bois Forte Band of Chippewa (New applicant)	79.5	\$ 106,000
Carver County Community Development Agency	77.0	\$ 330,000
Catholic Charities of The Archdiocese of Saint Paul and Minneapolis	78.0	\$ 1,849,000
Clare Housing	85.5	\$ 502,000
Clay County Housing & Redevelopment Authority	79.0	\$ 1,697,000
Cornerstone Advocacy Service (New applicant)	71.0	\$ 118,000
D.W. Jones Management, Inc.	33.3	\$ 50,000
Family Rise Together (New applicant)	83.0	\$ 217,000
Firehouse #1 Limited Partnership	43.5	\$ 26,000
Frontier Living LLC (New applicant)	89.0	\$ 162,000

Administrator	Score (out of 100)	2023-2025 Award
Hearth Connection (Metro Twin Cities)	75.0	\$ 3,523,000
Hearth Connection (Greater Minnesota)	90.5	\$ 1,935,000
Housing and Redevelopment Authority of Bemidji	61.5	\$ 21,000
Housing and Redevelopment Authority of Itasca County	88.0	\$ 105,000
Indigenous Peoples Task Force	76.0	\$ 262,000
Leech Lake Reservation Housing Authority (New applicant)	85.0	\$ 249,000
Lutheran Social Service of Minnesota (Metro Twin Cities)	88.0	\$ 2,017,000
Lutheran Social Service of Minnesota (Greater Minnesota)	87.0	\$ 271,000
Lutheran Social Service of Minnesota (Cedarview Commons & Rivertown Commons)	88.0	\$ 468,000
MAHUBE-OTWA Community Action Partnership, Inc.	89.5	\$ 703,000
Mental Health Resources, Inc.	71.5	\$ 1,499,000
Minnesota One-Stop for Communities (New applicant)	75.0	\$ 183,000
MN8 (New applicant)	83.0	\$ 312,000
Neighborhood House	90.0	\$ 259,000
New Pathways, Inc.	80.5	\$ 107,000
Olmsted County Housing and Redevelopment Authority	78.0	\$ 501,000
Project for Pride in Living, Inc. (Achieving Through Stability)	76.0	\$ 534,000
Project for Pride in Living, Inc. (Camden apartments)	78.0	\$ 345,000
Project for Pride in Living, Inc. (Scattered site)	75.0	\$ 381,000
Red Lake Homeless Shelter, Inc.	72.5	\$ 138,000
Scott County Community Development Agency	71.5	\$ 57,000
Simpson Housing Services, Inc.	88.5	\$ 233,000
South Central Minnesota Multi-County Housing and Redevelopment Authority	85.5	\$ 156,000
South Metro Human Services *dba RADIAS Health	76.0	\$ 1,220,000
South Metro Human Services *dba RADIAS Health	59.0	\$ 205,000
Southwest Minnesota Housing Partnership	88.0	\$ 66,000
The Salvation Army (The Crossing at Big Lake Station)	77.0	\$ 54,000
The Salvation Army (The Depot at Elk River Station)	69.0	\$ 61,000

Administrator	Score (out of 100)	2023-2025 Award
Tri-Valley Opportunity Council, Inc.	97.0	\$ 117,000
Women's Advocates, Inc. (New applicant)	90.5	\$ 296,000
Young Women's Christian Association of St. Paul	65.5	\$ 56,000
YouthLink (New applicant)	91.0	\$ 143,000
	TOTAL	\$ 26,935,700

*dba = doing business as