

# **Minneapolis Neighborhood Revitalization Program**

## **2003 AFFORDABLE HOUSING RESERVE FUND**

### **APPLICATION REQUIREMENTS:**

**Due Date:** September 30, 2003

**Maximum Length:** 8 pages (excluding attachments)

**Number of Copies To Be Submitted:** 6

**Organization Information:** Name:  
Address:  
City/State/Zip:  
Phone Number:  
E-Mail:  
Contact Name:

### **Project Information Overview:**

- Project Name:
- Amount AHRF Request:
- Yes/No: The proposal includes a multi-neighborhood collaboration. If yes, what is the AHRF contribution by each neighborhood?
- Specify which statement applies to the proposed project.
  1. All the AHRF-assisted units will house families and/or individuals with household incomes at 0-30% SMSA median income.
  2. More than half of the AHRF-assisted units will house families and/or individuals with household incomes at 0-30% SMSA median income.
  3. Less than half of the AHRF-assisted units will house families and/or individuals with household incomes at 0-30% SMSA median income.
- Yes/No: The proposal is within an Impacted Census Tract and qualifies as a preservation project, a stabilization project or a construction project (*see Definitions*).
- Yes/No: The proposal is within A Non-Impacted Census Tract and qualifies as a construction project or a positive conversion project (*see Definitions*).
- Yes/No: The proposal provides units with 3 or more bedrooms.
- Yes/No: The development team includes small, women-owned, and/or minority-owned businesses. If yes, identify the name(s) and principal owner(s) of the business.
- Yes/No: Affordability of all AHRF-assisted units will be over 25 years.
- Yes/No: Affordability of all AHRF-assisted units will be over 15 years.
- Yes/No: The proposal can demonstrate evidence of site control.

**Narrative Information Required:**

1. A description of the proposal and the location in which the activities will occur.
2. A description of your organization, and your administrative and financial capacity to complete the proposal.
3. A description of your experience with completing projects similar in scope to the proposal, including specific examples completed by members of this development team.
4. A description on the viability of the proposal and the methods employed that demonstrate the viability.
5. How the proposal is consistent with *The Minneapolis Plan* regarding land-use, density and urban form.
6. Describe the provision of resident services as an integral component of the housing.
7. Descriptions on access to public transit and proximity to jobs.

**Attach Documents Which Detail The Following:**

- Sources and Uses of Funds
- Status of Funding Commitments & Letters of Confirmation
- 10-Year Cash Flow Projections
- Timeline To Completion/Occupancy
- Neighborhood Sponsorship Letters
- Development Team Resumes
- Site Plans, Elevations and Drawings (optional)

**Applications Must Be Received By:**

Tuesday, September 30, 2003  
4:00 pm  
Minneapolis Neighborhood Revitalization Program  
Suite 425  
105 5th Avenue South  
Minneapolis, Minnesota 55401

**Questions**

If you have any questions regarding the  
2003 Affordable Housing Reserve Fund RFP  
Please contact Joe Horan at  
(612) 673-5144 or [jhoran@nrp.org](mailto:jhoran@nrp.org).