

Implementation Schedule

Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 1/30/2015)

See Instructions and Public Reporting Statement on back.
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in Item 5, Standard Form 424) Ute Indian Tribally Designated Housing Entity				2. Application/Grant Number (to be assigned by HUD)				3. <input checked="" type="checkbox"/> Original (First submission to HUD) <input type="checkbox"/> Pre-Award Submission <input type="checkbox"/> Amendment (submitted after grant approval)				Date (mm/dd/yyyy) 03/18/2013											
4. Name of Project (as shown on form HUD-4123, item 4) UITDHE FY 2013 ICDBG Project								5. Effective Date (mm/dd/yyyy) 10/01/2013				Expected Completion Date (mm/dd/yyyy) 10/31/2016				Expected Closeout Date (mm/dd/yyyy) 12/31/2016							
6. Environmental Review Status <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Exempt (As described in 24 CFR 58.34)</div><div><input type="checkbox"/> Under Review (Review underway; findings not yet made)</div><div><input type="checkbox"/> Finding of No Significant Impact (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div><input type="checkbox"/> EIS Required (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)</div><div><input type="checkbox"/> Not Started (Review not yet begun)</div><div><input type="checkbox"/> Certification (Environmental review completed; certification and request for release of funds being prepared for submission.)</div><div><input checked="" type="checkbox"/> Categorically Excluded (as described in 24 CFR 58.35)</div></div>																7. Tribal Fiscal Year (mm/dd/yyyy) 10/01/2013							
8. Task List (List tasks such as environmental assessment, acquisition, etc.)								9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.															
(Please see attached Implementation Schedule)								CY								Date (mm/dd/yyyy) (If exceeds 8th Q tr)							
								1st Qtr.		2nd Qtr.		3rd Qtr.		4th Qtr.						5th Qtr.		6th Qtr.	
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)								\$		\$		\$		\$		\$		\$		\$Total 0.00			
11. Cumulative Drawdown (If more than one page, enter total on last page only)								\$ 0.00		\$ 0.00		\$ 0.00		\$ 0.00		\$ 0.00		\$ 0.00		\$Total 0.00			

Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestion for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0191), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington D.C. 20410-3600. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This collection of information requires that each eligible applicant submit information to enable HUD to select the best projects for funding during annual competitions for the ICDBG Program. The information will be used by HUD to determine whether applications meet minimum screening eligibility requirements and application submission requirements. Applicants provide general information about the project which is preliminary to the review of the applicant's response to the criteria for rating the application. The information is essential for HUD in monitoring grants to ensure that grantees are making proper use of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Development Reform Act (P.L. 101-235) as amended by the Cranston-Gonzales National Affordable Housing Act of 1990. The information requested does not lend itself to confidentiality.

Instructions for Item 9 Schedule: Use Calendar Year (CY) quarters. Fill-in the CY below. If the project begins in May, for example, enter under "1st Qtr." A(April), M(May), J(June). Indicate time period required to complete each activity, e.g., acquisition, by entering "X" under the months it will begin and end. Draw a horizontal line from the first to the second "X". If the completion date will extend beyond the 8th quarter, enter date in the far right column and attach an explanation.

Implementation Schedule

FY 2013 Indian Community Development Block Grant
Attachment to Form HUD-4125

Name of Applicant: Ute Indian Tribally Designated Housing Entity

Name of Project: UITDHE FY 2013 ICDBG Project

Task List	Completion Date	CY 2013	CY 2014					CY 2015					CY 2016				
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	5th Qtr.	6th Qtr.	7th Qtr.	8th Qtr.	9th Qtr.	10th Qtr.	11th Qtr.	12th Qtr.	13th Qtr.			
		O N D	J F M	A M J	J A S	O N D	J F M	A M J	J A S	O N D	J F M	A M J	J A S	O N D			
Administration		x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x	x x x
Finalize Beneficiary List		x x x															
Environmental Review		x x x	x														
Create Work Orders			x x x				x x x				x x x						
Procurement			x x			x x	x x		x x			x x					
Bid Subcontractors			x x			x x	x x		x x			x x					
Year 1 Rehabilitation (8 units)	10/31/2014				x x x	x x x	x x										
Year 2 Rehabilitation (8 units)	10/31/2015							x x x	x x x	x x							
Year 3 Rehabilitation (7 units)	10/31/2016												x x x	x x x	x x		
Inspections					x x x	x x x	x x		x x x	x x x			x x x	x x x	x x		
Close-Out	12/31/2016																x
Planned drawdowns by Quarter		\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 50,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 50,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 35,000		
Cumulative Drawdown		\$ -	\$ 85,000	\$ 170,000	\$ 255,000	\$ 305,000	\$ 390,000	\$ 475,000	\$ 560,000	\$ 610,000	\$ 695,000	\$ 780,000	\$ 865,000	\$ 900,000			

Cost Summary

Indian Community Development Block
Grant (ICDBG)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
(exp. 1/30/2015)

See Instructions and Public Reporting Statement on back.

1. Name of Applicant (as shown in Item 5, Standard Form 424)		2. Application/Grant Number (to be assigned by HUD upon submission)	
Ute Indian Tribally Designated Housing Entity			
3. <input checked="" type="checkbox"/> Original (check here if this is the first submission to HUD) <input type="checkbox"/> Revision (check here if submitted with implementation schedule as part of pre-award requirements) <input type="checkbox"/> Amendment (check here if submitted after HUD approval of grant)		Date (mm/dd/yyyy) 03/18/2013	
4. Project Name & Project Category (see instructions on back)		ICDBG Amount Requested for each activity b	Program Funds (in thousands of \$) Other \$300,000.00 Source of Other Funds for each activity d
a			
UITDHE FY 2013 ICDBG Project	\$	\$	
Housing Rehabilitation - Basic	622,000.00		UITDHE Indian Housing Block Grant
Housing Rehabilitation - Visitable/Accessible	98,000.00		UITDHE Indian Housing Block Grant
Project Management	0.00		UITDHE Indian Housing Block Grant
Temporary Housing	0.00		UITDHE Indian Housing Block Grant
5. Administration	180,000.00	0.00	
a. General Management and Oversight			
b. Indirect Costs: Enter indirect costs to be charged to the program pursuant to a cost allocation plan.			
c. Audit: Enter estimated cost of Program share of A-133 audits.			
Administration Total *	180,000.00	0.00	
6. Planning The Project description must address the proposed use of these funds.			
7. Technical Assistance Enter total amount of ICDBG funds requested for technical assistance. **			
8. Sub Total Enter totals of columns b. and c.	\$ 900,000.00		
9. Grand Total Enter sum of column b. plus column c.			\$

* The total of items 5 and 6 cannot exceed 20% of the total ICDBG funds requested.

** No more than 10% of ICDBG funds requested may be used for technical assistance. If funds are requested under this line item, a separate project description must accompany the application to describe the technical assistance the application intends to obtain. Only technical assistance costs associated with the development of a capacity to undertake a specific funded program activity are eligible (24 CFR 1003.206).

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Instructions for Item 4.

Project Name and Project Type

Participants enter the project name and the name of one of the following three categories of activities:

- Housing
- Community Facilities
- Economic Development

Also enter the component name if applicable. Use a separate Cost Summary sheet (form HUD-4123) for each project included in the application.

Examples of categories and/or components including examples of eligible activities are listed below.

Housing

- Rehabilitation Component
- Rehabilitation
- Demolition

Land to Support New Housing Component

New Housing Construction Component

Community Facilities

Infrastructure Component

- Water
- Sewer
- Roads and Streets
- Storm Sewers

Buildings Component

- Health Clinic
- Daycare Center
- Community Center
- Multi-purpose Center

Economic Development

- Commercial (wholesale, retail)
- Industrial
- Motel/Hotel
- Restaurant
- Agricultural Development

UTE INDIAN TRIBALLY DESIGNATED HOUSING ENTITY
Approval of Leverage Funds for FY 2013
ICDBG Grant Application

WHEREAS, the Ute Indian Tribally Designated Housing Entity (UITDHE) administers the Indian Housing Plan as part of an Indian Housing Block Grant (IHBG) for the Ute Indian Tribe, Uintah and Ouray Agency, as provided by the U.S. Department of Housing and Urban Development (HUD), Office of Native American Programs (ONAP), and

WHEREAS, pursuant to the Native American Housing Assistance and Self-Determination Act (NAHASDA) of 1996, the regulations governing the Housing Program Policies to provide a systematic and equitable procedure relating to the operation and management of Indian Housing Block Grants (IHBG) of the Ute Indian Tribally Designated Housing Entity (UITDHE), and

WHEREAS, the Tribal Council of the Ute Indian Tribe has requested that UITDHE submit an application to the U.S. Department of Housing and Urban Development for a Fiscal Year 2013 Indian Community Development Block Grant (ICDBG) to rehabilitate owner-occupied homes of low- and moderate-income tribal members, and

WHEREAS, UITDHE commits \$300,000 in fiscal year 2014 Indian Housing Block Grant funds as leverage for the project to be identified in its 2014 Indian Housing Plan, contingent only upon approval of this ICDBG grant request, and

WHEREAS, citizen participation requirements at 24 CFR 1003.604 have been met and the comments considered for this project.

