Request for Proposals
PRICE – DREAM Initiative

Activity: Acquisition of Real Property

Posted: January 9, 2026

Live Info Session:
Friday, January 23, 2026 at 11am CST
Register Below:
Https://MHP_RFP-InstructionalWebinar_DREAM.eventbrite.com

Complete application through Formassembly: https://www.tfaforms.com/5204481.

Background

PRICE OVERVIEW:
Preservation and Reinvestment Initiative for Community Enhancement (PRICE) through the FY23/FY24 PRICE Competition awarded $225 million to 17 organizations benefiting 26 states including rural, suburban, urban, tribal, and disaster impacted areas. The program works to preserve long-term housing affordability for residents of manufactured housing communities, to redevelop manufactured housing communities (MHCs), and with a focus on low- and moderate-income residents.

HUD's Goal for Program:

1) Increase housing supply and affordability nationwide.
2) Preserve and revitalize existing manufactured housing and communities.
3) Increase resilience to extreme weather, natural hazards, and disaster events, support energy efficiency, and protect the health and safety of residents.
4) Promote homeownership opportunities and advance resident controlled sustainable communities.
5) Support accessibility modifications, repairs, and replacement of deteriorating manufactured housing units.

PRICE follows Community Development Block Grant (CDBG) regulations under 24 CFR Part 570. The CDBG program was established in 1974. The CDBG program provides funding to municipalities and other units of government to develop viable urban communities. This is accomplished through affordable, decent housing, a suitable living environment, and by expanding economic development opportunities principally for low- and moderate-income persons.

National Objectives:
All activities must meet a national objective. The national objective include:

1) Principally benefiting low-and moderate-income persons.
2) Preventing slum/blight
3) Urgent need.

With the PRICE-funded activities, MHP will focus on benefitting low-and-moderate income persons. This means that at least 51 percent of aggregate projects must be at or below 80 percent of the area median income.

The long-term goal of PRICE is to increase availability and sustain the manufactured housing communities.

MHP OVERVIEW:

MHP's proposed PRICE Acquisition activities will support and preserve manufactured housing in key communities in *Minnesota* and *Wisconsin*. There is a shortage of hundreds of thousands of low-income housing units in these states, and manufactured housing is an important homeownership option for low- and moderate-income (LMI) households in the region. *Preservation* of existing manufactured housing in the region is thus a key need to maintain availability and affordability for LMI households. The proposed multi-state PRICE activity is also subject to common and significant environmental hazards and disaster risks, including extreme winter weather and frequent storm damage, requiring *improvements to mitigate risks.*

Specific preservation and mitigation needs include *rehabilitation* of (post-1976) manufactured housing prevalent in Native Nations, *improvement of infrastructure* in existing MH communities, and removal of MHCs from speculative and profit-driven ownership through *acquisition of MHCs by residents* to create Resident-owned communities (ROCs).

Communities to be targeted by MHP's proposed PRICE activities (Native Nations and Resident-Owned MH Communities) include *22 communities meeting Distress Criteria*, which will be prioritized in project selection.

This RFP is specifically for the Acquisition of Manufactured Housing Communities so the acquisition process results in the creation of a Resident Owned Manufactured Housing Community or ROC. The goal of PRICE-funded acquisition is to convert privately owned Manufactured Housing Communities to Resident-Owned Manufactured Housing Communities.

ELIGIBILE USES UNDER THIS RFP:

Acquisition ($3.8 million): Manufactured home communities (MHCs) in Minnesota and Wisconsin are eligible for acquisition funding administered by MHP to create new ROCs

GEOGRAPHIC SCOPE:

The scope of the project is based on eligible activity. Acquisition will take place under our partner, CoNorth, in Minnesota and Wisconsin.

ENVIRONMENTAL REVIEW

MHP will maintain the administration of the Environmental Reviews through the local HUD Field Office. This will take time based on the project type. For infrastructure projects, it could take six months or longer. For acquisition projects, it could take two months or longer. For tiered reviews for Native Nations, it will take upwards of three months to complete.

