



Family Homeless Prevention and Assistance Program (FHPAP) Overview

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If you are in search of resources for your housing needs:

- [Find Housing Help – Minnesota Housing](#)
- [current FHPAP providers statewide](#) – list organized by county

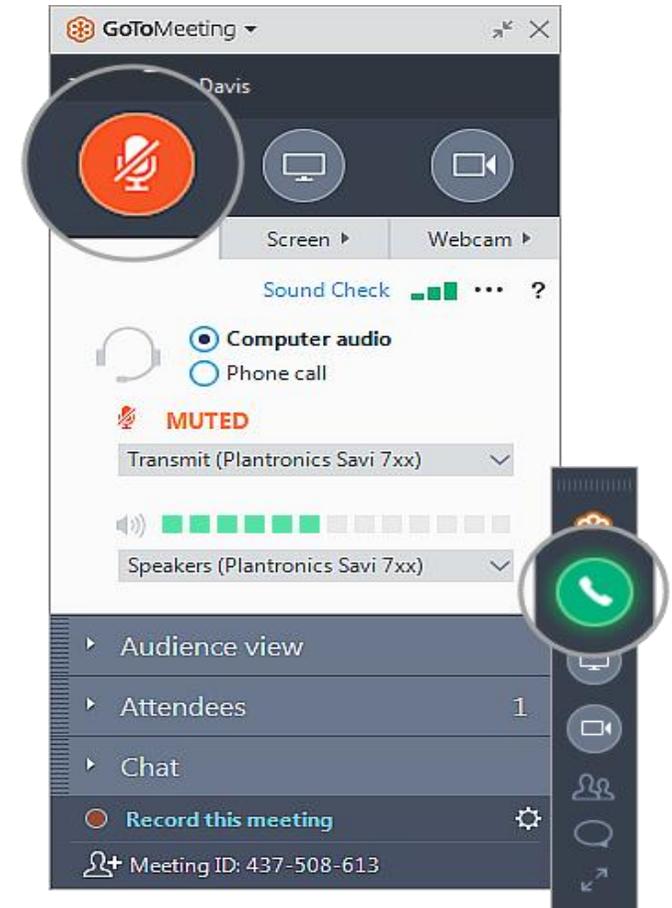
- A funding opportunity for FHPAP will be coming soon

Basic eligibility to be a FHPAP administrator is an established organization that can:

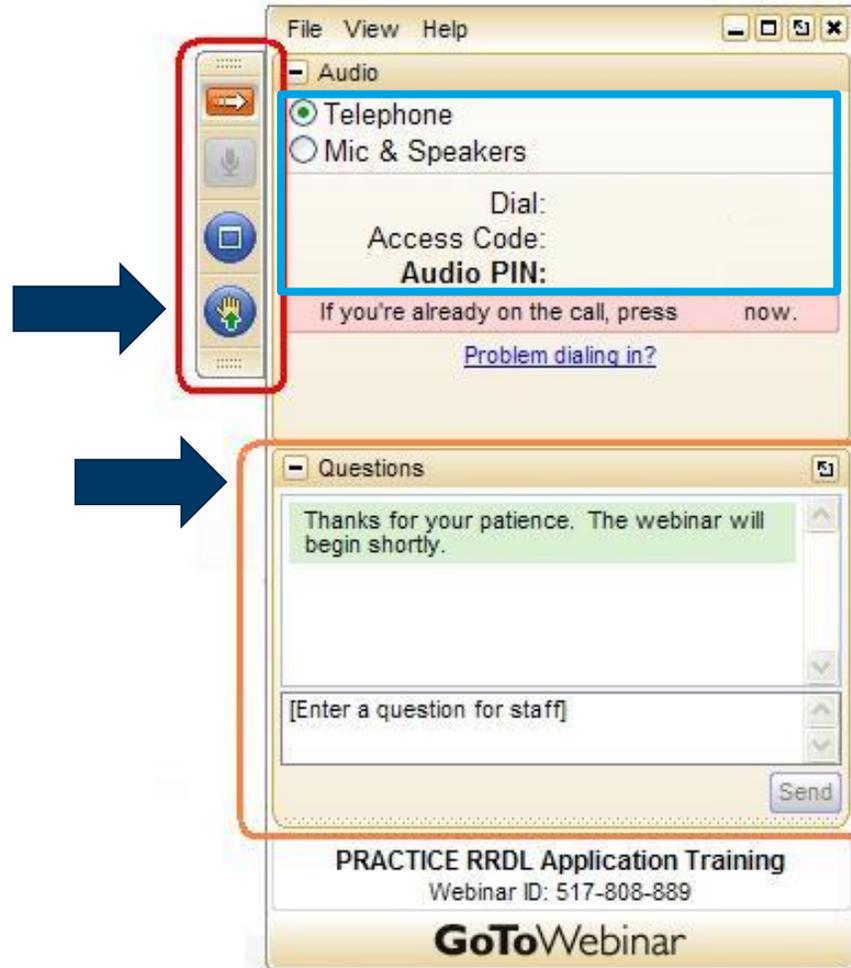
- demonstrate performance of similar duties
- provide specific financial documentation