NOW THEREFORE BE IT RESOLVED that the UITDHE Board of Commissioners accepts designation by the Tribal Council of the Ute Indian Tribe to serve as the sole applicant for a Fiscal Year 2013 Indian Community Development Block Grant as a Tribal Organization, and approves submission of an application for an Indian Community Development Block Grant; and

BE IT FURTHER RESOLVED that the Board of Commissioners of the UITDHE authorizes its Executive Director to sign the ICDBG application and administer the ICDBG project; and

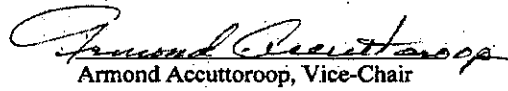
BE IT FINALLY RESOLVED that the Board of Commissioners of the UITDHE approves the obligation of \$300,000 in Fiscal Year 2014 Indian Housing Block Grant funds to serve as leverage for the FY 2013 ICDBG application for the purpose of rehabilitating homes of low- and moderate-income tribal members.


RES. No. _____


Larry Cesspooch, Chairman


Brandie Reed, Secretary Member

Charlyn Cuch, Member


Armond Accuttoroop, Vice-Chair


Jasanna Cuch, Member

Mary Carol Jenkins, Member

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING Resolution was approved by the Ute Indian Tribally Designated Housing Entity at a duly called Board of Commissioners meeting held in Fort Duchesne, Utah, on the 18 day of March, 2013, at which time a quorum was present and voted 4 FOR, and 0 AGAINST, with 0 ABSTAINING, and 2 ABSENT.


Secretary UITDHE

RESOLUTION OF THE GOVERNING BODY
OF THE
UTE INDIAN TRIBE

WHEREAS, the constitution and By-Laws of the Ute Indian Tribe of the Uintah and Ouray Reservation, Utah, designates the Ute Business Committee as the governing body of the Ute Indian Tribe, see Article III, Section 1 of the Constitution; and

WHEREAS, the Ute Indian Tribe has designated the Ute Indian Tribally Designated Housing Entity as its Tribally Designated Housing Entity, with the authority to administer and participate in housing programs for the benefit of the Ute Indian Tribe and its members, pursuant to the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4101); and

WHEREAS, the Business Committee of the Ute Indian Tribe desires to have an application for an Indian Community Development Block Grant for Fiscal Year 2013 prepared and submitted on behalf of the Ute Indian Tribe for housing activities; and

WHEREAS, the Business Committee of the Ute Indian Tribe recognizes that the Ute Indian Tribally Designated Housing Entity has the administrative capacity to prepare, submit, administer, and manage an Indian Community Development Block Grant for Fiscal Year 2013;

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Ute Indian Tribe hereby delegates the Ute Indian Tribally Designated Housing Entity the sole authority to prepare and submit on behalf of the Ute Indian Tribe an Indian Community Development Block Grant application for Fiscal Year 2013; and

BE IT FURTHER RESOLVED, that the Business Committee of the Ute Indian Tribe hereby delegates the Ute Indian Tribally Designated Housing Entity the authority to administer and manage said Indian Community Development Block Grant for Fiscal Year 2013; and

BE IT FINALLY RESOLVED, that the Business Committee of the Ute Indian Tribe hereby certifies that all Citizen Participation requirements regarding the Indian Community Development Block Grant application have been met according to 24 CFR Part 1003.604 for this project.

Resolution No. 13-064


Irene C. Cuch, Chairman

absent
Ronald Wopsock, Vice Chairman


Stewart Pike, Member


Phillip Chimburas, Member

absent
Frances M. Poowegup, Member


Richard Jenks Jr., Member

CERTIFICATION

I hereby certify that the above resolution was adopted by the Uintah and Ouray Tribal Business Committee under authority of the Constitution and By-Laws of the Ute Indian Tribe at the meeting held in Ft. Duchesne, Utah, on the 18 day of March, 2013, at which time a quorum was present and voted 4 FOR, 0 AGAINST, 0 ABSTAIN, 2 ABSENT.


Secretary of the U & O Business Committee

NAHASDA - APPLICATION

LOW INCOME HOMEOWNERSHIP REQUIREMENTS

To be considered for Residential Housing you must complete the following application, meet the eligibility requirements, and submit to the Ute Indian Tribally Designated Housing Entity (UITDHE) with the following information:

1. Income verification *(18 years or older)*
2. Ute Tribal enrollment ID or CIB *(all household members)*
3. Proof of Marriage/Divorce *(Marriage Certificate or Divorce Decree)*
4. Copies of Birth Certificates *(all household members)*
5. Social Security Card(s) *(all household members)*
6. Background check *(18 years or older)*
7. **No prior balances owed to UITDHE**
8. **No Ownership of another home.**
9. **Must meet the Low Income limits under the Native American Housing Assistance and Self-Determination Act (NAHASDA) of 1996.**

Upon signing the application, you certify that the information is true to your knowledge; you also give the UITDHE authorization to contact your current employer or other sources of income to verify your status.

When the UITDHE makes selections for residency, selections are based on the information you have provided, a personal interview, validity of attachments, income, need and date of application. You will also be required to attend a Homebuyer Education class.

Your application will be processed fairly according to the policies of the UITDHE. The policies are subject to change and updated periodically, and will be on display at the front office.

It is important that you keep UITDHE informed of any change of address. Should you be selected for a home, you will be required to pay a 'Security Deposit' to the UITDHE by money order or check. All applicants will be responsible for any utility deposits and connection fees.

UITDHE welcomes your questions and appreciates the opportunity to help you understand your rights and responsibilities as a Homeowner.

UITDHE Executive Director

Complete all information below. All applicants over the age of 18 must sign application.

UTe INDIAN TRIBE ENROLLMENT NUMBER: _____ PHONE: () _____

[illegible]

INCOME: (Please list all income for your Household for all persons 18 Years of age and over) Verification of Income must be attached.

HEAD OF HOUSEHOLD

PRESENT EMPLOYER: _____ POSITION: _____

MONTHLY INCOME: _____ OTHER INCOME/SOURCE: _____

EMPLOYER PHONE #: _____ HOW LONG AT JOB: _____

EMPLOYERS ADDRESS: _____ CITY: _____ STATE: _____

SPOUSE

PRESENT EMPLOYER: _____ POSITION: _____

MONTHLY INCOME: _____ OTHER INCOME/SOURCE: _____

EMPLOYER PHONE #: _____ HOW LONG AT JOB: _____

EMPLOYERS ADDRESS: _____ CITY: _____ STATE: _____

GROSS MONTHLY INCOME: \$ _____

PENSION(S) \$ _____

SOCIAL SECURITY \$ _____

ALIMONY \$ _____

UNEMPLOYMENT \$ _____

OWN BUSINESS \$ _____

DIVIDEND \$ _____

LEASES (BIA) \$ _____

OTHER \$ _____

(If income is from other sources, please explain) _____

DISABLED / VETERAN

Are you or any other member(s) of your household disabled? Y or N Handicapped? Y or N
If yes, please give name(s): _____

Are you or any other member(s) of your household a Veteran? Y or N
If yes, please give name(s): _____

PRESENT LIVING ARRANGEMENTS

Explain your present living arrangements/conditions: _____

How many people reside in the dwelling unit? _____ How many bedrooms? _____

Landlord name/address: _____

Telephone number: _____

What is your monthly rent (including utilities): \$ _____

Is your present dwelling unit substandard: If yes, state reason: _____

VEHICLES

#1
AUTO YR _____ MAKE _____ MODEL _____ STATE/LICENSE
PLATE # _____

#2
AUTO YR _____ MAKE _____ MODEL _____ STATE/LICENSE
PLATE # _____

NUMBER AND TYPE OF PETS _____ HAVE YOU EVER BEEN A PARTY TO
AN EVICTION? [] YES [] NO

PERSONAL REFERENCES

NAME _____ YRS. KNOWN _____ PHONE: #() _____
NAME _____ YRS. KNOWN _____ PHONE: #() _____
NAME _____ YRS. KNOWN _____ PHONE: #() _____

TOTAL NUMBER OF ADULTS _____ TOTAL NUMBER OF CHILDREN LIVING WITH YOU
UNDER THE AGE OF 18 _____

NAMES AND RELATIONS OF ALL OTHER APPLICANTS:

I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for Tenant screening as may be necessary in arriving at a tenant decision. I understand the UITDHE may terminate any Lease Agreement entered into for any misrepresentations made above.

