

Affordable Housing Trust Fund Program Application

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	2	Multifamily Rental Housing Narrative Questions
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	4	Multifamily Intended Method Worksheet
	5	Notification to Local Official
	6	New Construction Comparable Property form
	7	Energy Rebate Analysis
	8	Capital Needs Assessment or Physical Needs Assessment with 20 year capital expenditure
	9	Supportive Housing/People with Disabilities County or Tribal Human Services Confirmation info
	10	Supportive Housing/People with Disabilities Narrative Questions
	11	Supportive Housing/People with Disabilities Qualification of Service Provider
	12	Appraisal Form
	13	For Rehab, existing properties, proposed M&O expenses with audited financial statements for 3 last years
	14	For Rehab, Rent Roll for existing developments- most recent available
	15	Tenant Relocation Plan
	16	Preliminary Architectural/Construction Requirements for New Construction or Rehabilitation with a Construction Cost Estimate; Preliminary Scope of Work
	17	Nonprofit Proof of Status, Non-Profit Intended Participation: Articles of Incorporation, IRS Election Status (Internal Revenue Service (IRS) documentation of status
	18	Evidence of site control
	19	Site Location Map
	20	Photographs
	21	Utility Allowance schedule applicable to project
	22	Commitment to Provide Project Based Rental Assistance or Letter of Request
	23	Letter of Commitment to provide Housing Supports from Hennepin County
	24	Developer Capacity and Financial Statements
	25	Market Assessment
	26	Written Policy for Smoke-Free Buildings if proposed
	27	Letter of support with the consistency with the Heading Home Plan from the Office to End Homelessness
	28	Documentation Relevant to Preservation of Federally Assisted Housing
	29	20 Year Pro forma cash flow projection
	30	Self-Scoring Worksheet
	31	Signed Recitals, Acknowledgement, and Consent Form
	32	Funding Commitment Letters for any committed capital and operating funding
	33	City Historic Resource Review Letter from CPED
	34	Zoning and Flood Plain Letter from the Zoning Administration Office
	35	Neighborhood Support Letter(s)
	36	Property Management Plan
	37	Tenant Selection Plan
	38	Proposal Fee: A \$1,000 non-refundable funding proposal fee payable to Minneapolis Finance Department.