Webinar Logistics

- This session is being recorded and may be posted publicly.
- We will have time for questions. The answers offered today are preliminary.
- Please mute your line unless you are speaking. Webinar audio controls are **orange** when muted.



GoTo Toolbar



Agenda

- Minnesota Housing Overview
- Minnesota Interagency Council on Homelessness (MICH) & Strategic Justice Plan
- Housing Stability Division
- Family Homeless Prevention and Assistance Program (FHPAP) - Overview
- Grant Writing/Process
- Q&A



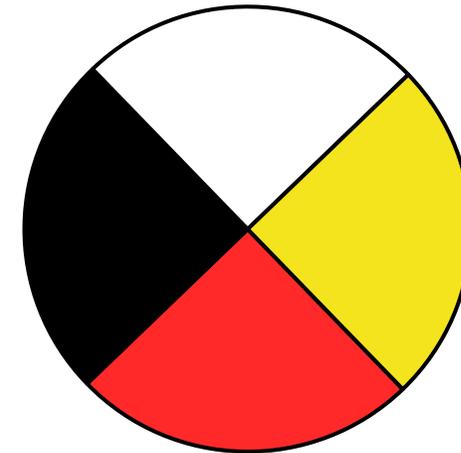
Land and Labor Acknowledgment

Mni Sota Makoce, the Land where the Water is so Clear it Reflects the Clouds

What we call Minnesota today was built on the backs of African people who were enslaved and on top of the graves of the Dakota and Anishinaabe people. Remember this as we work together toward housing justice and equity for all.

Resources to Support Local Indigenous Communities:

- [We Are Still Here Minnesota](#)
- [Indigenous Peoples Task Force](#)
- [Five Ways to Learn about Native American Culture in Minnesota](#)
- [What is an Indigenous Medicine Wheel](#)



Our Mission and Why We're Here

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 accessible for all.

Housing is a basic human right – Minnesota Interagency Council on Homeless

- Housing impacts Minnesotans of all backgrounds in all corners of the state
- Housing intersects all areas of life – education, health, jobs and more



Our Unique Role

- Minnesota Housing is 50 years old
- Independent Board of Directors
- Bank and a state agency
 - Generates money for mission-based work
 - Incentivizes low-income homeownership, preservation, targeted housing with services

Collaboration with MICH

- Lead agency of Minnesota Interagency Council on Homelessness (MICH)
- 13 state agencies and the Metropolitan Council accompanied by Lieutenant Governor Flannagan
- [Justice Strategic Plan Overview](#)
 - [Crossroads to Justice: Minnesota's New Pathways to Housing, Racial and Health Justice for People Facing Homelessness](#)
- Led by 10 Justice Consultants (persons with lived expertise)

Minnesota Housing – Housing Stability

Housing Stability Division

Assistant Commissioner: Rinal Ray

Grant Programs:

- Family Homeless Prevention and Assistance Program
- Housing Trust Fund
- Bridges
- Homework Starts with Home

Minnesota Housing – Housing Stability Grant Program

In 2022, we served

Housing Trust Fund: \$11.8 million

1,251 households

63% households of color

Homework Starts with Home: \$5.0 million

378 households

79% households of color

Bridges: \$3.6 million

650 households

32% households of color

★ Family Homeless Prevention: \$10.3 million

4,341 households

56% households of color

*We provide
rental assistance and services*

*We aim to prevent homelessness
before it begins*



- What is the FHPAP program
- What is the role of the Advisory Committee
- Who is eligible to receive assistance
- What does assistance look like
- Who are eligible grant administrators

What is the FHPAP Program?