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Other family members over 18

Signature: _____ Date: _____

Other family members over 18

CONSENT TO RELEASE INFORMATION ON FAMILY COMPOSITION

I, _____ hereby give my consent to release any information regarding my children (includes all dependents listed on housing application) and myself. I also consent to release information on my existing living conditions.

SIGNED

DATE

UITDHE Program Manager / Date

FY 2013 Income Limits Documentation System

FY 2013 Income Limits Summary

Uintah County, Utah										
FY 2013 Income Limit Area	Median Income Click Here	FY 2013 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Uintah County	\$69,600	Very Low (50%) Income Limits Click Here	\$22,400	\$25,600	\$28,800	\$32,000	\$34,600	\$37,150	\$39,700	\$42,250
		Extremely Low (30%) Income Limits Click Here	\$13,450	\$15,400	\$17,300	\$19,200	\$20,750	\$22,300	\$23,850	\$25,350
		Low (80%) Income Limits Click Here	\$35,850	\$41,000	\$46,100	\$51,200	\$55,300	\$59,400	\$63,500	\$67,600

For details on the calculation steps for each of the various parameters, please click the "Median Income" column heading or the Income Limits row labels ("Very Low-Income (50%) Limits", "Extremely Low-Income (30%) Limits", and "Low-Income (80%) Limits").

Income Limit areas are based on FY 2013 Fair Market Rent (FMR) areas. For a detailed account of how this area is derived please see our associated FY 2013 [Fair Market Rent documentation system](#).

UTE INDIAN TRIBALLY DESIGNATED HOUSING ENTITY

ETHICAL STANDARDS OF CONDUCT POLICY

UTE INDIAN TRIBALLY DESIGNATED HOUSING ENTITY POLICIES. The UITDHE has adopted a series of administrative and management Policies. These Policies are formally adopted by the UITDHE and until revised or changed by formal action the Board and staff are required to follow them. Some of the provisions of these Policies, but not all, reflect requirements of federal or tribal law. The Board may in certain unique circumstances formally waive some Policy requirements on an individual basis, but in order to do so the Waiver procedure identified later in this Policy must be followed. The UITDHE may have also elected by formal resolution to establish alternative policies for programs that are operated without Native American Housing and Self-Determination Act (NAHASDA) assistance. Such alternative policies are not subject to this Policy. Furthermore, the UITDHE may from time to time adopt other rules, requirements, and procedures to administer its programs but all of these practices must comply with UITDHE Policies.

THE PURPOSE OF THIS POLICY is to establish ethical requirements and standards of conduct for current and former UITDHE employees, Board Members and contractors as well as for UITDHE grantees. UITDHE is a public tribal entity whose board members, staff, grantees, contractors and subcontractors must function with high ethical standards to insure that the good and honest reputation of the UITDHE is maintained and public moneys are protected. The purpose of the UITDHE is to serve the interests of the UITDHE and the general population that it services and not the personal interests of Board Members, employees or the individual interests of elected or appointed tribal officials. This Policy simply and in a straight forward manner establishes ethical standards so that these rules can be understood and adhered to.

EXPLANATION OF THIS POLICY FORMAT. The Policy consists of this Master Requirements and one or more Special Program Requirements. The Master Requirements contained in the first part of this Policy apply to all UITDHE programs that are assisted with federal funds under NAHASDA. Additional Special Program Requirements may also be established for various individual UITDHE programs and these Special Requirements make up the second part of the Policy. The Master Requirements together with all of the Special Program Requirements constitute the Policy.

WAIVERS. The Policy is intended to apply in all cases. However, in rare and unique circumstances a special Waiver of a particular requirement can be considered and approved by the UITDHE's Board. In the case of this particular

policy this may occur only where a waiver is expressly permitted elsewhere in this Policy. Such a Waiver may be made only if (1) Board Members with personal direct or indirect interests abstain from and are not present for both the Board's deliberations and decision, (2) full and complete public disclosure of a Waiver request occurs before, during, and after a vote, (3) a two-thirds (2/3) favorable vote of all Board Members appointed is obtained and (4) the waived Policy requirement is not required by federal or tribal law.

DEFINITIONS.

- "Immediate Family": A wife, husband, brother, sister, mother, father, grandmother, grandfather, son, daughter, grandson, granddaughter and any relative or any other party, whether a relative or not, that a person is living with or intends to live with in the same house or household.
- "Delinquent on Housing Payments": For purposes of this Policy, whenever the amount owing on travel advances or housing and loan payments to the UITDHE by a Board Member, employee, agent or grantee exceeds \$200.00 or one month's payment (whichever is greater).

REQUIREMENTS

1. **TRIBAL ETHICAL REQUIREMENTS:** Where the Tribe has established by law or resolution ethical and conflicts of interest requirements for the tribe, tribal council, tribal officials and/or tribal entities, these standards shall apply. Furthermore, where those standards permit waivers of those standards such a waiver may only be entertained using the waiver procedures in the Policy. Regulations and enforcement of these tribal ethical standards shall be done by the UITDHE so long as no Tribal law dictates otherwise. These Tribal standards are only minimal standards and the following standards are additional. If a conflict arises between the tribal requirements and the following standards the most stringent or highest standards shall apply.
2. **CONFLICTS OF INTEREST:** The duties and responsibilities of Board Members, employees, grantees and agents is to the UITDHE. These interest are not to conflict with personal interests of Board Members or employees nor shall there be the appearance of any conflicts of interest.

UITDHE Board Members are prohibited from entering into, proposing or having a contract or any financial interest, direct or indirect, in any Authority project or activity. Former Board Members are likewise prohibited from having such a contract or any financial interest, direct or indirect, in any Authority project or

activity, for a period of one year after their tenure on the Board. This later requirement may be waived in rare and unique cases, but only after full and public disclosure and assurance that this interest is not obtained because of non-public information obtained because of the prior Board position.

UITDHE employees are prohibited from entering into, proposing or having a contract or any other financial interest, direct or indirect, in any Authority project or activity. Except for subsequent employment arrangements, former employees are prohibited from having a contract or any financial interest, direct or indirect, in any Authority project or activity in which the former employee had a substantial interest, responsibility or involvement with during his or her position with the Authority for a period of 12 months after termination of their employment. This later requirement may be waived in rare and unique circumstances but only after full and public disclosure and assurance that this interest is not obtained because of non-public information obtained because of prior employment.

No employee, Board Member, officer or agent of UITDHE or any grantee shall participate in a decision, selection, award or administration of a contract if in fact or by appearance the Board Member, employee, officer, agent or an organization which employs or is about to employ such a person, has a financial or other interest in the firm to be selected or awarded. Any and all conflicts of interest shall be promptly, openly and publicly disclosed by both individuals and the UITDHE.

Not participating in a decision, selection, award or administration of a contract shall mean not discussing the matter in or outside meetings, not being physically present for any discussions and neither voting on or being present for a vote. Furthermore, it means not using a UITDHE position to influence a decision in which you have a personal interest. Staff needs to sign confidentiality of information of UITDHE.

Nothing in this Policy however shall prohibit a tenant, homebuyer, or program recipient, who is a Board Member, employee, officer, agent or grantee from fully participating in UITDHE activities and decision making so long as those activities and that decision making is not particular to their unit, application, contract, or UITDHE activity.

3. GIFTS: UITDHE or any grantee's officers, employees or agents will not solicit any gift nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, parties to agreements, tenants, homebuyers or program participants.

It is determined that providing meals, entertainment or gifts in an amount in excess of twenty dollars (\$20.00) per gift or meal, or a total per calendar year of meals, entertainment or gifts in excess of one hundred dollars (\$100.00) per individual by an individual company, including all related concerns and individuals, is determined to be of monetary value and is therefore prohibited.

All gifts shall be recorded in writing by the officer, employee or agent and routinely disclosed to the UITDHE.