ESTIMATED TIMELINE

DISTRIBUTION OF RFP AND APPLICATION MATERIALS	JANURARY 9, 2026
OPTIONAL INFO SESSION	JANUARY 23, 2026 AT 11AM
CONTRACTS SIGNED	ESTIMATED JULY 2026

APPLICATION PORTAL

Applications will be received through FormAssembly at https://www.tfaforms.com/5204481 . Applications will be reviewed on an ongoing, rolling basis until all funds are allocated.

PROPOSAL INSTRUCTIONS AND CHECKLIST:

COMPLETED APPLICATIONS WILL BE ACCEPTED AND AWARDED ON A ROLLING BASIS

1) Please answer all questions. If the answer is not applicable, please answer with an N/A.
2) All proposals and supporting documentation must be complete upon initial submission and must be submitted through the grants management system or postal service. Faxed applications will not be accepted.
3) If you are applying for more than one activity, please complete an RFP for each activity.
4) If an applicant does not meet the following conditions its application will be disqualified and deemed ineligible for funding:
    a. Applicant must submit an RFP. This RFP is on a rolling basis.
    b. Applicant's proposed activities must be eligible and meet the national objective of low and moderate income persons through the CDBG program.
    c. Applicant's must not be debarred. This can be checked at this website: sam.gov/
    d. Applicant's must adhere to BABA, Davis-Bacon, and section 3 related federal requirements.
5) All questions related to the proposal forms, supporting documentation, and funding process can be submitted by email to Cdinfo@mhponline.org. MHP will provide answers through FAQs sent to interested parties weekly throughout the RFP application process. No questions will be taken or answered by telephone to maintain fairness.

CHECKLIST OF ITEMS FOR SUBMISSION

☐ Application - Executed by designated authority in FormAssembly.

☐Signed Certification Form

☐ Profile and Narratives fully completed. If no answer needed, put N/A

☐ Budget and Narratives

☐ Governing Documents

☐ Commitment Letters for leveraged funding, if applicable

☐ Purchase Contract

☐ Executed Assignment

☐ Appraisal

ACKNOWLEDGEMENT AND CERTIFICATION

1. *The undersigned is a duly authorized agent of the applicant organization.*

2. *Proposals may be received by MHP on a rolling basis. The standard application will need to receive enough points to move forward. If enough points are received, the money is on a first come, first serve basis.*

3. *False statements or misrepresentations in a proposal to obtain funds will automatically disqualify an applicant. If false statements or misrepresentations are discovered after PRICE funds are awarded, the funds and contract will be in default and MHP may declare all or any part of the funds paid out immediately due and repayable and the contract voided.*

4. *Contract awards are subject to sufficient PRICE funds from the U.S. Department of Housing and Urban Development. Should the availability of federal funds for this Request for Proposal be reduced, MHP may, in its discretion, amend contracts to conform to available funding.*

5. *Applicant organization understands that conditional awardees will be required to certify that there are no conflicts of interest which will arise through the use of the Federal funds awarded.*

6. *If applicant is not recommended for funding, applicant will be notified in writing.*

7. *The direct and/or indirect cost proposal submitted was reviewed and the costs are reasonable and allowable in accordance with Subpart E- Cost Principles of 2 CFR Part 200.*

8. *By accepting this RFP and/or submitting a proposal in response thereto, the applicant agrees for itself, its successors and assigns, to hold MHP harmless from and against any and all claims and demands of whatever nature or type, which any such proponent, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a proponent or negotiating or executing an agreement incorporating the commitments of the selected proponent.*

9, *This RFP does not commit MHP to award a contract, to defray any costs incurred in the preparation of a response to this request, or to procure or contract for services.*

I acknowledge the statements above and certify the information contained in this proposal is true and correct. I further understand material omission or false information contained in this proposal constitutes grounds for disqualification.

