



City Hall | 801 Washington Street | Northfield, Minnesota 55057

Northfield Local Housing Trust Fund Housing Grant Program Criteria

The purpose of the Northfield Local Housing Trust Fund Housing Grant Program ("Program") is to provide financial assistance/subsidy to both non- and for-profit entities who serve low- to moderate-income households to lower the financial barrier for the households and a financial burden for the housing provider. The goal of the Program is to increase access to housing opportunities in Northfield as well as increase housing stability.

The City of Northfield Housing and Redevelopment Authority has allocated \$XXXXXXX in 2024 Public Levy funds for housing availability and stability. Requests for funding will be accepted until all funds are used. Requests will be processed first-come; first served. Should there be more funding requests than budgeted, the City HRA reserves the right to evaluate allocated funding for this program.

The Program shall be administered by the Community Development Department. Should housing providers have questions, please contact the Program Administrator, Melissa Hanson at 507-301-5068 or melissa.hanson@northfieldmn.gov.

The City of Northfield reserves the right to revise these guidelines as needed.

The amount of funds requested, as well as the number of requests in a 24 month period, will dictate how the requests are processed.

- For requests \$10,000 and under – administrative review and approval/denial by staff and Community Development Director to ensure that the request satisfies criteria as established in Ordinance 1034.
- For requests \$10,001 to \$25,000 – administrative and Local Housing Trust Fund Subcommittee (up to 3 HRA board members) review and approval/denial to ensure that the request satisfies criteria established in Ordinance 1034.
- For requests \$25,001 and above – administrative and Local Housing Trust Fund Subcommittee review and recommendation brought to HRA Board meeting for discussion and/or approval/denial.