4. **ADDITIONAL PROCUREMENT REQUIREMENTS:** Special additional procurement and contracting practices are contained in the UITDHE Procurement Policy.
5. **CONFIDENTIALITY:** UITDHE employees, agents and grantees may have acquired confidential and privileged information during their tenure with the UITDHE. They are prohibited from publicly disclosing that information and from using that information for personal purposes. Former Board Members and employees are prohibited from acquiring a contract or any other financial interest, direct or indirect, in any UITDHE project or activity that is affected by that confidential or privileged information. This prohibition shall be for life. This prohibition however may be waived by the UITDHE Board but only if the Board in its sole discretion so chooses and does so in writing and on the record and if (1) the information remains no longer privileged or confidential, and (2) the information is provided to other competitors by the UITDHE or potential competitors of the former employee or Board Member. The UITDHE may have other confidentiality requirements that are not contained in this particular policy that apply to Board Members and employees, current and former, that are unrelated to confidentiality and conflicts of interest.
6. **POLITICAL ACTIVITIES PROHIBITED:** Board Members, staff, agents and grantees shall not use UITDHE resources, moneys, contracts, personnel or facilities for political purposes. The UITDHE shall also restrain others from using UITDHE resources for political purposes.
7. **RESPONSIBILITIES REGARDING CONTRACTUAL OBLIGATIONS:** Board Members, staff, agents or contractors shall not be "delinquent on housing payments" owed to the UITDHE. Such delinquencies, unless immediately resolved after they have arisen, shall result in the termination of the employee or agent and removal of the Board Member. Furthermore, such individuals shall not violate any other contractual obligations that they might have with the UITDHE.

8. **FIDUCIARY RESPONSIBILITY:** All Board Members have a fiduciary responsibility to take action and do what is in the best interest of the UITDHE.
9. **DRUG AND ALCOHOL:** All Board Members, employees and agents shall adhere to all UITDHE drug and alcohol rules and requirements.
10. **DISCLOSURE:** All Board Members, employees, agents and grantees are required to promptly disclose to the UITDHE their acts or conduct and all acts or conduct by other UITDHE Board Members, employees, agents, grantees, contractors, tenants, or program recipients that are illegal or are in violation of this Policy and other UITDHE policies.
11. **BOARD MEMBER INVOLVEMENT:** UITDHE Board Members' primary responsibilities are to establish goals, policies, and practices for the UITDHE and to provide an overview direction and monitor for programs and activities. Board Members are to refrain from running the day to day activities of the UITDHE and from individually interjecting themselves in a management issues except where authorized by UITDHE policies or Board direction.
12. **TRIBAL INVOLVEMENT:** Elected Tribal officials are important partners in carrying out the activities of the UITDHE. The UITDHE should routinely consult with and update the Tribe and such officials. However, as a tribally designated housing entity established as a separate organization tribal officials cannot direct particular services, assistance, loans or housing be given by the UITDHE to specific individuals and families nor can tribal officials direct that UITDHE policies be violated.
13. **APPLICATION TO GRANTEEES AND CONTRACTORS:** All the requirements contained in this Policy shall additionally apply to all UITDHE grantees and contractors. Where feasible these standards shall be included in grants and contracts and where appropriate repeated in the sub-grants and sub-contracts.

The above policy was adopted by the Ute Indian Tribally Designated Housing Entity
Board of Commissioners on April 09, 1999. Motion was made by
Ernest L. Chapposa, and seconded by Linda Garcia
Motion carried by 5 Yes, 0 No, and 0 Not voting. 1 Absent.

Rodrick Brown
Chairman, UITDHE
Board of Commissioners

Alan B. Longmire
Executive Director, UITDHE

Ute Indian Tribally Designated Housing Entity HOUSING REHABILITATION PROJECT

REQUESTED FUNDS: \$900,000

PROJECT SUMMARY: The Ute Indian Tribally Designated Housing Entity (UITDHE), authorized by the Uintah & Ouray Ute Indian Tribe (documentation attached) and the Bureau of Indian Affairs (documentation on file) to apply for a fiscal year 2013 ICDBG grant as a Tribal Organization, proposes to utilize fiscal year 2013 Indian Community Development Block Grant funds to rehabilitate the homes of 23 low- and moderate-income homeowners on the Uintah and Ouray Indian Reservation. This is part of an ongoing effort to rehabilitate substandard owner-occupied housing units on the Reservation. UITDHE is committing [REDACTED] in future Indian Housing Block grant funds as leverage for this project, which is expected to be closed out by December 2016. The project will take three years to complete, with the benchmarks of completing eight units in each of the first two years, and seven units in the third year. Two low-income individuals will receive on-the-job training in carpentry during the implementation of this project, with the opportunity for permanent employment by the end of the grant term. UITDHE will also be addressing the needs of elderly residents by exceeding visitability standards in renovation of five units, and improving energy efficiency in all 23 units.

APPLICATION CONTENTS:

- SF-424 Application for Federal Assistance with Attached Forms
- Narrative with Project Summary
- Tribal Council Resolution
- Housing Assistance Application Sample for Income Verification
- Local Income Limits for Uintah County, Utah, from HUDUser.org
- Code of Conduct
- HUD-4125 Implementation Schedule
- Implementation Schedule Attachment
- HUD-4123 Cost Summary
- Board of Commissioners Resolution

COMPLIANCE / THRESHOLD STATEMENTS:

- **Compliance with the Primary Objective:** UITDHE meets the criteria for compliance with the primary objective at §1003.208(c) for housing activities by improving residential structures that will be occupied by low- and moderate-income (LMI) households. One hundred percent of the beneficiaries of this rehabilitation project will qualify as LMI
-

according to local area income limits. Households receiving ICDBG grant assistance will be required to complete and sign a housing assistance application (sample attached) that provides the household size as well as an accounting for all income and assets for all individuals living in the home. This information will be compared to area income limits for the county of residence. The most current income limits for Uintah County, Utah, have been provided.

- **Citizen Participation:** UITDHE certifies with the attached Tribal Council resolution that all citizen participation requirements pursuant to 24 CFR 1003.604 have been met, comments have been considered, and necessary modifications to the project have been made.
- **Ineligible Applicants:** UITDHE is eligible to apply for ICDBG funding based on its certification as a Tribal Organization submitting an application on behalf of a federally-recognized Indian tribe.
- **DUNS Number Requirement:** UITDHE's DUNS number is entered in the SF-424.
- **Active Registration in the CCR/SAM.gov:** UITDHE's registration is active in the CCR/SAM.gov.
- **Compliance with Fair Housing and Civil Rights Laws:** UITDHE has no outstanding violations of applicable civil rights provisions.
- **Debarment and Suspension:** UITDHE is not debarred or suspended from doing business with the Federal Government.
- **Delinquent Federal Debts:** UITDHE has no outstanding federal debt.
- **Outstanding ICDBG Obligation:** UITDHE has no outstanding ICDBG obligations to HUD.
- **Project-Specific Thresholds/Requirements:**
 - The UITDHE has adopted rehabilitation policies and standards.
 - Project funds will be used to rehabilitate HUD-assisted houses only when the homebuyer's payments are current or the homebuyer is current in a repayment agreement except because of an emergency situation.
 - All beneficiaries of this project will qualify as low- or moderate-income, verified using information collected in the housing application form and compared to local income limits.
- **Rehabilitation Cost Limits:** As demonstrated in Rating Factor 3, direct costs for rehabilitation do not exceed \$50,000.00 in ICDBG funds per unit.