Authorized Signature:
Date:

Typed Name and Title:
Applicant Organization:

Organization Information

1. **Applicant Organization Name/Name of Manufactured Home Park:**
2. **Street Address:**
3. **State (abbreviated):**
4. **County (of location that will be served):**
5. **Zip code:**

Point of Contact Information

1. **First Name:**
2. **Last Name:**
3. **Title:**
4. **Phone Number:**
5. **Email Address:**

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BACKGROUND INFORMATION

Contact Information

1. **Federal ID Number:**
2. **UEI Number:**
3. **SAM.gov Expiration Date:**
4. **Current Fiscal Year** (Start-End: 00/0000-00/0000):

Organizational Structure

1. **What is the ownership structure at the time of application?:**

2. **What is the ownership structure at project completion?:**

3. **Submit documentation to verify ownership structure** *(document submission)*

MHC Lot Information

1. **How many lots are in the park?:**

2. **How many lots are vacant?:**

3. **How many lots are rentals?:**

4. **How many lots are homeowners?:**

Organizational Structure

1. **Project Readiness**
   What stage is your organization at in planning this project? Please think about:
   -Has the need for this project been determined?
   -Has there been any collaborative planning efforts have taken place in your community, such as a community needs assessment, comprehensive plan, fair housing assessment?:

2. **Team Readiness**
   What capacities does your team have to execute on the project and comply with requirements?:

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ACTIVITY OVERVIEW

1. **Name of Activity:**

2. **Organizational Mission Statement**
   What do you do and how do you do it? What is your organization's purpose?:

3. **Activity type:**
   - Acquisition

4. **What is your proposed activity in detail?** What will be performed? What services will be provided? What population(s) will be served? (ie. elderly, at-risk youth, people with disabilities):

5. **Community Support**
   Please describe the challenges your community is facing with homeownership and/or manufactured housing rehabilitation:

6. **Targeted Population**
   Does your organization serve or operate in a community that meets any of the following descriptions? (Select all that apply)
   - ☐ A community experiencing persistent poverty
   - ☐ A community that is predominantly persons of color
   - ☐ A Native Nation or Tribal Community
   - ☐ A community facing climate challenges
   - ☐ A community working to increase engagement with underrepresented groups
   - ☐ A community with a high population of low-income seniors

7. **Targeted Population**
   What is the range of income for households living in the community? What are the demographics of the residents on this community?

8. **Describe Need in the Community.**
   Please describe the challenges your community is facing relating to this activity:

9. **Describe any immediate or critical health and safety issues that the project will address:**

10. **How will the project benefit the community?**
    Who will benefit from the execution of your project? How will your achievements

support those with the greatest need and be inclusive of all voices in the community? What will the impact (positive or negative) of your project be on traditionally underserved members of your community?:

11. **Proposed Activity Location**
Please list where your proposed activity will be located. If there are multiple sites, please share the location for each. Share as much as you can identify (if applicable: county, city, zip code, address):

12. **Provide the project timeline from start to finish:**

13. **Can you accomplish your activity prior to June 30, 2028?**
    - Yes
    - No

PRICE Financial Management

1. **Proposed PRICE Activity Budget.** Please submit a budget showing how PRICE will be part of the capital funding needed for the acquisition of the property. This can be a preliminary budget that can be further developed with MHP staff assistance**.**
(document submission)

2. **Amount Requested:**

3. **Total Project Costs:**

4. **Do you plan to seek other funding in addition to PRICE?** If so, please provide source, amounts, award dates, and proposed use of funds.

5. **Please describe the methods and procedures you use to ensure that program costs are reasonable.**

6. **Do you plan on using an indirect cost rate?**
    - 15% deminimus rate
    - Negotiated rate
    - Not using indirect cost

National Objective

1. **What is the national objective for your activity?**
   - ☐ At or Below 80 percent AMI
   - ☐ Elderly (Over 55 years of age)
   - ☐ Persons with Disabilities
   - ☐ At-Risk Youth
   - ☐ Other:

2. **Provide the estimated number households who will be served:**

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FINANCIAL MANAGEMENT

1. **What is your organization's grant administration history?** Please share the last three years: Funding source/type, year(s) awarded, total amount awarded, objectives and outcomes.