State grant program to prevent and end homelessness

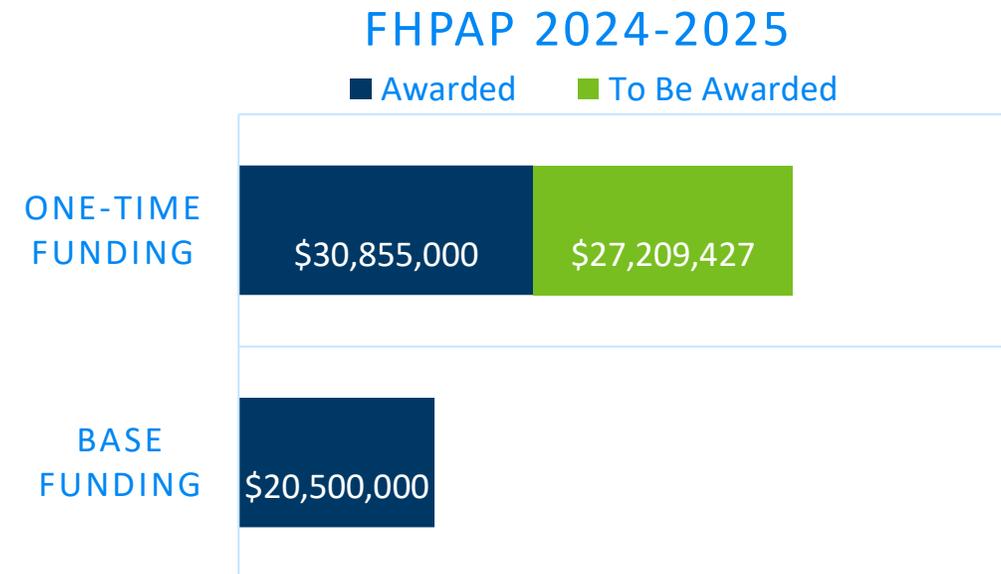
- Established in 1993 by the Minnesota Legislature
- To stabilize households or preventing homelessness whenever possible, and if homelessness does occur, that it is rare, brief, and nonrecurring
- Supporting all household types
 - Families, Singles, Youth/unaccompanied youth (under age 25)
 - Those experiencing and at-risk of homelessness

What is the FHPAP Program?

- Administered through a competitive Request for Proposals every two years
- Current grant term: 10/1/2023 – 9/30/2025
- 22 funded grant administrators statewide
- 60 Subgrantees

Funding level includes:

- Base funding \$20.5M/biennium
- Portion of Fast Track Funding: \$50M (divided with previous grant term)
- Small portion of One-Time Funding: \$45M (set-asides and funds to be awarded in 2024-2025)



What is the role of the Advisory Committee?

- Statute requires that the funds be directed by the community, in response to community need
- Committee or Continuum of Care
- Members can include:
 - Homeless or formerly homeless person(s)
 - Community-based social service agencies
 - County staff – emergency assistance, public health
 - Representatives of the Minnesota Interagency Council on Homelessness
 - Emergency shelter, transitional housing, permanent affordable housing, schools, property owners, and faith-based organizations

What is the role of the Advisory Committee?

To provide their expertise to:

- Design or refocus the grantee's emergency response system
- Develop project outcome measurements
- Assess the short- and long-term effectiveness of the project

Who are Eligible Recipients?

Eligible Recipients

- Household income must be at or below 200% of federal poverty guidelines
- Minnesota resident or a household otherwise approved by Minnesota Housing
- Be homeless or at imminent risk of homelessness and in need of services and/or financial assistance due to a housing crisis

What does assistance look like?