Rating Factor 1: Capacity of the Applicant

1. Managerial, Technical, and Administrative Capability

a. Managerial and Technical Staff

The Ute Indian Tribally Designated Housing Entity (UITDHE) possesses the managerial, technical, and administrative capability necessary to successfully complete the proposed rehabilitation project. Following is a description of roles and responsibilities for project staff:

Staff Member and Title	Role for this Project	Responsibilities for this Project
Emmett Duncan, Executive Director	Project Director	Direct supervisory authority for management of grant activities and oversight of staff duties. Acts as Grant Administrator for the project, including executing the grant agreement and ensuring activities are in accordance with grant agreement and approved policies, rules and regulations as adopted by Board of Commissioners and HUD. Conducts inspections before, during and after construction and oversees all reporting. <i>Reports to Board of Commissioners and Tribal Council.</i>
Tom Yellow Wolf, Development Coordinator	ICDBG Project Manager	Coordinates implementation of grant activities, including contract management. Creates bid documents, evaluates bids and awards contracts. Responsible for maintaining contract records and monitoring expenditures. Monitors implementation to insure project is on schedule and within budget. Responsible for all grant reporting. <i>Reports to Project Director.</i>
MaClovvia White, Program Manager	ICDBG Assistant Manager	Assists ICDBG Project Manager with implementation of grant activities. Acts as liaison for homeowners, completing income certification and coordinating relocation. Assists with reporting. <i>For ICDBG activities, reports to Project Manager.</i>
[REDACTED] Rehabilitation Foreman	Rehabilitation Foreman	Supervises Force Account crews and oversees contractors. Responsible for hiring and training new Force Account crew members. Assists with preparing bid documents and completing inspections. Tracks progress of the project and assists with program evaluation and reporting. <i>Reports to Project Manager.</i>
[REDACTED] Finance Officer	Finance Officer	Responsible for oversight of all grant expenditures, ensuring the project stays within budget. Reviews invoices and manages accounts payable. Ensures compliance with CFR. Completes quarterly financial reports. <i>Reports to Project Director.</i>
[REDACTED] CPA	Fee Accountant	Assists Finance Officer with financial management and reporting, ensuring compliance with applicable federal regulations. <i>Reports to Finance Officer.</i>
TBD	Construction Contractors	Responsible for completing construction according to contracted work plans. <i>Report to Project Director.</i>

UITDHE is qualified to implement this project based on the abilities of the following staff members, who are experienced in planning, developing and managing affordable Indian housing grants and programs:

- **Emmett Duncan, Sr., Executive Director:** Mr. Duncan has served as Executive Director of UITDHE since 2008, but has been employed at UITDHE for more than fifteen years. He successfully oversees a staff of 17 and an annual budget of more than \$2 million. Prior to becoming Executive Director, Mr. Duncan worked in the Maintenance Department where he gained valuable experience in the management and implementation of housing construction projects similar to that proposed in this application. Mr. Duncan has worked in the construction field for more than twenty years and has completed training on a wide variety of topics relevant to this project, including environmental review, green building, procurement and contract management, financial management, and occupancy. He has also completed 170 hours of residential inspection training.
 - **Recent, Relevant and Successful Experience:** Mr. Duncan oversaw the successful completion of a 20 unit modular development project in 2011. Funded with non-program income, the project was completed in just four months. Another eight-unit project was successfully completed in early 2012. Implementation of UITDHE's FY 2012 ICDBG rehabilitation project is ahead of schedule, with three units already completed and another five or six expected to be completed by May. Although projected to complete only 8 units by the end of 2013, UITDHE expects to exceed this benchmark and complete 12 or more units this year. For these projects, Mr. Duncan put together the specifications for the homes, coordinated the environmental review, conducted the bidding process and otherwise managed the projects from start to finish. Since joining UITDHE he has successfully managed the rehabilitation of more than 100 housing units similar to those proposed in this application. UITDHE has received only unqualified audits under Mr. Duncan's direction.
- **Tom Yellow Wolf, Development Coordinator/ICDBG Project Manager:** Mr. Yellow Wolf joined UITDHE in 2012, bringing more than 20 years of Indian housing development and management expertise to the organization. He is particularly experienced in the areas of construction management, procurement, contract management, self-monitoring, budget preparation, and personnel management. Since 1991, Mr. Yellow Wolf has served in the capacity of Executive Director for four successful tribal housing authorities and has more than ten years of experience providing technical assistance and training to Tribes and Tribally-Designated Housing Entities through the National American Indian Housing Council (NAIHC) and as an independent

contractor. He has completed training through NAIHC to become a Certified Housing Manager and a Certified Financial Specialist and holds a B.S. in University Studies.

- **Recent, Relevant and Successful Experience:** As Executive Director of the Crow Creek Housing Authority, Mr. Yellow Wolf oversaw the successful completion of a 29 unit modernization project in 2006, as well as the successful construction of five new homes between 2006 and 2008. As Executive Director of Comanche Nation Housing Authority (CNHA) from 2009 to 2011, he oversaw the successful completion of an ARRA-funded rehabilitation project that included a complete roof replacement on 100 homes and moderate rehabilitation of 47 homes. These projects were all completed on time according to approved implementation schedules, met all benchmarks, and were completed within budget. At CNHA, Mr. Yellow Wolf also implemented new policies and reorganized the staff for more efficient operation and worked to successfully close all opening monitoring findings and audit findings dating back to 2007.
- **MaClovie White, Program Manager:** Ms. White brings more than twenty years of administrative and program management experience to her job as Program Manager for UITDHE. Promoted to her current position in early 2010, Ms. White also held the positions of Occupancy Specialist and Residential Coordinator at UITDHE since being hired in September 2008. Her previous experience includes various administrative positions that gave her responsibility for managing budgets, finances and contracts for federal programs, including eight years in the Alcohol Substance Abuse office for the Ute Indian Tribe. Ms. White has completed a wide variety of Indian housing management training through the National American Indian Housing Council and other entities, including Pathways Home, Resident Services, Admission & Occupancy I and II, Tribal Healthy Homes, and Finance.
 - **Recent, Relevant and Successful Experience:** Ms. White served as Program Manager for two of UITDHE's most recent projects, including the successful construction and completion of a 20-unit modular construction project in 2011 and a second eight-unit project completed in 2012. For these projects Ms. White has been responsible for managing contracts, completing reports and placing families in the homes. She has also assisted with the management of UITDHE's new FY 2012 ICDBG project. As Residential Coordinator, Ms. White has successfully completed annual income verification and re-certification for UITDHE's 38 Mutual Help tenants.

- **Rehabilitation Foreman:** [REDACTED] has been Foreman of UITDHE's Rehabilitation Program for more than three years, and has been a contractor for UITDHE since 2000. He has obtained a wide variety of education and training in the building

trades, including geothermal technical training, construction management, and residential inspector training through Owyhee Enterprises.

- **Recent, Relevant and Successful Experience:** In the last three years, [REDACTED] has successfully managed the rehabilitation of more than 50 units similar to those in the proposed project. All units were completed ahead of schedule or on time and under budget. His supervision of work completed on the FY 2012 ICDBG project has led to that project exceeding anticipated benchmarks and timetables as described above.
- **[REDACTED], Finance Officer:** [REDACTED] was placed in charge of UITDHE bookkeeping in 2007 after working as a Finance Specialist since 2005. She is responsible for managing and monitoring all in-house accounting functions, supervising the Finance Department, and ensuring that all accounting transactions are in compliance with NAHASDA and other HUD regulations. She has completed Financial Management training through NAIHC, received a General Business Certificate at the Uintah Basin Applied Technology College, and possesses more than twenty-five years of experience working as a financial manager and bookkeeper for various tribal departments.
 - **Recent, Relevant and Successful Experience:** In the last five years, [REDACTED] has successfully accounted for an annual budget of more than \$2 million, resulting in repeatedly unqualified audits, and has successfully submitted all required financial reports for UITDHE's annual IHBG grant and the FY 2012 ICDBG grant according to approved implementation schedules.
- **[REDACTED], CPA, Fee Accountant:** [REDACTED] has been a Certified Public Accountant in the state of Utah for more than ten years and has served as UITDHE's Fee Accountant for the past seven. [REDACTED] was hired by UITDHE in early 2005 to supplement bookkeeping by the UITDHE Finance Department and provides monthly financial monitoring services as well as training for UITDHE staff on proper financial management.
 - **Recent, Relevant and Successful Experience:** UITDHE has had only unqualified opinions on its audits for the last seven years, in large part due to [REDACTED] assistance and direction. All audits have been submitted on time.
- **Construction Contractors:** Some rehabilitation tasks for this project will be contracted according to UITDHE procurement policies and procedures.
 - **Recent, Relevant and Successful Experience:** Only contractors with relevant experience (rehabilitation) that is recent (within one year) and successful (met or exceeded benchmarks and timetables of past projects) will be considered for work on this project.

b. Project Implementation Plan

Please see attached HUD-4125 Project Implementation Schedule and Implementation Schedule Attachment. Since the HUD-4125 only shows two calendar years, the attachment was created to show all three years of the project.