2. **Describe the Coop's fiscal management.** Submit documentation below:

3. **Add supporting financial files:** Copy of any financial stack, financial reports generated, record keeping, accounting systems, and payment procedures. Include names and titles of personnel responsible for different functions. Please provide any documents you have available. This is not required if you do not have them available at the time of application. MHP staff will assist you with this, once you submit your application. *(document submission)*

4. **Is your organization accrual or cash based?**
   - Accrual
   - Cash
   - Unsure

5. **Briefly describe accounting procedures that would support sufficient segregation of duties.** Include who is overseeing receipts, expense approvals, ledger postings and account reconciliations.

6. **Describe Coop's financial oversight.** Include how often the Council meets (or will meet), the types of financial reports submitted and frequency. If this has not been developed yet, please describe how it will be developed:

7. **Provide a copy of any fiscal and procurement policies.** *(document submission)*

8. **Please provide an annual operating budget for the fiscal year.** *(document submission)*

9. **Please provide indirect cost rate negotiated letter (Optional if you have one)** *(document submission)*

10. **If you have this available at the time of application, please provide income surveys of residents. If you do not have this available at the time of application, MHP staff can assist you with this. (Optional)** *(document submission)*

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ACKNOWLEDGEMENT AND CERTIFICATION

1. **How did you learn about this opportunity?:**
   - ☐ MHP Connect
   - ☐ Phone call from MHP employee
   - ☐ Email from MHP employee
   - ☐ Partner organization
   - ☐ Flyer
   - ☐ Other

2. **If other, what/who:**

Thank you!

If you have any questions or comments, please email CDinfo@mhponline.org. We look forward to connecting with you soon!

THIS IS A REIMBURSEMENT GRANT FOR ACTIVITIES INCURRED, THEREFORE FOR ACQUISTIONS, MHP STAFF WILL WORK WITH YOU TO DETERMINE HOW TO PROCESS PAYMENTS FOR THE CLOSING, ONCE YOUR APPLICATION IS IN PROCESS.

Please complete RFP in Forms Assembly. Required delivery or performance dates/schedules.

DRAFT SCORING CRITERIA - 75 POINTS

DEFINED COMMUNITY NEED - 15 POINTS
APPLICATION RESPONSE, CONORTH VERIFICATION
FULL POINTS FOR MHPS WITH NEEDS CLEARLY IDENTIFIED, HEALTH AND SAFETY ISSUES ADDRESSED, AND POTENTIAL RISK OF CLOSURE WITHOUT ACQUISITION.

DEFINED HOUSEHOLDS SERVED - 15 POINTS
APPLICATION RESPONSE, CONORTH VERIFICATION
FULL POINTS FOR MHPS SHOWS DOCUMENTATION OF HOUSEHOLDS BEING IN AN LMA TRACK OR LESS THAN 80 PERCENT AMI.

DEFINED ACQUISITION PROJECT, LOCATION, COST ESTIMATES, AND TIMELINE - 15 POINTS
APPLICATION RESPONSE, CONORTH VERIFICATION
FULL POINTS FOR MHPS WITH DEFINED PROJECTS WITH LOCATION, COST ESTIMATES AND TIMELINE.

FIRM COMMITMENT LETTERS FROM ALL SOURCES - 15 POINTS
APPLICATION RESPONSE, CONORTH VERIFICATION
FULL POINTS FOR MHPS WITH FIRM COMMITMENT LETTERS

CAPACITY - 15 POINTS
APPLICATION RESPONSE, CONORTH VERIFICATION
FULL POINTS FOR MHPS WITH TECHNICAL ASSISTANCE RELATIONSHIPS WITH ENTITIES TO SUPPORT PROJECT EXECUTION AND COMPLIANCE, OR CAN OTHERWISE DEMONSTRATE THE CAPACITY TO EXECUTE ON THE PROJECT AND COMPLY WITH REQUIREMENTS.