

1 Minnesota Housing Finance Agency

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3 Adopted Rules Relating to Shared Housing Program

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5 Rules as Adopted

6 4900.1804 SCOPE.

7 Parts 4900.1804 to 4900.1808 govern the implementation of  
8 the shared housing program.

9 4900.1805 DEFINITIONS.

10 Subpart 1. **Scope.** The terms used in parts 4900.1804 to  
11 4900.1808 have the meanings given them in this part.

12 Subp. 2. **Agency.** "Agency" means the Minnesota Housing  
13 Finance Agency.

14 Subp. 3. **Applicant.** "Applicant" means one or more persons  
15 or entities who submit an application to the agency for a shared  
16 housing grant or loan.

17 Subp. 4. **Application.** "Application" means a submittal  
18 requesting a grant or loan to pay the cost of acquisition,  
19 construction, or rehabilitation of a structure into a shared  
20 housing facility for occupancy by low and moderate income  
21 elderly.

22 Subp. 5. **Low and moderate income elderly or elderly.** "Low  
23 and moderate income elderly" or "elderly" means persons 55 years  
24 of age and older with incomes which do not exceed the greater of  
25 80 percent of the statewide or area median household income as  
26 estimated by the United States Department of Housing and Urban  
27 Development.

28 Subp. 6. **Shared housing program or program.** "Shared  
29 housing program" or "program" means the agency's plan and  
30 procedures designed to provide grants or loans to housing  
31 sponsors for the acquisition, construction, or conversion of  
32 existing structures into shared housing facilities that contain  
33 from three to 12 private sleeping rooms, with shared cooking  
34 facilities and common space, for occupancy by low and moderate  
35 income elderly.

1 Subp. 7. Structure. "Structure" means a building to be  
2 acquired, constructed, or rehabilitated for use as shared  
3 housing.

4 Subp. 8. Shared housing. "Shared housing" means a  
5 structure for occupancy by the elderly that contains from three  
6 to 12 private sleeping rooms, shared cooking facilities, and  
7 common space.

8 4900.1806 APPLICANT ELIGIBILITY.

9 To be eligible for selection as a recipient of a grant or  
10 loan, an applicant must satisfy the following requirements:

11 A. The applicant must be a housing sponsor as defined  
12 in part 4900.0010, subpart 13.

13 B. The applicant must provide a comprehensive plan  
14 for providing a shared housing structure, and document the  
15 ability to successfully maintain the structure in accordance  
16 with its intended use for a period of time specified by the  
17 agency. At a minimum this plan must include:

18 (1) documentation of the need and desirability of  
19 the proposed shared housing;

20 (2) a description of the applicant's goals and  
21 objectives for meeting the special needs of the population to be  
22 served;

23 (3) a detailed budget for the acquisition,  
24 construction, or rehabilitation of the proposed structure;

25 (4) documentation of an ability to successfully  
26 match potential tenants in the shared housing facility;

27 (5) documentation of an ability to provide any  
28 required support and services for the tenants in the shared  
29 housing facility; and

30 (6) documentation of fiscal responsibility and  
31 the ability to complete the acquisition, construction, or  
32 rehabilitation of the structure and to maintain the structure in  
33 accordance with its intended use for a period of time specified  
34 by the agency.

35 4900.1807 STRUCTURE ELIGIBILITY.

1 To be eligible for selection for a grant or loan, a  
2 proposed shared housing facility must satisfy the following  
3 requirements:

4 A. The structure must contain from three to 12  
5 private sleeping rooms, shared cooking facilities, and shared  
6 common space.

7 B. The structure must provide shared housing for low  
8 and moderate income elderly.

9 C. The structure must provide a physical environment  
10 that is responsive to the needs of the population to be served.

11 D. The structure must comply with applicable state  
12 and local codes, zoning ordinances, land use provisions and laws.

13 E. The structure must be located in Minnesota.

14 4900.1808 SELECTION CRITERIA.

15 The agency will take the following criteria into  
16 consideration when determining which applications will be funded:

17 A. The amount of experience of the applicant in  
18 establishing and maintaining shared housing facilities.

19 B. The extent to which the grant or loan funds are  
20 combined with other funds from private or public sources.

21 C. The ability of the applicant to proceed promptly  
22 with the acquisition, construction, or rehabilitation of the  
23 structure.

24 D. The suitability of the proposed structure for its  
25 intended use, including its location within the community, its  
26 homelike qualities, and its image and attractiveness.

27 E. The documented need for shared housing in the  
28 proposed location.

29 F. The ability of the applicant to maintain the  
30 facility for its intended use for a period of time specified by  
31 the agency.

32 G. The reasonableness of the cost of acquisition,  
33 construction, or rehabilitation of the structure.

34 H. The location of the proposed facility, so as to  
35 allow for a reasonable distribution of facilities throughout the

1 state.

2 I. The extent of community support documented for the  
3 proposed facility.

4 J. The extent to which the applicant uses innovative,  
5 cost effective techniques in providing the shared housing  
6 structure and in maintaining it as a desirable place for the  
7 elderly to reside.