Implementation Steps:

1. Execute the Grant Agreement
2. Finalize the list of beneficiaries and certify income eligibility
3. Complete Environmental Review certification of subject properties
4. Prepare detailed work orders and finalize cost estimates
5. Prepare detailed work schedule for maintenance staff members
6. Hire new Force Account trainees
7. Solicit bids for contracted items
8. Review bids to determine responsiveness and eligibility and perform price analysis
9. Award contracts according to Procurement Policies and Procedures
10. Take delivery of necessary materials, supplies, tools and equipment
11. Relocate first four homeowners to empty rental units
12. Rehabilitation of first four units
13. Monitor construction with inspections to ensure quality and ensure compliance with scope of work, plans and specifications, budget and implementation schedule
14. Repeat steps 4-13 for next four units
15. Repeat steps 4-14 for Years 2 and 3
16. Complete final inspection and document satisfactory completion of work
17. Complete reporting requirements and close out grant
18. Evaluate overall performance and prepare for subsequent rehabilitation projects

This project will be completed in three years, with final close-out expected by the end of 2016. Construction will take place from April to October of each year with the winter months set aside for planning, procurement, and evaluation.

c. Financial Management

The UITDHE Finance Department operates on a fund-accounting system, including separate budgetary accounts for all programs to provide sound management and effective fiscal control over the expenditure of funds. UITDHE is in compliance with all requirements of 24 CFR part 85 and 24 CFR part 1003, as demonstrated by the following financial management standards:

- *Financial Reporting:* UITDHE provides accurate, current, and complete disclosure of the financial results of financially assisted activities in accordance with the financial reporting requirements of each of its grants.
- *Accounting Records:* UITDHE maintains records which identify the source and application of funds provided for financially-assisted activities. These records contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income.
- *Internal Control:* Effective control and accountability is maintained for all grant cash, real and personal property, and other assets. UITDHE safeguards all such property and assures that it is used solely for authorized purposes.
- *Budget Control:* Actual expenditures or outlays are compared with budgeted amounts for each grant. Financial information is related to performance or productivity data, including the development of unit cost information whenever appropriate or specifically required in the grant agreement.
- *Allowable Cost:* Applicable OMB cost principles, agency program regulations, and the terms of grant agreements are followed in determining the reasonableness, allowability, and allocability of costs.
- *Source Documentation:* Accounting records are supported by such source documentation as cancelled checks, paid bills, payrolls, time and attendance records, contract and subgrant award documents, etc.
- *Cash Management:* Procedures for minimizing the time elapsing between the transfer of funds from the U.S. Treasury and disbursement by UITDHE is followed whenever advance payment procedures are used. When advances are made by letter-of-credit or electronic transfer of funds methods, UITDHE makes draw-downs as close as possible to the time of making disbursements.

UITDHE also complies with the requirements and standards of OMB Circular A-87 and OMB Circular A-133.

d. Procurement and Contract Management

UITDHE's adopted *Procurement Policies & Procedures* and *Contract Management Policies and Standards* meet the requirements of 24 CFR part 85, 24 CFR part 1003 and OMB Circular A-87, by providing for the fair and equitable treatment of all persons or firms involved in purchasing by UITDHE; assuring that supplies, services, and construction are procured efficiently, effectively, and at the most favorable prices available to the UITDHE; promoting competition in contracting; providing safeguards for maintaining a procurement system of quality and integrity; and assuring that the UITDHE purchasing actions are in full compliance with applicable federal standards and regulations along with any applicable state and local laws. Specifically:

- UITDHE maintains a written code of standards of conduct governing the performance of employees engaged in the award and administration of contracts and which addresses conflicts of interest.

- Before awarding a contract, UITDHE reviews the proposed contractor's ability to perform the contract successfully, considers the contractor's integrity, compliance with public policy, record of past performance, and financial, administrative and technical capability to perform contract work of the size and type involved within the time allotted.
- UITDHE maintains detailed records including rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- UITDHE is solely responsible for the settlement of contractual and administrative issues arising out of procurements and has protest procedures in place to handle and resolve disputes relating to procurements.
- All UITDHE procurement transactions are conducted in a manner providing full and open competition consistent with the standards of § 85.36.
- UITDHE has written selection procedures for procurement transactions, ensuring that solicitations include clear descriptions and identify all requirements that must be fulfilled.
- UITDHE ensures that prequalified lists of persons, firms, or products are current and include enough qualified sources to maximize open and free competition.
- Small purchase procurement procedures are in place to ensure that quotes are received from an adequate number of qualified sources.
- Sealed-bid procurements comply with the requirements of § 85.36(d)(2)(ii), are publicly solicited, and a firm-fixed-price contract is awarded to the lowest bidder who conforms with all the terms and conditions of the invitation for bids.
- Competitive proposal procurement RFPs comply with the requirements of § 85.36(d)(3) and non-competitive proposal procurement is used only when award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals, and in compliance with § 85.36(d)(4)(i).
- UITDHE performs cost analysis in connection with every procurement action including contract modifications, making independent estimates before receiving bids or proposals, and negotiates profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed.
- UITDHE makes technical specifications on proposed procurements and pre-award review procurement documents available to awarding agencies when requested.
- UITDHE follows the bonding requirements at § 85.36(h), as applicable.

Rating Factor 2: Need/Extent of the Problem

1. Need and Viability

The Ute Indian Tribally Designated Housing Entity (UITDHE) serves a tribal population of 3,500 in a three-county area known as the "Uintah Basin" in northeastern Utah. The Uintah and Ouray reservation covers over 4.5 million acres, making it the second largest Indian Reservation in the United States. Although many Ute tribal members have become homeowners in recent years, most of the homes are 30 to 40 years old, built under the old Mutual Help program, and have fallen into disrepair due to their age, the extreme weather conditions often experienced in northern Utah, and a lack of resources for families to repair and maintain the homes themselves.

UITDHE has a waiting list of 40 homeowners, including five tribal elders, who are currently living in substandard homes in need of rehabilitation. These homes require basic rehabilitation, including new roofs, insulation, windows, doors, electrical system and plumbing repairs, siding, flooring, cabinets and countertops, interior wall repairs, and HVAC upgrades. The elderly beneficiaries of this project will additionally require visitability and accessibility features for their homes.

This project will meet an essential community development need for reducing the number of substandard housing units lived in by low- and moderate-income families and providing visitability and accessibility for the homes of elderly and disabled residents. With a current need for rehabilitation of 40 homes, this project to rehabilitate 23 homes will reduce the number of substandard homes by more than 50%.

This project is critical to the viability of the community because it will improve the basic safety and comfort of tribal families and support the local economy by increasing property values, creating jobs, and keeping local laborers employed. Without this project, these homes will fall further into disrepair and UITDHE would face even greater rehabilitation costs or the cost of providing new housing for these families.

2. Project Benefit

For a Housing Rehabilitation project, need for the proposed project is determined by utilizing data from the Uintah & Ouray Ute Indian Tribe's 2012 IHBG formula information. The dollar amount for the Uintah & Ouray Ute Indian Tribe is \$474.38, as listed on the referenced FY 2013 ICDBG Factor 2 Needs Table.

Rating Factor 3: Soundness of Approach

1. Description of and Rationale for Proposed Project

- **PROJECT SIZE:** 23 units: The homes are all single-family homes measuring 1,400 to 2,000 square feet in one-, two-, and three-bedroom units.
- **PROJECT TYPE:** Rehabilitation of homeownership units to improve habitability and energy efficiency and bring them up to UITDHE housing standards
- **PROJECT LOCATION:** Scattered sites throughout the three county service area of the UITDHE in the state of Utah

RATIONALE FOR PROJECT DESIGN:

The scope of this particular project was determined through meetings with the Ute Tribe Tribal Council and community members, where a higher priority was placed on rehabilitating existing housing than on developing new housing. As in FY 2012, it was determined that the best use of ICDBG funds in FY 2013 was for rehabilitation of homeownership units based on the number of requests from tribal members and the condition of the homes. The Tribal Council requested that UITDHE submit this application on its behalf as the entity most capable of meeting the project's objectives. The units to be rehabilitated have been selected because they are occupied by low- and moderate-income families and elders who are unable to afford to do the work themselves. UITDHE also seeks to reduce the future cost burden on the homeowners by incorporating energy-efficient design features such as new HVAC units, increased insulation, new roofs, and double-paned windows.

IMPLEMENTATION DESCRIPTION:

UITDHE proposes to complete rehabilitation of the 23 units of this project over the course of a three year period. Rehabilitation activities including roofing and electrical repairs will be completed by qualified contractors. Other rehabilitation activities will be completed by qualified UITDHE maintenance staff members, including a journeyman plumber and skilled carpenters. Interior rehabilitation will include electrical repairs and upgrades and plumbing repairs, as well as installation of new interior doors, cabinets, counter tops, plumbing fixtures, flooring, and HVAC units. Accessibility issues will also be addressed, as needed. Exterior rehabilitation will include replacement/repair of roofs, and installation of exterior doors, siding and windows.