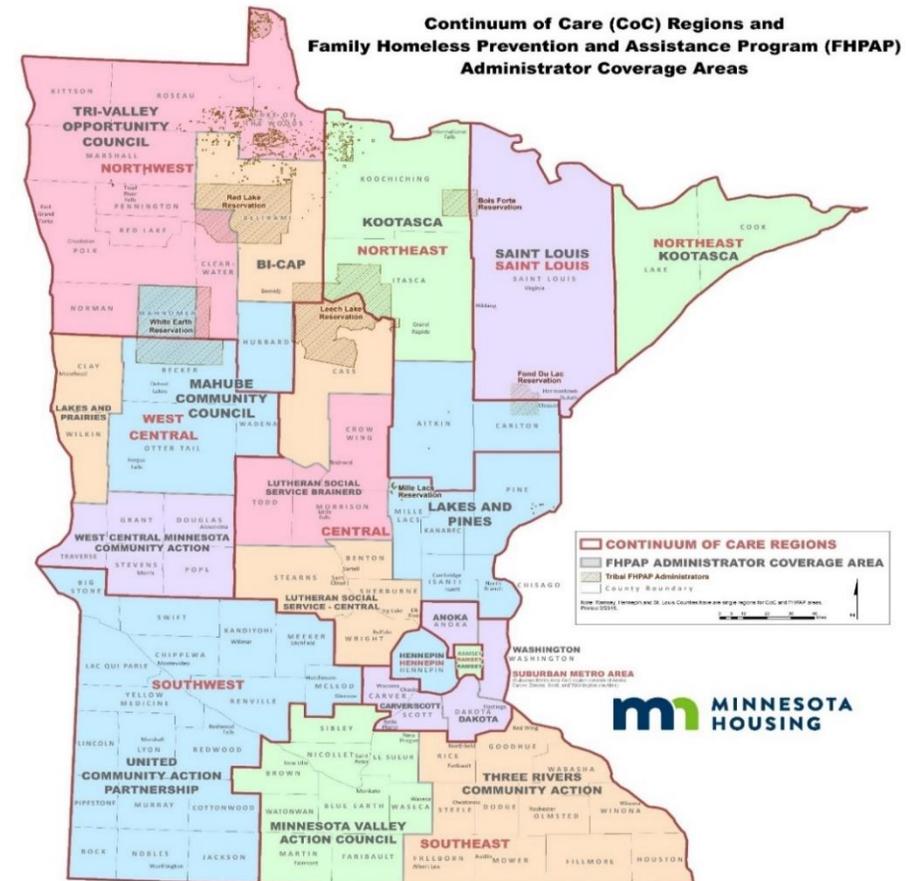
Funds can be used for:

- Supportive services (up to 50%)
 - Case Management
 - Housing Navigation
- Direct financial assistance
 - Rent and mortgage payment assistance
 - Rent deposit
 - Utilities
- Grant administration (up to 15%)



Who are Eligible Grant Administrators?

- Tribal Nations
- Twin Cities metropolitan area
 - Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington counties
 - Minnesota Housing may grant funds to entities other than metro counties, if determined that additional support is needed
- Greater Minnesota
 - County
 - Group of neighboring counties acting together
 - Community-based nonprofit organization



Who are Eligible Grant Administrators?

Eligible entities must demonstrate:

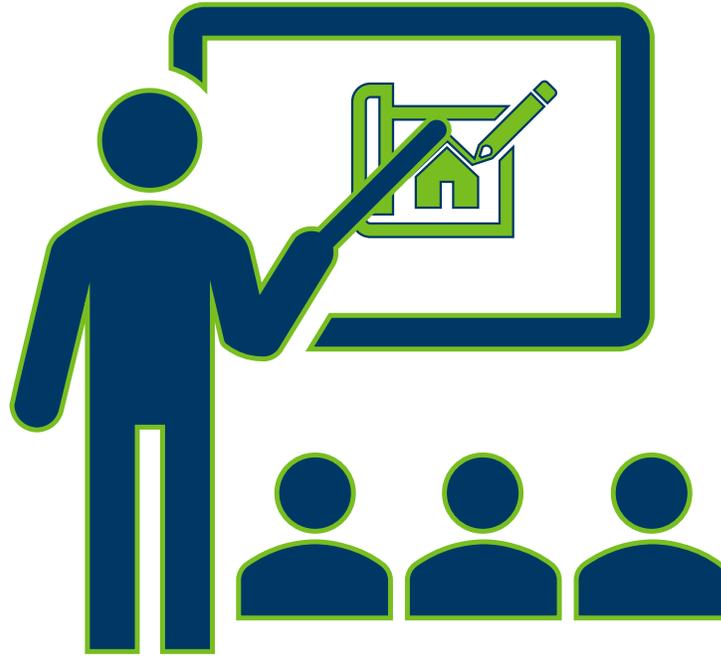
- Ability to perform similar duties
- Financial documentation

Documentation	Total Gross Revenue
Board-review Financial Statements	Under \$50,000 (or not in existence long enough to have completed IRS Form 990 or an audit)
IRS Form 990 or 990-EZ and Aging Schedule	\$50,000 – \$750,000
Certified Financial Audit	Over \$750,000

Who are Eligible Grant Administrators?

