

- MI Neighborhood applicants are proposing activities, not requesting a specific funding source. Staff will determine the funding source for the application (if awarded), which may require some revisions to the initial proposal.
- It is our intention to move projects through the process as quickly as possible. All applications will be evaluated based on funding availability and formal announcements of reservations will be completed following each MSHDA Board meeting. Due to the Board approval process, it may take up to 60 days to review and announce determinations.
- Public Amenities are no longer an eligible activity.
- Definition of a ready to proceed/shovel ready new unit and/or unoccupied rehabilitation project proposal: *A project proposal that demonstrates site control, site plan approval, and full financing of the entire capital stack evidenced through financial commitment letters from all applicable sources.*
- A MSHDA [development and operating proforma](#) must be prepared for all rental projects and submitted at the time of application.
- Housing units financially assisted with MI Neighborhood dollars cannot be occupied by the applicant.
- If the applicant/grantee owns an assisted property, the owner contribution of equity must be at least 10% of the total development cost.
- A single stand-alone activity such as a full roof repair is allowed; however, partial property repairs such as half of a roof on a duplex property are not allowed.
- The minimum grant award is \$25,000.
- All for-profit applicants do not have to undertake a formal MSHDA LDHA legal approval process but must provide the LARA Articles of Organization, a SAM.gov Unique Entity Identification (UEI) number, and an Employer Identification Number (EIN) from the IRS at the time of application
- For entities with first mortgage ownership that are undertaking for sale unit creation, a five-year calculation period will be used when determining profit/return on investment.
- The administrative or developer fee is limited to 10%. For CDBG funded awards, an additional 8% will be provided.
- Utilization of local CDBG program income is highly encouraged as leverage for MI Neighborhood proposals.
- Emergency, transitional and permanent supportive housing and housing with atypical lease situations are welcome to apply for MI Neighborhood and will be reviewed by MSHDA staff outside the program and may be eligible for other separate resources.