Occupants of the units to be rehabilitated will need to be temporarily relocated to empty rental units or local hotels. UITDHE anticipates having at least two empty units available to use for this purpose during the term of the grant.

The project will follow the implementation schedule as presented in Rating Factor 1, with expected completion and close-out by the end of 2016.

ADDRESSING IDENTIFIED NEEDS:

This project will be most effective in addressing the needs identified in Rating Factor 2 by reducing the number of families who are currently living in substandard or inaccessible homeownership units through rehabilitation and modernization of those units.

ENHANCEMENT OF COMMUNITY VIABILITY:

This project will enhance the viability of the community as presented in Rating Factor 5 by improving the basic safety and comfort of 23 low- and moderate-income households through reduction in the number of substandard housing units lived in by families and improving access for elderly residents through incorporation of visitability and accessibility features. The project will also create two new full-time permanent carpentry/labor positions for low- and moderate-income individuals through UITDHE's on-the-job training program, as described below, as well as improve the energy efficiency of all 23 units.

COST SAVINGS DUE TO PROGRAM DESIGN:

Cost savings in this project will be achieved by completing some of the project activities in-house by UITDHE staff members.

1. The Executive Director and Rehabilitation Foreman will complete inspections instead of paying a contractor for inspections, saving **\$4,600** in contracting overhead during the three years of the project. This figure is calculated at an estimated savings of \$200 per unit for 23 units.
2. Additionally, UITDHE maintenance staff will complete all carpentry, plumbing and installation of doors, windows, cabinets, counters, flooring, and insulation, saving more than **\$46,000** in contracting overhead during the three years of the project. This figure is calculated at an estimated savings of at least \$2,000 per unit at a standard contractor's mark-up of 10% for these items.

Total Cost Savings: \$50,600

2. Budget and Cost Estimates

The overall cost of the proposed project is \$1,200,000. Of this total, \$900,000 is being requested from HUD and \$300,000 will be supplied by UITDHE.

ITEM	ICDBG	LEVERAGE	TOTAL
Rehabilitation - Basic (18 units)	622,000.00		
Rehabilitation - Visitable/Accessible (5 units)	98,000.00		
Project Management	0.00		
Temporary Housing	0.00		
General Management & Oversight	180,000.00		
TOTAL	\$900,000.00		

REHABILITATION COSTS: The homes to be rehabilitated in the proposed project all have similar rehabilitation needs. Although once the grant is awarded UITDHE will create specific work orders for each unit, the budget assumes all of the items listed in the cost estimate will be needed for each house, giving a base unit estimate of \$35,700.00. Five units will be rehabilitated to exceed visitability standards to accommodate elderly residents for an additional cost of \$3,500, including \$1,000 to build a sidewalk and ramp to the entrance, \$500 to widen the doorways to three feet wide, and \$2,000 to replace tubs with handicapped shower stalls. Total cost for these five units will be \$39,200 each.

ITEM	QTY	COST / ITEM	TOTAL
Roofing	1	\$6,500	\$6,500
Insulation	1	\$750	\$750
Windows	12	\$250	\$3,000
HVAC	1	\$4,500	\$4,500
Electrical Repairs	1	\$2,200	\$2,200
Plumbing Repairs & Fixtures	1	\$4,000	\$4,000
Siding	1	\$3,000	\$3,000
Exterior Doors	2	\$300	\$600
Interior Doors	5	\$130	\$650
Flooring	1	\$4,500	\$4,500
Cabinets & Counter Tops	1	\$5,000	\$5,000
Interior Wall Repairs	1	\$1,000	\$1,000
Total Base Cost Per Unit			\$35,700.00
Visitability: Sidewalk/Ramp	1	\$1,000	\$1,000
Visitability: Carpentry/Widen Doorways	1	\$500	\$500
Visitability: Bathroom	1	\$2,000	\$2,000
Total Cost for VISIBLE/Accessible Units			\$39,200.00

PROJECT MANAGEMENT: Expenses for project management will total \$157,500 for staff salaries to carry out activities directly related to implementation of this project, as described above.

ITEM	% of Time	Cost Per Year	TOTAL
Project Manager (Yellow Wolf)	20%	12,000	\$36,000
Assistant Project Manager (White)	20%	10,000	\$30,000
Rehabilitation Foreman (Myore)	50%	17,000	\$51,000
Finance Officer (Wopsock)	20%	10,000	\$30,000
Environmental Compliance Specialist	10%	3,500	\$10,500
TOTAL			\$157,500.00

TEMPORARY HOUSING: Approximate temporary housing expenses per family are based on an average of 30 nights in a hotel at the rate of about \$100.00 per night. Not all 23 families will need to stay in a hotel because UITDHE will have at least two empty units available to use as temporary housing. UITDHE estimates that only eight families will need to be temporarily housed in a local hotel.

ITEM	COST / FAMILY	FAMILIES	TOTAL
Temporary Housing Expense	2,987.50	8	\$23,900.00

GENERAL MANAGEMENT AND OVERSIGHT: UITDHE is requesting \$180,000, or 20% of the grant request, to cover a portion of staff salaries for overall management, coordination, monitoring, and evaluation of UITDHE's community development activities as described at 24 CFR 1003.206(a). Projected draw-downs from this line item have been spread out over the life of the grant.

ITEM	% of Time	Cost Per Year	TOTAL
Project Manager (Yellow Wolf)	50%	30,000	\$90,000
Assistant Project Manager (White)	30%	15,000	\$45,000
Finance Officer (Wopsock)	30%	15,000	\$45,000
TOTAL			\$180,000.00

The budget for this project was prepared by Mr. Emmett Duncan. Mr. Duncan is qualified to prepare this budget based on his twenty years of experience in the construction industry, including fifteen years in the management and implementation of federal construction grants at UITDHE. His experience includes managing grants for rehabilitation and other projects similar to the proposed project. He also has access to current and historical data on staff salaries and time allocation.

3. **HUD Policy Priorities**

- a) **Job Creation/Employment - Option 2:** For the duration of this project, UITDHE will provide on-the-job training for at least two local low-income individuals. These individuals will be hired upon grant award and will be trained to become skilled carpenters, specifically in the installation of siding, windows, doors, flooring, insulation, cabinets and countertops. Full-time permanent employment after a one-year training period will be based on job performance and accountability during the training period. Trainees will work side-by-side with the Rehabilitation Foreman and other staff. Should the trainees choose not to stay at UITDHE, they will be highly

marketable to builders in other communities. UITDHE will provide recommendations to potential employers, as appropriate, to facilitate employment.

- b) **Sustainability – Option 1:** In this project, UITDHE will support and promote an energy-efficient, green, and healthy housing market by retrofitting existing housing to be energy-efficient according to Energy Star home rating standards. All 23 units of this project will be rehabilitated to this standard within the parameters of the planned activities. Each unit will be retrofitted in a number of key areas: old roofs will be replaced with energy-efficient Energy Star rated roofing materials, old HVAC units will be replaced by energy-efficient Energy Star rated units, additional insulation will be installed, forced air duct systems will be sealed and commissioned, incandescent and halogen lights will be replaced with compact fluorescent light bulbs, energy-efficient water-saving shower heads will be installed in the bathrooms, and existing windows will be replaced with premium Energy Star rated windows.
- c) **Sustainability – Option 2:** In this project, UITDHE will promote the design and construction of buildings and communities that are accessible and visitable by people with disabilities. Specifically, five housing units of this project will be retrofitted to exceed visitability standards for handicapped residents. To meet the visitability standard, a sidewalk will connect the home to the street, with a ramp sloping up to the front door, and inside, all doorways will be widened, as necessary, to be 36 inches wide, allowing for at least 32 inches of clear passing space. To exceed the visitability standard, UITDHE will make the bathroom handicap accessible by installing a handicapped stall-shower that includes grab bars and a spray unit that can be used both as a fixed shower head and as a hand-held shower, as well as grab bars near the commode.