Grant expectations

- Serve all household types (Singles, Families, Youth)
- Responsive to community need based on direction from the local advisory committee
- Use Homeless Management Information System (HMIS)
- Reports: quarterly expenditure/outcomes, annual narrative
- Follow FHPAP Program Guide & grant contract agreement



Pre-RFP Recommendations from a Funder's Perspective

Adapted from DHS's Office of Economic Opportunity

Before applying

Before writing, **thoughtfully** decide if you should even apply! Thoroughly read and analyze the Request for Proposals (RFP). Ask these four questions:

Question 1

- Are we eligible for funding?

Question 2

- Does funding fit our mission, vision, strategic plan?

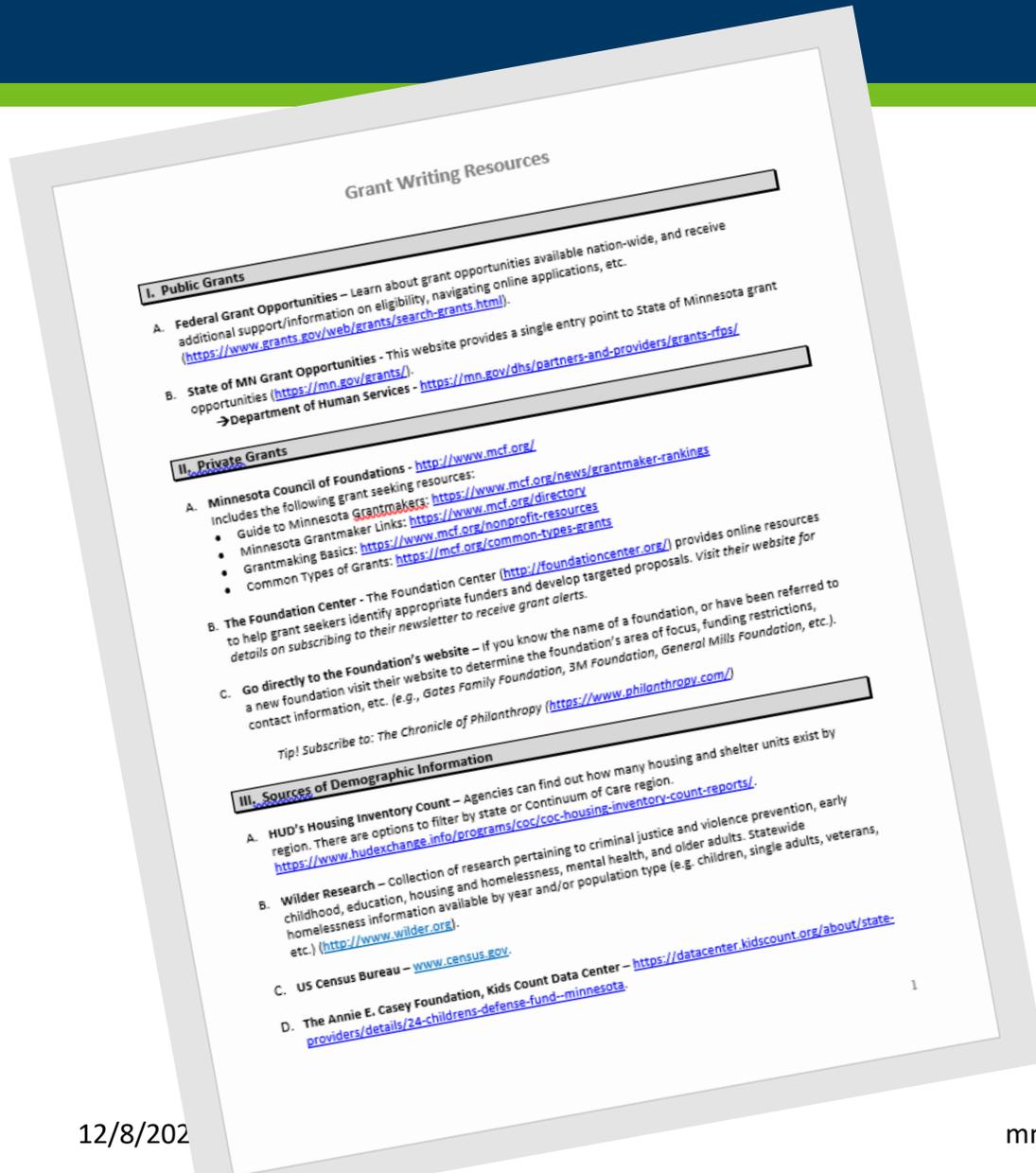
Question 3

- Are we in a position to deliver if funded? (capacity, resources, org health, etc.)

Question 4

- Does funding address the needs and problems we are focused on?

Locate funding opportunities



- Subscribe to eNews
- Reach out to funder
- Build network with other providers

Minnesota Housing Open RFPs

mnhousing.gov/rental-housing/grant-programs/grant-opportunities.html

ing it!  ERASE  FHPAP



Home / Rental Housing / Grant Programs / **Grant Opportunities**



Grant Opportunities

There are new grant funding opportunities available throughout the year. New or current grantees can apply for funding during our request for proposals processes when new funding is made available.

[Tips for Submitting a Grant Application](#)

An eNews will be sent when Requests for Proposals are open for applications and new program funding is announced. [Sign up to receive our eNews](#) announcements to stay up to date with grant program opportunities.

Current Funding Available - Apply Now!

Continuums of Care (CoCs)

- Regional strategic planning body to plan and implement housing and services to reduce the incidence of homelessness by assisting individuals, youth and families experiencing homelessness to access services and stable housing.
- Applicant for U.S. Department of Housing and Urban Development (HUD) funding to address homelessness

Local FHPAP Advisory Committees

- Minnesota Housing staff can connect you

Before request for proposal (RFP) is published

- Reach out to funder:
 - Give a heads up of what you might be applying for
 - Ask opinion about whether the funding is a good fit
 - Meet the funder/grant manager you might be working with as grantee
- Do this *prior* to release of RFP

Components of a proposal

Program Summary

- What are the needs in your service area specific to the target population?
- How will your organization address this need?

Capacity

- Talk about experience with population, similar programs, funding, etc.
- Talk about ability to complete similar duties

Equity

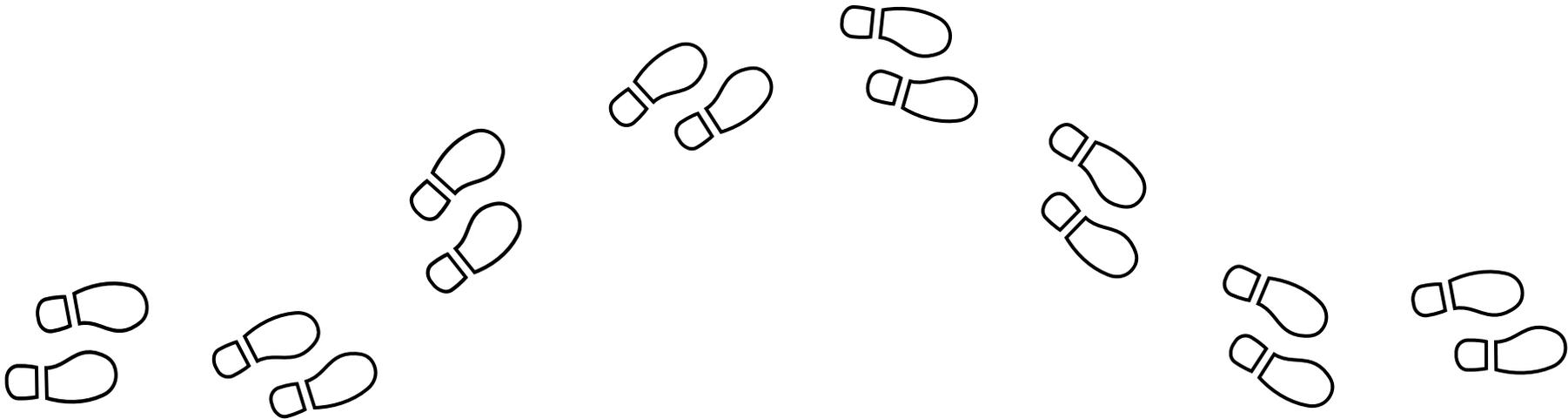
- How will your project stretch to reach and serve households that are overrepresented among those experiencing housing instability or homelessness?

Budget

- Explain *specifically* what you will use funds towards
- Justify the ask

Timeline

Date	Activity
Usually, 4-8 weeks prior to due date	RFP posted in the State Register, on Minnesota Housing’s website, and via eNews
About 1 week from posting	RFP Information Session
X	Final call for questions X p.m. Central Time
X	Applications and other required documents due
Fourth Thursday monthly – typically	Minnesota Housing staff recommends selection to Minnesota Housing’s board
Within a few days after board meeting	Minnesota Housing staff notifies all applicants of selection decisions
Approx 1 week from board	Mandatory due diligence training for all selected grantees
Approx 1 month prior to grant term start	All due diligence items are submitted
X	Grant Contract Agreements are fully executed, Grant term begins
End of Grant Term	All FHPAP activities must be completed



Review Next Steps

Pre-RFP

- Get familiar with resources (listed in next slide)
- Ask questions
- Connect with community and partners
- Assess internal capacity

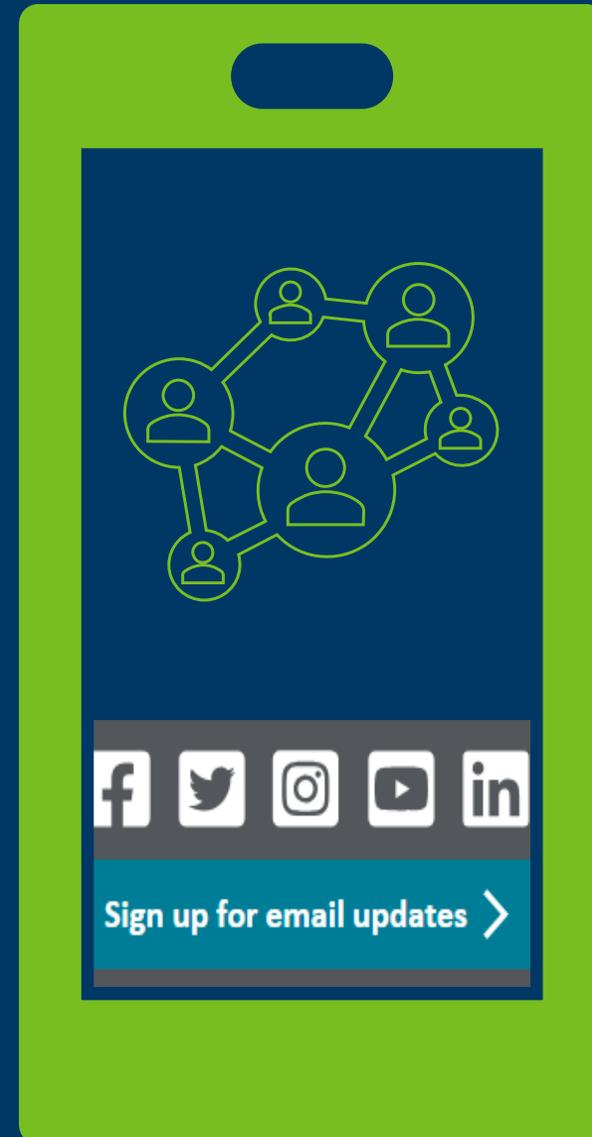
Get Connected

- eNews
- Social Media
- Points of Contact for FHPAP

Program staff:

[Diane Elias](#)

[Nancy Urbanski](#)



[FHPAP webpage](#)

[Statute](#)

[Map](#)

[Program Guide](#)

[Minnesota Housing Open RFPs](#)

[Continuum of Care contacts](#)

[Homeless Management Information System \(HMIS\)](#)

Open Discussion and Questions



Thank You!

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