4. Commitment to Sustain Activities

The individual homeowners will have sole responsibility for all routine and non-routine maintenance of their homes once rehabilitation and inspection is complete. UITDHE will secure a commitment by the homeowners to keep the interior, exterior, and common areas of the homes in a decent, safe and sanitary condition, and the homeowners shall not, by any action or negligence, cause the deterioration of the property. Such responsibilities include:

- Changing furnace filters quarterly
- Repairing furnace, as needed
- Annual inspection and repair or replacement of toilets, faucets, traps and other plumbing
- Annual inspection and repair or replacement of stoves, refrigerators and other appliances
- Testing and replacing smoke alarm batteries every six months


- Annual inspection of fire extinguishers, replacing as needed
- Annual inspection of interior walls, basements and attics to check for mold, remediating as needed
- Repair or replacement of doors, interior walls, ceilings, floors and windows, as needed
- General upkeep of the exterior, including snow removal, lawn mowing, and removing junk vehicles

To ensure compliance with these requirements, UITDHE will conduct follow-up inspections within two years of completion of this project.

UITDHE will also require beneficiaries to sign an agreement that they will not sell their home within five years of project completion, and if they do, they must reimburse UITDHE rehabilitation costs on a sliding scale.

Rating Factor 4: Leveraging Resources

As leverage for this FY 2013 ICDBG Project, the Ute Indian Tribally Designated Housing Entity has committed \$300,000.00 in fiscal year 2014 Indian Housing Block Grant funds to cover project management, temporary housing, and a portion of rehabilitation construction costs. This commitment is further documented in attached Board of Commissioners resolution and will be included in UITDHE's 2014 Indian Housing Plan.



Rating Factor 5: Comprehensiveness and Coordination

1. Coordination

The scope of this particular project was determined by the UITDHE Board of Commissioners and staff based on meetings with the Tribal Council and community members, where a higher priority was placed on rehabilitating existing housing than on developing new housing.

As with UITDHE's other construction projects, this ICDBG project will act as a catalyst for coordination among tribal departments where the ultimate goals are improved housing conditions, increasing job opportunities, decreasing energy costs, and improving the local economy. This coordination includes working closely with the Ute Tribe, the tribal utility department, the tribal employment office, and with members of the community to ensure success of the project, including ensuring public support, ensuring continued access to public utilities, and ensuring placement of income-qualified candidates in the new jobs.

This project will also be part of a new effort spearheaded by the UITDHE Executive Director, at the request of the Tribal Council, to create a comprehensive planning committee to include UITDHE, the local utility and water departments, private enterprises, the environmental office, and the land use committee. This committee includes both tribal and local non-tribal entities and seeks to integrate resources, like this ICDBG grant, into a comprehensive community plan to maximize the benefits of each funding stream.

UITDHE is also working with the Tribe's Emergency Management Department to ensure the proper procedures are in place for emergency situations like evacuations or flooding. A variety of tribal departments and offices are involved in a working group that meets regularly to address these issues with the common goal of ensuring the safety of tribal residents.

None of these entities are providing any financial assistance for this project.

2. Outputs, Outcomes, and/or Goals

This FY 2013 ICDBG project will enhance community viability over a three-year period by meeting the following benchmarks and producing the following outputs and outcomes.

Project Benchmarks:

- Eight owner-occupied units, including all five elderly units, will be rehabilitated in the first year, with eight units rehabilitated in the second year, and seven units rehabilitated in the third year.
- Five homes will be rehabilitated to exceed visitability standards in the first year.
- Eight homes will be rehabilitated according to Energy Star standards each year in the first two years, with seven homes rehabilitated according to Energy Star standards in the third year.

- Two full-time above-minimum wage jobs will be created in the first year. These two workers will receive on-the-job training in construction and will be eligible for permanent employment for good job performance in the second year.

Project Outputs:

- Rehabilitation of 23 low- and moderate-income owner-occupied housing units
- Policy Priority for Sustainability: Rehabilitation design of five units will exceed visitability principles and standards as described in Rating Factor 3.
- Policy Priority for Sustainability: Rehabilitation design of all 23 units will meet or exceed the Energy Star standards as described in Rating Factor 3.
- Policy Priority for Job Creation/Employment: UITDHE will increase job opportunities and provide employment for two low-income residents as described in Rating Factor 3.

Project Outcomes:

- The number of families living in substandard housing will be reduced by 23.
- The quality of life of five households will be improved through better accessibility/visitability.
- Low- and moderate-income families will realize energy cost savings through the installation of energy-efficient features in their homes.
- Increased income will be realized for two low-income individuals as a result of the job-training and employment received by this project.

Facsimile Transmittal**1358369189-1653**

U. S. Department of Housing
and Urban Development
Office of Department Grants
Management and Oversight

OMB Number: 2525-0118
Expiration Date: 06/30/2011

Name of Document Transmitting: **Nothing Faxed with this Application**

1. Applicant Information:

Legal Name: **Ute Indian Tribally Designated Housing Entity**

Address:

Street1: **P.O. Box 250**

Street2:

City: **Fort Duchesne**

County:

State: **UT: Utah**

Zip Code: **84026-0250**

Country: **USA: UNITED STATES**

2. Catalog of Federal Domestic Assistance Number:

Organizational DUNS: **0272995230000**

CFDA No.: **14.862**

Title: **Indian Community Development Block Grant Program**

Program Component:

3. Facsimile Contact Information:

Department:

Division:

4. Name and telephone number of person to be contacted on matters involving this facsimile.

Prefix: **Mr.** First Name: **Emmett**

Middle Name:

Last Name: **Duncan**

Suffix: **Sr.**

Phone Number: **435-722-4656**

Fax Number:

5. Email: **emmettd@utetribes.com**

6. What is your Transmittal? (Check one box per fax)

☐ a. Certification ☐ b. Document ☐ c. Match/Leverage Letter ☒ d. Other

7. How many pages (including cover) are being faxed? **1**

Form HUD-96011 (10/12/2004)

**Applicant/Recipient
Disclosure/Update Report**

U.S. Department of Housing
and Urban Development

OMB Number: 2510-0011
Expiration Date: 10/31/2012

Applicant/Recipient Information

* Duns Number: 0272995230000

* Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name:

Ute Indian Tribally Designated Housing Entity

* Street1: P.O. Box 250

Street2:

* City: Fort Duchesne

County:

* State: UT: Utah

* Zip Code: 84026-0250

* Country: USA: UNITED STATES

* Phone: 435-722-4656

2. Social Security Number or Employer ID Number: 87-0270331

* **3. HUD Program Name:**

Indian Community Development Block Grant Program

* **4. Amount of HUD Assistance Requested/Received:** \$ 900,000.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: UITDHE FY 2013 ICDBG Project

* Street1: 7700 E 800 S

Street2:

* City: Fort Duchesne

County:

* State: UT: Utah

* Zip Code: 84026-0250

* Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

☒ Yes ☐ No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR Sec. 4.9

☐ Yes ☒ No

If you answered " No " to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Form HUD-2880 (3/99)

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Form HUD-2880 (3/99)

Part III Interested Parties. You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For Individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)
			\$ %
			\$ %
			\$ %
			\$ %
			\$ %

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation. I certify that this information is true and complete.

* Signature:

* Date: (mm/dd/yyyy)

Emmett Duncan

03/18/2013

Form HUD-2880 (3/99)

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

*** 3. Date Received:**

03/18/2013

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Ute Indian Tribally Designated Housing Entity

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

87-0270331

*** c. Organizational DUNS:**

0272995230000

d. Address:

*** Street1:**

P.O. Box 250

Street2:

*** City:**

Fort Duchesne

County/Parish:

*** State:**

UT: Utah

Province:

*** Country:**

USA: UNITED STATES

* Zip / Postal Code: 84026-0250

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Emmett

Middle Name:

*** Last Name:**

Duncan

Suffix:

Sr.

Title: Executive Director

Organizational Affiliation:

Ute Indian Tribally Designated Housing Entity

* Telephone Number: 435-722-4656

Fax Number:

* Email: emmettd@utetribes.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

K: Indian/Native American Tribally Designated Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.862

CFDA Title:

Indian Community Development Block Grant Program

*** 12. Funding Opportunity Number:**

FR-5700-N-16

*** Title:**

Indian Community Development Block Grant (ICDBG) Program

13. Competition Identification Number:

ICDBG-16

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachments

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

UITDHE FY 2013 ICDBG Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):*** a. Federal * b. Applicant * c. State * d. Local * e. Other * f. Program Income * g. TOTAL *** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	UI13_Narrative.docx	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	UI13_TribalCouncilResolution	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	UI13_SampleHousingApplication	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	UI13_LocalIncomeLimits.docx	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	UI_CodeOfConduct.pdf	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	UI13_4125_ImpSchedule.pdf	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	UI13_ImpSchedAttachment.xlsx	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	UI13_4123_CostSummary.pdf	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	UI13_BoardResolution.pdf	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment