

**Automated  
Indian Housing Plan/Annual Performance Report  
Version 1.0**

The automated version of the IHP/APR simplifies the completion of the form by providing drop-down menus, check boxes, auto-filling data fields, columns and rows that total automatically, text fields that expand to accommodate narratives of any size, data quality checks, and other enhancements.

This version also features comment boxes that provide additional information on almost all elements of the form. Wherever there is a small red triangle in the corner of a cell, there is a comment box. Simply place the cursor over the cell with a red triangle and the comment box will appear. There is no requirement to read the comments, they are merely provided to make it easier to understand and complete the form. The comments were extracted from Program Guidance 2011- 07 (Revised Guidance for the Indian Housing Plan/Annual Performance Report).

For full functionality it is recommended that Excel 2007 or higher be used.

**Completing the Form**

Click the tabs at the bottom starting with "Section 1" and fill out all applicable information in the yellow or green fields. Yellow fields are the IHP and green fields are the APR. IHP fields will turn white when completed and APR fields will turn gray when completed. If any of the yellow or green fields don't apply, enter "N/A".

The tab for each section of the form will turn from red to blue once all the required fields in an IHP or APR are completed. If one or more fields in a tab are not completed, the tab will remain red. If this occurs, review all the fields and identify where information or data still needs to be entered. Once all the fields are completed, the tab will turn blue. In the tables, enter a 0 (zero) if there are no units or dollar amounts for that cell; otherwise, the tab will not turn from red to blue.

Once a text field is completed it is necessary to click anywhere outside the field in order for the text to be accepted. If pasting text from a Word document into a text field, it is necessary to click in the text field before pasting. Use the scroll bar to navigate through a section, rather than the Enter key.

**Section 3 (Program Descriptions) Instructions**

Fill out all the information for the first program that plans to use IHBG funds. To fill out and describe additional programs, click the "Add New Program" button. This will create an additional tab for the new program, and the new tab will be identified as 3.2., 3.3, etc. To delete a program, click the "Remove THIS Program" button, and the program tab will be deleted. The addition of a new program in Section 3 will automatically create a new row for the program in Line 3 (Uses of Funding) of Section 5. Similarly, the deletion of a program in Section 3 will automatically delete the row in Line 3.

**Section 5 (Budgets) and Section 11 (Inspections) Data Quality Assurance**

Line 3 (Uses of Funding) has several instances where data must not exceed data provided in Line 2 ( Sources of Funding). For example, it is not possible to expend more IHBG funds than are budgeted. If there is a data mismatch, the corresponding cell in the "TOTAL" row of Line 3 will turn red. Correct the data in the table(s) until the cell is no longer red and becomes purple.

In Section 11 (Inspections) if the number of housing units inspected exceeds the number of housing units, the cell(s) in the "Total Number of Units Inspected" column will turn red. Correct the data until the cell(s) becomes blue.

**Saving the Form**

The automated form contains macros that must be enabled in order for the form to be fully functional. To retain the macros, select "Save As" in the Office Button and select "Excel Macro-Enabled Workbook." This step only needs to be done when first saving the form, subsequent saves will automatically retain the macros.

**Printing the Form**

In addition to retaining an electronic version of the automated form, it is possible to retain a hard copy for filing. To print all sections of the form, select "Print" in the Office Button and check "Entire Workbook" in the "Print What" portion of the Print window. To print a specific section of the form, select "Print" in the Office Button and check "All" in the "Print Range" portion of the Print window.

**Submitting the Form**

Once the automated IHP or APR is completed, it may be submitted to your Area Office of Native American Programs as an email attachment or sent by fax or regular mail. It is recommended that the form be submitted as an email attachment in order for the form to retain its automated capabilities.

To document official signatures, print and sign hard copies of the pages that require signatures, and send the signed pages as an email attachment or by fax or regular mail. The sections of the IHP that require the signature of the authorized official are Sections 1 and 8, and

Sections 15 and 16, if applicable. For the APR, Section 1 requires an official signature.

## General Instructions

### Timing and Format of Submissions

To receive an IHBG, a recipient must submit a One-Year IHP, as required by NAHASDA Section 101(b)(1). Recipient programs that are fully or partially funded by IHBG, IHBG program income, or Title VI must be included in the IHP. The recipient is required to submit the IHP to HUD at least 75 days prior to the start of its 12-month program year, as required by NAHASDA Section 102(a)(1)(A). When filling out the IHP, the recipient should leave blank the grey sections that represent the APR.

At the end of the recipient's program year, the recipient will complete the APR by opening the IHP file (if the IHP has been updated or amended, use the most recent (i.e., last version) and enter the APR data for that applicable 12-month program year in the appropriate grey colored sections). The APR has been designed to track the programs and the 12-month tasks outlined in the One-Year IHP. The APR describes annual accomplishments and shows the progress made toward planned eligible activities, intended outcomes, and programs. At a minimum, the APR text must describe the results of IHBG, IHBG program income, and Title VI expenditures, as applicable. Recipient programs that are partially funded by IHBG, IHBG program income, or Title VI must be included in the APR. If the recipient wishes to report on programs funded by other sources, it may do so.

### Twelve-Month Approach

This IHP and APR form represents a new approach to planning and tracking annual expenditures. In the past, IHPs and APRs were exclusively tied to each federal funding award, and the recipient was required to have an IHP and an APR for each open federal grant. The new approach ties planning and reporting to the recipient's 12-month program year. Thus, each recipient submits one IHP each year that covers the activities it plans to undertake during its upcoming 12-month program year, including any uncompleted activities carried over from a prior year plan.

The IHP must be postmarked no later than 75 days before the beginning of the recipient's program year. If the deadline date falls on a Saturday or Sunday, the postmark date must be the following Monday. The IHP also can be faxed or sent electronically to the Area ONAP. Title I, Section 101(b)(2) of NAHASDA, provides authority for HUD to waive the submission requirements of Section 101(b)(1) for up to 90 days. Requests for waivers of the deadline for IHP submission should be submitted to the recipient's Area ONAP. The waiver request can be submitted at any time before or after the IHP submission deadline; however, an extension may only be granted for up to 90 days after the original deadline.

The Federal Fiscal Year (FFY) is always October 1 to September 30, and is always in advance of the calendar year. For example, FFY 2013 starts on October 1, 2012, and ends on September 30, 2013.

The recipient's program year for 2013 could start on October 1, 2012, January 1, 2013, April 1, 2013, or July 1, 2013. If the recipient follows the guidance above, the due date of the IHP will depend on the recipient's chosen program year (PY). For example:

<u>FFY 2013</u>	<u>Recipient PY</u>	<u>IHP Due Date (75 calendar days prior to start of PY)</u>
Oct. 1, 2012 – Sept. 30, 2013	October 1 – September 30	July 18, 2012
	January 1 – December 31	October 18, 2012
	April 1 – March 31	January 18, 2013
	July 1 – June 30	April 17, 2013

In some federal funding years, the U.S. Congress does not appropriate funds until well into the FFY. For example, even though the FFY starts on October 1, it is not uncommon to have the IHBG appropriation occur in January. Thus, the recipient may not know its final IHBG grant amount until January. To address these instances, HUD runs a draft of the IHBG formula using the anticipated level of funding, and sends this information to the recipient using the Formula Response Form.

If the final appropriation is unknown at the time the IHP is due, the recipient may base its IHP budget on this estimated IHBG amount or the previous year's IHBG amount. When the final appropriation is known, the recipient should update the IHP in its files to include the final amount. For any recipient whose IHP has already been found in compliance, once the final budget appropriation is available, the Area ONAP will automatically process the grant agreement and send it to the recipient.

If the recipient adds a new activity or reduces its support for 1937 Act housing, it must submit an IHP amendment using the form provided in Section 16 of the IHP. If the recipient does not add a new activity or reduce its support for 1937 Act housing, then any other changes can be reflected in the APR submission and the revised IHP should NOT be sent to the Area ONAP.

Advance funding is not available to the recipient unless and until HUD publishes an advance funding Notice for that fiscal year. So, the recipient can access advance funding after a Notice has been published by HUD, it has submitted an IHP, and HUD has determined the IHP to be in compliance. In order to take advantage of this flexibility, the recipient's authorizing official must submit a written request to HUD.

The APR is due to the Area ONAP no later than 90 calendar days after the end of the recipient's program year. The APR must describe the activities and expenses from the previous 12-month program year. The APR is designed to track to the IHP sections so that

describe the activities and expenses from the previous 12-month program year. The APR is designed to track to the IHP sections so that the recipient can easily report on progress toward IHP eligible activities.

The recipient is required to submit its IHP and APR data using the completed IHP and APR form (form HUD-52737). However, the recipient is welcome to expand beyond the IHP and APR form and submit additional data. This data may be presented in the form of text, charts, tables, maps, etc. The recipient may choose to submit this additional data to HUD, or use it solely for its own local purposes.

Recipients with additional questions about the IHP/APR form should contact their Area Office of Native American Programs (Area ONAP).

Public reporting burden for the collection of information is estimated to average 62 hours, 25 hours for the IHP and 37 hours for the APR. This includes the time for collecting, reviewing, and reporting the data. The IHP data is used to verify that planned activities are eligible, expenditures are reasonable, and recipient certifies compliance with related requirements. The APR data is used to audit the program accurately and monitor recipient

## SECTION 1: COVER PAGE

(1) Grant Number: 55IT531880

(2) Recipient Program Year: 1/1 - 12/31

(3) Federal Fiscal Year: October 1, 2013 through September 30, 2014

Initial Plan (Complete this Section then proceed to Section 2)

Amended Plan (Complete this Section, Section 8 if applicable, and

Annual Performance Report (Complete Items 27-30 and proceed to Section 3)

Tribe

TDHE

<b>(9) Name of Recipient:</b> Sauk-Suiattle Indian Tribe		
<b>(10) Contact Person:</b> Adrienne Smallwood		
<b>(11) Telephone Number with Area Code:</b> (360) 436-0131		
<b>(12) Mailing Address:</b> 5318 Chief Brown Lane		
<b>(13) City:</b> Darrington	<b>(14) State:</b> WA	<b>(15) Zip Code:</b> 98241
<b>(16) Fax Number with Area Code (if available):</b> (360) 436-2847		
<b>(17) Email Address (if available):</b> asmallwood@sauk-suiattle.com		
<b>(18) If TDHE, List Tribes Below:</b>  		
<b>(19) Tax Identification Number:</b>		91-0961478
<b>(20) DUNS Number:</b>		178056743
<b>(21) CCR/SAM Expiration Date:</b>		January 3, 2014

(22) IHBG Fiscal Year Formula Amount:	\$398,655
(23) Name of Authorized IHP Submitter:	Norma A. Joseph
(24) Title of Authorized IHP Submitter:	Chairman
(25) Signature of Authorized IHP Submitter:	<i>Norma A. Joseph</i>
(26) IHP Submission Date:	10/17/13
(27) Name of Authorized APR Submitter:	<i>Norma A. Joseph</i>
(28) Title of Authorized APR Submitter:	CHAIRMAN
(29) Signature of Authorized APR Submitter:	NORMA A JOSEPH
(30) APR Submission Date:	4/29/15

**Certification:** The information contained in this document is accurate and reflects the activities actually planned or accomplished during the program year. Activities planned and accomplished are eligible under applicable statutes and regulations.

**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 disclosure of information, including intentional disclosure, is subject to a civil money penalty not to exceed \$10,000 for each violation.

# ONE YEAR PLAN & ANNUAL PERFORMANCE REPORT

## SECTION 2: HOUSING NEEDS

NAHASDA § 102(b)(2)(B)

**(1) Type of Need:** Check the appropriate box(es) below to describe the estimated types of housing needs and the need for other assistance for low-income Indian families (column B) and all Indian families (column C) inside and outside the jurisdiction.

(A) Type of Need	Check All That Apply	
	(B) Low-Income Indian Families	(C) All Indian Families
(1) Overcrowded Households	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Renters Who Wish to Become Owners	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(3) Substandard Units Needing Rehabilitation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(4) Homeless Households	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(5) Households Needing Affordable Rental Units	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(6) College Student Housing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(7) Disabled Households Needing Accessibility	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(8) Units Needing Energy Efficiency Upgrades	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(9) Infrastructure to Support Housing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(10) Other (specify below)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**(2) Other Needs.** *(Describe the "Other" needs below. Note: this text is optional for all needs except "Other.")*:

Garage/Storage facility in support of tribal housing maintenance activities.

**(3) Planned Program Benefits.** *(Describe below how your planned programs and activities will address the needs of low income families identified above. Also describe how your planned programs will address the various types of housing assistance needs. NAHASDA § 102(b)(2)(B)):*

The Sauk-Suiattle Indian Tribe offers several housing programs to meet the needs of low-income Native American families within the Tribes jurisdiction. The Homeownership Program (Mutual Help) provides eligible, Native American families the opportunity for homeownership. Affordability is increased by charging families 15% of their monthly adjusted income. The Rental Program provides low income, Native American families affordable rents by charging 20% of the families monthly adjusted income. On-going maintenance and energy efficiency upgrades are provided by the Housing Department to ensure homes are decent, safe, and sanitary.

The Tenant Based Rental Assistance Program provides low-income, Native American families rental assistance at a rate calculated at 30% of the families monthly adjusted income. The Tribe has a limited land base where additional housing cannot be developed; therefore, the need for off reservation housing is in high demand. The Tenant Based Rental Assistance Program also addresses the need for college student housing, as well as, working families who are in need of housing assistance near their jobs in other area of the Tribes service area.

The Home Repair Program offers low-income, enrolled tribal members with privately owned homes the opportunity to obtain resources for needed repairs/rehabilitation of their homes. The program will meet the needs of families who are in need of rehabilitation or repairs of their home to alleviate hazards to life, health, safety, and/or overcrowding issues, deterioration of the home, as well as, address the need for making homes accessible to persons with disabilities.

The Sauk-Suiattle Indian Tribe reliance on tribal funds are limited. The cost to build, decent, safe, and sanitary housing are insufficient to the demand on housing. More funds are needed to not only build new homes, but to provide definite rehabilitation to the existing homebuyers and rental units for Sauk-Suiattle Tribal members.

As the Housing Program continues to offer services a growing need for a garage/storage facility has surfaced. The importance of maintaining tools and supply/inventory is a daily challenge with the limited space that we currently have. A garage/storage facility will allow for the department to maintain inventory in a much more organized, efficient manner to fit the needs of the Housing Department maintenance program.

**(4) Geographic Distribution.** *(Describe below how the assistance will be distributed throughout the geographic area and how this geographic distribution is consistent with the needs of low income families. NAHASDA § 102(b)(2)(B)(i)):*

The Sauk-Suiattle Indian Tribe Housing Programs include Homebuyer, Rental, Tenant Based Rental Assistance, and Home Repair Program which include the service area of Skagit, Snohomish, King, and Pierce Counties. Due to the limited land base and a lack of housing available within the reservation boundaries of the Sauk-Suiattle Indian Tribe, families are driven to find employment or educational opportunities within the four county service area; therefore, a need for housing in the surrounding areas is increasing. The Tenant Based Rental Assistance Program provides rental assistance to low-income families within the service area which accommodates the need for affordable housing outside the Sauk-Suiattle Indian Tribe reservation. The Housing Program waiting lists indicate a majority of the applicants are facing on-going issues such as being, rent burdened (paying more than 50% of their income towards rent), overcrowded, living in substandard housing conditions, or homeless which as a result establishes the need to offer affordable housing opportunities.

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in the table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

#### Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<b>1.1. Program Name and Unique Identifier:</b>	<b>2014-1 Homeownership Program</b>
<b>1.2. Program Description (This should be the description of the planned program.):</b>	
<p>The Homeownership Program offers eligible, enrolled tribal members the opportunity for homeownership within the Tribes reservation lands. Affordability is increased by charging families 15% of their monthly adjusted income, less a utility allowance which varies according to unit size. In an effort to assist in the difficult economic changes, the Sauk-Suiattle Indian Tribe made changes to the Housing Policies increasing the deductions offered when computing the family's payment. The Sauk-Suiattle Indian Tribe has long term contracts (i.e. Mutual Help and Occupancy Agreements) with existing homebuyers; and plans to continue the program keeping with the goal of the enrolled tribal member, to achieve homeownership.</p>	
<b>1.3. Eligible Activity Number (Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</b>	<b>1</b>
<b>1.4. Intended Outcome Number (Select one outcome from the Outcome list. Each program can have only one outcome. If more than one outcome applies, create a separate program for each outcome.):</b>	<b>2</b>
<b>Describe Other Intended Outcome (Only if you selected "Other" above):</b>  	
<b>1.5. Actual Outcome Number (In the APR identify the actual outcome from the Outcome list.):</b>	<b>2</b>
<b>Describe Other Actual Outcome (Only if you selected "Other" in above):</b>  	
<b>1.6. Who Will Be Assisted (Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</b>	
Eligible, enrolled Tribal members.	
<b>1.7. Types and Level of Assistance (Describe the types and the level of assistance that will be provided to each household, as applicable.):</b>	

The type of assistance is affordable housing accessible to the tribal members and the amount of assistance is lower house payments based on 15% of the family's monthly adjusted income.

**1.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

During the twelve month program year, the Homebuyer program consisted of ten homes, throughout the year two homes were converted to a rental unit and one home is in the environmental review phase prior to demolition due to the home being deemed an imminent threat to the health and safety of the family. House payments were calculated based on 15% of the families monthly adjusted income, creating an affordable housing opportunity for eligible tribal members.

**1.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of Units to be Completed in Year Under this Program	Planned Number of Households To Be Served in Year Under this Program	Planned Number of Acres To Be Purchased in Year Under this Program
10		
APR: Actual Number of Units Completed in Program Year	APR: Actual Number of Households Served in Program Year	APR: Actual Number of Acres Purchased in Program Year
10		

**1.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

#### Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
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(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
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Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>2.1. Program Name and Unique Identifier:</b></p>	<p>2014-2 Modernization of 1937 Act Housing</p>
<p><b>2.2. Program Description</b> (<i>This should be the description of the planned program.</i>):</p> <p>The Sauk-Suiattle Indian Tribe Housing Department plans to continue addressing existing problems related to rehabilitation needs such as siding, energy efficiency, and accessibility for mobility impaired with the housing units at Chief Brown Lane. Annual housing inspections are conducted to determine necessary repairs/rehabilitation needs. The Tribe will continue to work with Skagit County Housing to assist in weatherization of the '37 Act units.</p>	
<p><b>2.3. Eligible Activity Number</b> (<i>Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.</i>):</p>	<p>1</p>
<p><b>2.4. Intended Outcome Number</b> (<i>Select one outcome from the Outcome list.</i>):</p>	<p>3</p>
<p><b>Describe Other Intended Outcome</b> (Only if you selected "Other" above):</p>	
<p><b>2.5. Actual Outcome Number</b> (<i>In the APR identify the actual outcome from the Outcome list.</i>):</p>	
<p>3</p>	
<p><b>Describe Other Actual Outcome</b> (Only if you selected "Other" above):</p>	
<p><b>2.6. Who Will Be Assisted</b> (<i>Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.</i>):</p>	
<p>Eligible, enrolled tribal members whose incomes are at or below 80% of the median.</p>	
<p><b>2.7. Types and Level of Assistance</b> (<i>Describe the types and the level of assistance that will be provided to each household, as applicable.</i>):</p>	
<p>The type of assistance provided is weatherization, rehabilitation and the implementation of an annual maintenance schedule.</p>	

**2.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

The SSIT Housing Department continued to conduct annual housing inspections to assess repair and rehabilitation needs and is implementing an annual preventive maintenance schedule in an effort to improve the quality of the homes. The SSIT Housing Department plans to use the assessment in an effort to schedule the necessary rehabilitation work on the 1937 Act homes.

**2.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of <b>Units</b> to be Completed in Year Under this Program	Planned Number of <b>Households</b> To Be Served in Year Under this Program	Planned Number of <b>Acres</b> To Be Purchased in Year Under this Program
11		
APR: Actual Number of <b>Units</b> Completed in Program Year	APR: Actual Number of <b>Households</b> Served in Program Year	APR: Actual Number of <b>Acres</b> Purchased in Program Year
10		

**2.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>3.1. Program Name and Unique Identifier:</b></p>	<p><b>2014-3 Rental Housing Program</b></p>
<p><b>3.2. Program Description</b> <i>(This should be the description of the planned program.):</i></p> <p>The Rental Housing Program consists of nine single-family units and offers low-income, Native American families the opportunity for affordable housing. Participants are charged 20% of their monthly adjusted income, less a utility allowance in the calculation of their rental payments. The Sauk-Suiattle Indian Tribe has increased the affordability by revising the Housing Policies to allow for an increase in the deduction amounts offered when computing the families monthly rent amount. The Housing Department will conduct initial move-in, move-out, emergency and annual housing inspections and will provide routine and periodic maintenance, as well as, perform emergency and preventive maintenance as necessary.</p>	
<p><b>3.3. Eligible Activity Number</b> <i>(Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</i></p>	<p>19</p>
<p><b>3.4. Intended Outcome Number</b> <i>(Select one outcome from the Outcome list.):</i></p>	<p>7</p>
<p><b>Describe Other Intended Outcome</b> <i>(Only if you selected "Other" above):</i></p>	
<p><b>3.5. Actual Outcome Number</b> <i>(In the APR identify the actual outcome from the Outcome list.):</i></p>	<p>7</p>
<p><b>Describe Other Actual Outcome</b> <i>(Only if you selected "Other" above):</i></p>	
<p><b>3.6. Who Will Be Assisted</b> <i>(Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</i></p> <p>Eligible, enrolled tribal members whose incomes are at or below 80% of the median.</p>	
<p><b>3.7. Types and Level of Assistance</b> <i>(Describe the types and the level of assistance that will be provided to each household, as applicable.):</i></p>	

The type of assistance is affordable rents, calculated at 20% of the families monthly adjusted income, as well as, management, on-going maintenance, and rehabilitation services to the rental homes.

**3.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

Ten eligible families were assisted through the Rental Housing Program. Two homebuyer units were converted to rental homes creating a total of ten. All families were charged a low rent, calculated at 20% of their monthly adjusted income. Annual Recertifications were completed and annual housing inspections were conducted.

**3.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of Units to be Completed in Year Under this Program	Planned Number of Households To Be Served in Year Under this Program	Planned Number of Acres To Be Purchased in Year Under this Program
	9	
APR: Actual Number of Units Completed in Program Year	APR: Actual Number of Households Served in Program Year	APR: Actual Number of Acres Purchased in Program Year
	10	

**3.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

#### Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>4.1. Program Name and Unique Identifier:</b></p>	<p><b>2014-4 Tenant Based Rental Assistance Program</b></p>
<p><b>4.2. Program Description (This should be the description of the planned program.):</b></p> <p>The Tenant Based Rental Assistance Program offers rental assistance to eligible, Native American, low-income families within the Tribe's service area. Families pay 30% of their monthly adjusted income, less a utility allowance towards their portion of the rent while the Housing Department subsidizes the remaining amount of their rent through a monthly housing assistance payment to the landlord/owner. This program accomodates families that need housing assistance outside of the Sauk-Suiattle Indian Tribe reservation boundaries, many tribal members re-locate due to the limited number of homes available or those that are seeking employment or educational opportunities in a less rural area.</p>	
<p><b>4.3. Eligible Activity Number (Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</b></p>	<p>17</p>
<p><b>4.4. Intended Outcome Number (Select one outcome from the Outcome list.):</b></p>	<p>6</p>
<p><b>Describe Other Intended Outcome (Only if you selected "Other" above):</b></p>	
<p><b>4.5. Actual Outcome Number (In the APR identify the actual outcome from the Outcome list.):</b></p>	<p>6</p>
<p><b>Describe Other Actual Outcome (Only if you selected "Other" above):</b></p>	
<p><b>4.6. Who Will Be Assisted (Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</b></p> <p>Eligible, Native American families whose incomes are at or below 80% of the median.</p>	
<p><b>4.7. Types and Level of Assistance (Describe the types and the level of assistance that will be provided to each household, as applicable.):</b></p>	

The type of assistance is rental assistance payments paid directly to landlords to reduce the rent burden on low-income, Native American families. Participants pay 30% of their monthly adjusted income, less a utility allowance towards their portion of rent.

**4.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

During the twelve month program year the Tenant Based Rental Assistance Program assisted seven eligible families with rental subsidies. The tenants rent portion was calculated based on 30% of their monthly adjusted income, the SSIT Housing Program subsidized the remainder of the rent, reducing the rent burden on low-income families while creating an affordable housing opportunity within the tribes service area.

**4.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of <b>Units</b> to be Completed in Year Under this Program	Planned Number of <b>Households</b> To Be Served in Year Under this Program	Planned Number of <b>Acres</b> To Be Purchased in Year Under this Program
	10	
APR: Actual Number of <b>Units</b> Completed in Program Year	APR: Actual Number of <b>Households</b> Served in Program Year	APR: Actual Number of <b>Acres</b> Purchased in Program Year
	7	

**4.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

#### Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>5.1. Program Name and Unique Identifier:</b></p>	<p>2014-5 Home Repair Program</p>
<p><b>5.2. Program Description (This should be the description of the planned program.):</b></p> <p>The Home Repair Program is assistance provided through a loan to low-income, tribal members who are in need of repairs or rehabilitation services to alleviate a hazard to life, health, safety, or overcrowding issues for privately owned homes that are owned and occupied by enrolled tribal members. Individuals and families who apply for assistance will be required to meet eligibility standards established by the Tribe. Payments for services are made directly to the vendor or contractor providing the service(s). The loan is amortized over a ten-year period and is subject to payment of the balance in full if the homeowner sells or transfers title to the home.</p>	
<p><b>5.3. Eligible Activity Number (Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</b></p>	<p>16</p>
<p><b>5.4. Intended Outcome Number (Select one outcome from the Outcome list.):</b></p>	<p>3</p>
<p><b>Describe Other Intended Outcome (Only if you selected "Other" above):</b></p>	
<p><b>5.5. Actual Outcome Number (In the APR identify the actual outcome from the Outcome list.):</b></p>	<p>3</p>
<p><b>Describe Other Actual Outcome (Only if you selected "Other" above):</b></p>	
<p><b>5.6. Who Will Be Assisted (Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</b></p> <p>Eligible, enrolled tribal members whose incomes are at or below 80% of the median.</p>	
<p><b>5.7. Types and Level of Assistance (Describe the types and the level of assistance that will be provided to each household, as applicable.):</b></p>	

The type of assistance is a loan to eligible, enrolled tribal members for repairs or rehabilitation of their privately owned home to alleviate a hazard to life, health, safety, overcrowding, accessibility for persons with disabilities, and prevention of deterioration of the home. The loan is amortized over a ten-year period and is subject to full payment of the balance if the homeowner sells or transfers title to the home.

**5.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

The SSIT Housing Department received applications for the Home Repair Loan Program; however, the applicants were not eligible based on the policy requirements. The SSIT Housing Department will continue to accept applications and serve the next eligible applicants.

**5.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of Units to be Completed in Year Under this Program	Planned Number of Households To Be Served in Year Under this Program	Planned Number of Acres To Be Purchased in Year Under this Program
2		
APR: Actual Number of Units Completed in Program Year	APR: Actual Number of Households Served in Program Year	APR: Actual Number of Acres Purchased in Program Year
0		

**5.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

SSIT applicants were ineligible according to SSIT policies, the SSIT Housing Department will continue to accept applications and serve the next eligible applicants.

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>6.1. Program Name and Unique Identifier:</b></p>	<p>2014-6 Rehabilitation of Rental Housing</p>
<p><b>6.2. Program Description</b> <i>(This should be the description of the planned program.):</i></p> <p>Continue to provide rehabilitation services to the Price Street rental homes, as needed. As homes become vacant, rehabilitation efforts to bring homes to a standard condition are being provided. Also, due to the age and deteriorating factors of the homes much work such as upgrades to roofs, siding, plumbing and electrical is needed to provide decent, safe, and sanitary homes.</p>	
<p><b>6.3. Eligible Activity Number</b> <i>(Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</i></p>	<p>5</p>
<p><b>6.4. Intended Outcome Number</b> <i>(Select one outcome from the Outcome list.):</i></p>	<p>3</p>
<p><b>Describe Other Intended Outcome</b> <i>(Only if you selected "Other" above):</i></p>	
<p><b>6.5. Actual Outcome Number</b> <i>(In the APR identify the actual outcome from the Outcome list.):</i></p>	<p>3</p>
<p><b>Describe Other Actual Outcome</b> <i>(Only if you selected "Other" above):</i></p>	
<p><b>6.6. Who Will Be Assisted</b> <i>(Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</i></p> <p>Eligible, enrolled tribal members whose incomes are at or below 80% of the median.</p>	
<p><b>6.7. Types and Level of Assistance</b> <i>(Describe the types and the level of assistance that will be provided to each household, as applicable.):</i></p> <p>The type of assistance is preventive maintenance and rehabilitation services to the Price Street Rental Homes. The level of assistance is determined based on cost, budgetary factors focusing on the ability to address as many of the rental home repair needs, based on priority of repair type provided by Housing Department Maintenance Staff or professional service contractors.</p>	

**6.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

The SSIT Housing Department conducted annual housing inspections in order to assess the repairs & rehabilitation needs of the rental homes. Routine and preventive maintenance work orders were completed addressing deficiencies in an effort to bring the homes in compliance with housing quality standard inspection requirements. Four unit turn overs, as well as, annual chimney cleaning/inspections, and one chimney liner/unit replacement was completed. The SSIT Housing Department plans to continue addressing the maintenance and rehabilitation needs for the rental homes.

**6.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of Units to be Completed in Year Under this Program	Planned Number of Households To Be Served in Year Under this Program	Planned Number of Acres To Be Purchased in Year Under this Program
9		
APR: Actual Number of Units Completed in Program Year	APR: Actual Number of Households Served in Program Year	APR: Actual Number of Acres Purchased in Program Year
9		

**6.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

### SECTION 3: PROGRAM DESCRIPTIONS

NAHASDA §§ 102(b)(2)(A), 233(a), 235(c), 404(b); 24 CFR §1000.512

#### Planning and Reporting Program Year Activities

For the IHP, the purpose of this section is to describe each program that will be operating during the 12-month program year. Each program must include the eligible activity, its planned outputs, intended outcome, who will be assisted, and types and levels of assistance. Each of the eligible activities has a specific, measurable output. The first column in table below lists all eligible activities, the second column identifies the output measure for each eligible activity, and the third column identifies when to consider an output as completed for each eligible activity. Copy and paste text boxes 1.1 through 1.10 as often as needed so that all of your planned programs are included.

For the APR, the purpose of this section is to describe your accomplishments, actual outputs, actual outcomes, and any reasons for delays.

#### Eligible Activity May Include (citations below all reference sections in NAHASDA):

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed

(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

**Outcome May Include:**

(1) Reduce over-crowding	(7) Create new affordable rental units
(2) Assist renters to become homeowners	(8) Assist affordable housing for college students
(3) Improve quality of substandard units	(9) Provide accessibility for disabled/elderly persons
(4) Improve quality of existing infrastructure	(10) Improve energy efficiency
(5) Address homelessness	(11) Reduction in crime reports
(6) Assist affordable housing for low income households	(12) Other – must provide description in boxes 1.4 (IHP) and 1.5 (APR) below

**IHP: PLANNED PROGRAM YEAR ACTIVITIES (NAHASDA § 102(b)(2)(A))**

For each planned activity, complete all the non-shaded sections below. It is recommended that for each program name you assign a unique identifier to help distinguish individual programs. This unique number can be any number of your choosing, but it should be simple and clear so that you and HUD can track tasks and results under the program and collect appropriate file documentation tied to this program.

- One way to number your programs is chronologically. For example, you could number your programs 2011-1, 2011-2, 2011-3 etc.
- Or, you may wish to number the programs based on type. For example rental 1, rental 2, homebuyer1,

homebuyer 2 etc. This type of numbering system might be appropriate if you have many programs that last over several years.

- Finally, you may wish to use an outline style of numbering. For example, all programs under your first eligible activity would start with the number 1 and then be consecutively numbered as 1.1, 1.2, 1.3 etc. The programs under the second eligible activity would be numbered as 2.1, 2.2, 2.3 etc.

**APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))**

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

<p><b>7.1. Program Name and Unique Identifier:</b></p>	<p>2014-7 Model Activity- Maintenance/Garage Facility</p>
<p><b>7.2. Program Description (This should be the description of the planned program.):</b></p>	
<p>Construct Housing Department Maintenance/Garage Storage Facility for the purpose of maintaining tools and inventory for carrying out Housing Maintenance activities.</p>	
<p><b>7.3. Eligible Activity Number (Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):</b></p>	<p>22</p>
<p><b>7.4. Intended Outcome Number (Select one outcome from the Outcome list.):</b></p>	<p>12</p>
<p><b>Describe Other Intended Outcome (Only if you selected "Other" above):</b></p>	
<p>The Housing Department is in need of adequate storage space in order to maintain inventory and supplies for the use of carrying out Housing Maintenance projects and activities. By having the necessary stock of standard materials on hand from day to day will help alleviate delays in project work due to the lack of timely material deliveries and the cost of travel time to purchase needed supplies/materials.</p>	
<p><b>7.5. Actual Outcome Number (In the APR identify the actual outcome from the Outcome list.):</b></p>	<p>12</p>
<p><b>Describe Other Actual Outcome (Only if you selected "Other" above):</b></p>	
<p>Planning phase complete.</p>	
<p><b>7.6. Who Will Be Assisted (Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a <u>separate</u> program within this section.):</b></p>	
<p>Sauk-Suiattle Indian Tribe Housing Department employees who carry out activities that serve eligible, enrolled tribal members whose incomes are at or below 80% of the median.</p>	
<p><b>7.7. Types and Level of Assistance (Describe the types and the level of assistance that will be provided to each household, as applicable.):</b></p>	

Maintaining inventory of supplies and tools in an organizational and timely manner will assist the Housing Maintenance Department staff in providing preventive maintenance, repairs, and rehabilitation services to the Price Street rentals and 1937 Act homes, level of assistance depends on work performed.

**7.8. APR: Describe the accomplishments for the APR in the 12-month program year.**

The environmental review is in process and is near completion.

**7.9: Planned and Actual Outputs for 12-Month Program Year**

Planned Number of Units to be Completed in Year Under this Program	Planned Number of Households To Be Served in Year Under this Program	Planned Number of Acres To Be Purchased in Year Under this Program
	19	
APR: Actual Number of Units Completed in Program Year	APR: Actual Number of Households Served in Program Year	APR: Actual Number of Acres Purchased in Program Year
	0	

**7.10: APR: If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))**

The environmental review is in process and is not yet completed.

## SECTION 4: MAINTAINING 1937 ACT UNITS, DEMOLITION, AND DISPOSITION

NAHASDA §§ 102(b)(2)(A)(v), 102(b)(2)(A)(iv)(I-III)

**(1) Maintaining 1937 Act Units (NAHASDA § 102(b)(2)(A)(v))** *(Describe specifically how you will maintain and operate your 1937 Act housing units in order to ensure that these units will remain viable.)*

The Sauk-Suiattle Indian Tribe Housing Department shall maintain the 1937 Act Housing in accordance with the agreements, regulations and housing standards. Evaluation of the condition of the homes will be conducted through annual inspections to ensure the homes are decent, safe and sanitary.

The Sauk-Suiattle Indian Tribe Housing Department will ensure viability of housing previously developed and currently under management through a systematic process consisting of at least annual inspections and other inspections as needed, an automated work order system; follow-up and counseling; and strict enforcement of lease and contract obligations. The SSIT will rely on the Housing Department maintenance staff to perform much of the routine maintenance work and larger more complex projects will be contracted out in accordance with the SSIT Procurement Policy.

The SSIT Housing Department plans to continue addressing existing problems with the homes at Chief Brown Lane. There are many deficiencies, as the homes are aging and not enough funds to provide the necessary work that need attention, such as, plumbing, electrical, roof, siding, as well as, handi-cap accessibility for tribal elders. The focus is geared towards adequate energy efficiency, safe and sound housing units that will make the conditions better for the families.

**(2) Demolition and Disposition (NAHASDA § 102(b)(2)(A)(iv)(I-III), 24 CFR 1000.134)** *(Describe any planned demolition or disposition of 1937 Act housing units. Be certain to include the timetable for any planned demolition or disposition.)*

The Sauk-Suiattle Indian Tribe is in the preliminary stages of demolishing an existing unit owned and operated under the SSIT Housing Department. This is a Mutual Help home and has severe mold and dry rot issues. A professional inspector and lab testing results have brought the Tribe to the conclusion of proceeding with the Notice of Intent to HUD to initiate the approval process for demolition, as well as, begin the necessary environmental review requirements.

**SECTION 5: BUDGETS**  
NAHASDA §§ 102(b)(2)(C), 404(b)

(1) Sources of Funding (NAHASDA § 102(b)(2)(C)(i)) (Complete the non-shaded portions of the chart below to describe your estimated or anticipated sources of funding for the 12-month program year. APR Actual Sources of Funding -- Please complete the shaded portions of the chart below to describe your actual funds received. Only report on funds actually received and under a grant agreement or other binding commitment during the 12-month program year.)

SOURCE	IHP				APR				(K) Actual unexpended funds obligated but not expended at end of 12-month program year		
	(A) Estimated amount on hand at beginning of program year	(B) Estimated amount to be received during 12-month program year	(C) Estimated total sources of funds (A+B)	(D) Estimated funds to be expended during 12-month program year	(E) Estimated unexpended funds remaining at end of program year (C-D)	(F) Actual amount on hand at beginning of program year	(G) Actual amount received during 12-month program year	(H) Actual total sources of funding (F+G)		(I) Actual funds expended during 12-month program year	(J) Actual unexpended funds remaining at end of 12-month program year (H-I)
1. IHBG Funds	\$259,722	\$398,655	\$658,377	\$563,231	\$95,146	\$185,010	\$408,779	\$594,788	\$394,302	\$200,487	\$200,437
2. IHBG Program Income			\$0		\$0	\$0	\$43,623	\$43,623		\$0	\$0
3. Title VI			\$0		\$0					\$0	
4. Title VI Program Income			\$0		\$0					\$0	
5. 1937 Act Operating Reserves			\$0		\$0					\$0	
6. Carry Over 1937 Act Funds			\$0		\$0					\$0	
LEVERAGED FUNDS											
7. ICDBG Funds			\$0		\$0					\$0	
8. Other Federal Funds			\$0		\$0					\$0	
9. LIHTC			\$0		\$0					\$0	
10. Non-Federal Funds	\$0	\$19,000	\$19,000	\$19,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

TOTAL	\$259,722	\$417,655	\$677,377	\$582,231	\$95,146	\$185,010	\$453,402	\$638,411	\$437,925	\$200,486	\$200,437
TOTAL Columns C & H, 2 through 10			\$19,000					\$43,623			

**Notes:**

a. For the IHP, fill in columns A, B, C, D, and E (non-shaded columns). For the APR, fill in columns F, G, H, I, J, and K (shaded columns).

b. Total of Column D should match the total of Column N from the Uses of Funding table below.

c. Total of Column I should match the Total of Column Q from the Uses of Funding table below.

d. For the IHP, describe any estimated leverage in Line 3 below (Estimated Sources or Uses of Funding table). For the APR, describe actual leverage in Line 4 below.

(2) Uses of Funding (NAHASDA § 102(b)(2)(C)(ii)) (Note that the budget should not exceed the total funds on hand (Column C) and insert as many rows as needed to include all the programs identified in Section 3. Actual expenditures in the APR section are for the 12-month program year.)

PROGRAM NAME	IHP			APR		
	(L) Prior and current year IHBG (only) funds to be expended in 12- month program year	(M) Total all other funds to be expended in 12- month program year	(N) Total funds to be expended in 12-month program year (L+M)	(O) Total IHBG (only) funds expended in 12-month program year	(P) Total all other funds expended in 12-month program year	(Q) Total funds expended in 12- month program year (O+P)
2014-1 Homeownership Program	\$48,000		\$48,000	\$18,149		\$18,149
2014-2 Modernization of 1937 Act Housing	\$74,000	\$10,000	\$84,000	\$21,388		\$21,388

2014-3 Rental Housing Program	\$84,000		\$84,000	\$70,134	\$21,850	\$91,984
2014-4 Tenant Based Rental Assistance Program	\$85,000		\$85,000	\$89,178	\$0	\$89,178
2014-5 Home Repair Program	\$45,500	\$9,000	\$54,500	\$16,663	\$0	\$16,663
2014-6 Rehabilitation of Rental Housing	\$85,000		\$85,000	\$78,237	\$21,773	\$100,010
2014-7 Model Activity- Maintenance/Garage Facility	\$62,000		\$62,000	\$21,685	\$0	\$21,685
Planning and Administration	\$79,731		\$79,731	\$78,869	\$0	\$78,869
Loan repayment - describe in 3 & 4 below			\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$563,231	\$19,000	\$582,231	\$394,302	\$43,623	\$437,925

**Notes:**

- a. Total of Column L cannot exceed the IHBG funds from Column C, Row 1 from the Estimated Sources of Funding table in Line 2 above.
- b. Total of Column M cannot exceed the total from Column C, Rows 2-10 from the Estimated Sources of Funding table in Line 2 above.
- c. Total of Column O cannot exceed total IHBG funds received in Column H, Row 1 from the Estimated Sources of Funding table in Line 2 above.
- d. Total of Column P cannot exceed total of Column H, Rows 2-10 of the Estimated Sources of Funding table in Line 2 above.
- e. Total of Column Q should equal total of Column I of the Estimated Sources of Funding table in Line 2 above.

**(3) Estimated Sources or Uses of Funding (NAHASDA § 102(b)(2)(C)).** *(Provide any additional information about the estimated sources or uses of funding, including leverage (if any). You must provide the relevant information for any planned loan repayment listed in the Uses Table on the previous page. This planned loan repayment can be associated with Title VI or with private or tribal funding that is used for an eligible activity described in an IHP that has been determined to be in compliance by HUD. The text must describe which specific loan is planned to be repaid and the NAHASDA-eligible activity and program associated with this loan):*

No loan repayment is planned.

Add Bullet

**(4) APR (NAHASDA § 404(b)) (Enter any additional information about the actual sources or uses of funding, including leverage (if any). You must provide the relevant information for any actual loan repayment listed in the Uses Table on the previous page. The text must describe which loan was repaid and the NAHASDA-eligible activity and program associated with this loan.):**

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Add Bullet

## SECTION 6: OTHER SUBMISSION ITEMS

NAHASDA §§ 102(b)(2)(C)(ii), 201(b)(5), 202(6), 205(a)(2), 209

**(1) Useful Life/Affordability Period(s)** (NAHASDA § 205, 24 CFR § 1000.142) *(Identify the useful life of each housing unit constructed, acquired, or rehabilitated with IHBG funds, including housing units to be constructed, acquired, or rehabilitated with IHBG funds in the 12 month period. Exclude Mutual Help units.*

- NAHASDA Units 15-20 years
- Estimated useful life W97B062003 1-20-1984 15-25 years
- Home Repair Program provides a loan to be repaid over a ten-year period, through the use of a repayment agreement.

**(2) Model Housing and Over-Income Activities** (NAHASDA § 202(6), 24 CFR § 1000.108) *( If you wish to undertake a model housing activity or wish to serve non-low-income households during the 12-month program year, those activities may be described here, in the program description section of the 1-year plan, or as a separate submission.):*

The SSIT Housing Program plans to construct a housing maintenance storage and garage facility. Adequate storage space for Housing Department inventory is needed for the use of carrying out Housing Maintenance projects and activities. The facility will also allow the Department to carry the necessary stock of standard materials which is needed from day to day and will alleviate delays in project work due to the lack of timely material deliveries. Drawings, specifications, and a cost estimate are complete, the construction will be performed by an approved contractor.

**(3) Tribal and Other Indian Preference** (NAHASDA § 201(b)(5), 24 CFR § 1000.120)

If preference will be given to tribal members or other Indian families, the preference policy must be described. This information may be provided here or in the program description section of the 1-year plan.

Does the Tribe have a preference policy?    Yes     No

If yes, describe the policy.

The SSIT Housing Program Selects families from waiting lists according to the following Selection & Preference Policy:

1. Families whose Head and/or Spouse or minor children is an enrolled member of the Sauk-Suiattle Indian Tribe and a Veteran of the armed forces, by date and time of application.
2. Families whose Head and/or Spouse or minor children is an enrolled member of the Sauk-Suiattle Indian Tribe by date and time of application.
3. Other families who at least one family member who is a member of a federally-recognized Tribe listed as an occupant by date and time of application.
4. All other applicants.
  - a) Elderly families, as defined will receive preference on the waiting list and for housing units designated for the elderly; and
  - b) Disabled families, as defined will receive a preference on the waiting list and for housing units with special accessibility features.
  - c) Veterans of military service will receive a preference on the waiting list; and
  - d) Applicants who are homeless or displaced.
  - e) Applicants who are rent burdened or paying more than 50% of their income towards rent.
  - f) Applicants who are living in a substandard housing condition.

**(4) Anticipated Planning and Administration Expenses (NAHASDA § 102(b)(2)(C)(ii), 24 CFR § 1000.238)**

Do you intend to use more than 20% of your current grant for Planning and Administration?      Yes       No

If yes, describe why the additional funds are needed for Planning and Administration. For a recipient administering funds from multiple grant beneficiaries with a mix of grant or expenditure amounts, for each beneficiary state the grant amount or expenditure amount, the cap percentage applied, and the actual dollar amount of the cap.

**(5) Actual Planning and Administration Expenses (NAHASDA § 102(b)(2)(C)(ii), 24 CFR § 1000.238)**

Did you expend more than 20% of your current grant for Planning and Administration **Yes**  **No**

If yes, did you receive HUD approval to exceed the 20% cap on Planning and Administration costs?

If you did not receive approval for spending more than 20% of your current grant on planning and administration costs, describe the reason(s) for exceeding the 20% cap. (See Section 6, Line 5 of the Guidance for information on carry-over of unspent planning and administration expenses.)

**(6) Expanded Formula Area - Verification of Substantial Housing Services (24 CFR § 1000.302(3))** *If your tribe has an expanded formula area (i.e., an area that was justified based on housing services provided rather than the list of areas defined in 24 CFR § 1000.302 Formula Area (1)), the tribe must demonstrate that it is continuing to provide substantial housing services to that expanded formula area. Does the tribe have an expanded formula area?*

Yes  No  **If no, proceed to Section 7.**

If yes, list each separate geographic area that has been added to the Tribe's formula area and the documented number of Tribal members residing there.

For each separate formula area expansion, list the budgeted amount of IHBG and other funds to be provided to all American Indian and Alaska Native (AIAN) households and to only those AIAN households with incomes 80% of median income or lower during the recipient's 12-month program year:

Total Expenditures on Affordable Housing Activities for:		
	All AIAN Households	AIAN Households with Incomes 80% or Less of Median Income
<b>IHBG Funds:</b>		
<b>Funds from Other Sources:</b>		

**(7) APR:** If answered "Yes" in Line 6, for each separate formula area, list the actual amount of IHBG and other funds expended for all AIAN households and for only AIAN households with incomes 80% of median income or lower during the recipient's 12-month program year.

Total Expenditures on Affordable Housing Activities for:		
	All AIAN Househods	AIAN Households with Incomes 80% or Less of Median Income
<b>IHBG Funds:</b>		
<b>Funds from Other Sources:</b>		

## SECTION 7: INDIAN HOUSING PLAN CERTIFICATION OF COMPLIANCE

NAHASDA § 102(b)(2)(D)

By signing the IHP, you certify that you have all required policies and procedures in place in order to operate any planned IHBG programs.

**(1) In accordance with applicable statutes, the recipient certifies that:**

It will comply with title II of the Civil Rights Act of 1968 in carrying out this Act, to the extent that such title is applicable, and other applicable federal statutes.

Yes  No

**(2) In accordance with 24 CFR 1000.328, the recipient receiving less than \$200,000 under FCAS certifies that:**

There are households within its jurisdiction at or below 80 percent of median income.

Yes  No  Not Applicable

**(3) The following certifications will only apply where applicable based on program activities.**

a. It will maintain adequate insurance coverage for housing units that are owned and operated or assisted with grant amounts provided under NAHASDA, in compliance with such requirements as may be established by HUD;

Yes  No  Not Applicable

b. Policies are in effect and are available for review by HUD and the public governing the eligibility, admission, and occupancy of families for housing assisted with grant amounts provided under NAHASDA;

Yes  No  Not Applicable

c. Policies are in effect and are available for review by HUD and the public governing rents charged, including the methods by which such rents or homebuyer payments are determined, for housing assisted with grant amounts provided under NAHASDA; and

Yes  No  Not Applicable

d. Policies are in effect and are available for review by HUD and the public governing the management and maintenance of housing assisted with grant amounts provided under NAHASDA.

Yes  No  Not Applicable

## SECTION 8: IHP TRIBAL CERTIFICATION

NAHASDA § 102(c)

This certification is used when a Tribally Designated Housing Entity (TDHE) prepares the IHP on behalf of a tribe. This certification must be executed by the recognized tribal government covered under the IHP.

(1) The recognized tribal government of the grant beneficiary certifies that:

(2)  It had an opportunity to review the IHP and has authorized the submission of the IHP by the TDHE; or

(3)  It has delegated to such TDHE the authority to submit an IHP on behalf of the Tribe without prior review by the Tribe.

(4) Tribe:	
(5) Authorized Official's Name and Title:	
(6) Authorized Official's Signature:	
(7) Date (MM/DD/YYYY):	

## SECTION 9: TRIBAL WAGE RATE CERTIFICATION

NAHASDA §§ 102(b)(2)(D)(vi), 104(b)

By signing the IHP, you certify whether you will use tribally determined wages, Davis-Bacon wages, or HUD determined wages. Check only the applicable box below.

- (1)  You will use tribally determined wage rates when required for IHBG-assisted construction or maintenance activities. The Tribe has appropriate laws and regulations in place in order for it to determine and distribute prevailing wages.
- (2)  You will use Davis-Bacon or HUD determined wage rates when required for IHBG-assisted construction or maintenance activities.
- (3)  You will use Davis-Bacon and/or HUD determined wage rates when required for IHBG-assisted construction except for the activities described below.

(4) List the activities using tribally determined wage rates:

## SECTION 10: SELF-MONITORING

NAHASDA § 403(b), 24 CFR §§ 1000.26, 85.37, 85.40

(1) Do you have a procedure and/or policy for self-monitoring?

Yes  No

(2) Pursuant to 24 CFR § 1000.502 (b) where the recipient is a TDHE, did the TDHE provide periodic progress reports including the self-monitoring report, Annual Performance Report, and audit reports to the Tribe?

Yes  No  Not Applicable

(3) Did you conduct self-monitoring, including monitoring sub-recipients?

Yes  No

**(4) Self-Monitoring Results.** *(Describe the results of the monitoring activities, including inspections for this program year.):*

The Sauk-Suiattle Indian Tribe Self Monitoring results are as follows:

**Financial Management of NAHASDA Program-** Most of the Accounting and Finance staff of Sauk-Suiattle Indian Tribe are new. They need to clearly know the allocation and appropriations of allowable expenses incurred in implementing NAHASDA Funding.

**Maintenance and Repairs-** It is recommended that the Maintenance employees of the Housing Department who deal with the day-to-day minor repairs of the tribe's Mutual Help Housing stock are trained under the standards of Section 8 Housing Quality Standards.

**Environmental-** The Housing Department must provide up-to-date training in Environmental Review Records (ERR) in order to be cost-effective in implementing the Tribe's housing projects.

These trainings are necessary to enhance, update and improve the knowledge of current staff of the Housing Department to meet all the program requirements of 24 CFR Part 1000 NAHASDA Funding.

## SECTION 11: INSPECTIONS

NAHASDA § 403(b)

(1) Inspection of Units (Use the table below to record the results of recurring inspections of assisted housing.)

Activity		Total Number of Units	Results of Inspections			Total number of units Inspected
			Units in standard condition	Units needing rehabilitation	Units needing to be replaced	
(a)	(b)	(c)	(d)	(e)	(f)	
<b>1</b>	<b>1937 Housing Act Units:</b>					
	a. Rental	2	2			2
	b. Homeownership	8	7			7
	c. Other					0
<b>1937 Act Subtotal</b>		<b>10</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>
<b>2</b>	<b>NAHASDA assisted units:</b>					
	a. Rental	8	8			8
	b. Homeownership					0
	c. Rental Assistance	7	7			7
	d. Other					0
<b>NAHASDA Subtotal</b>		<b>15</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>15</b>
<b>Total</b>		<b>25</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>24</b>

(2) Did you comply with your inspection policy:

Yes  No

(3) If no, why not:

## SECTION 12: AUDITS

24 CFR § 1000.544

This section is used to indicate whether an Office of Management and Budget Circular A-133 audit is required, based on a review of your financial records.

Did you expend \$500,000 or more in total Federal awards during the previous fiscal year ended?

Yes

No

If Yes, an audit is required to be submitted to the Federal Audit Clearinghouse and your Area Office of Native American Programs.

If No, an audit is not required.

## SECTION 13: PUBLIC AVAILABILITY

NAHASDA § 408, 24 CFR § 1000.518

(1) Did you make this APR available to the citizens in your jurisdiction before it was submitted to HUD (24 CFR § 1000.518)?

Yes  No

(2) If you are a TDHE, did you submit this APR to the Tribe(s) (24 CFR § 1000.512)?

Yes  No  Not Applicable

(3) If you answered "No" to question #1 and/or #2, provide an explanation as to why not and indicate when you will do so.

(4) Summarize any comments received from the Tribe(s) and/or the citizens (NAHASDA § 404(d)).

n/a

## SECTION 14: JOBS SUPPORTED BY NAHASDA

NAHASDA § 404(b)

Use the table below to record the number of jobs supported with IHBG funds.

Indian Housing Block Grant Assistance (IHBG)	
(1) Number of Permanent Jobs Supported	3
(2) Number of Temporary Jobs Supported	1
(3) Narrative (optional):	

## SECTION 15: IHP WAIVER REQUESTS

NAHASDA § 101(b)(2)

THIS SECTION IS ONLY REQUIRED IF THE RECIPIENT IS REQUESTING A WAIVER OF AN IHP SECTION OR A WAIVER OF THE IHP SUBMISSION DUE DATE.

A waiver is valid for a period not to exceed 90 days. Fill out the form below if you are requesting a waiver of one or more sections of the IHP. **NOTE:** This is NOT a waiver of the IHBG program requirements but rather a request to waive some of the IHP submission items.

<p>(1) List below the sections of the IHP where you are requesting a waiver and/or a waiver of the IHP due date. <i>(List the requested waiver sections by name and section number):</i></p> <p>[Redacted]</p>	
<p>(2) Describe the reasons that you are requesting this waiver <i>(Describe completely why you are unable to complete a particular section of the IHP or could not submit the IHP by the required due date.):</i></p> <p>[Redacted]</p>	
<p>(3) Describe the actions you will take in order to ensure that you are able to submit a complete IHP in the future and/or submit the IHP by the required due date. <i>(This section should completely describe the procedural, staffing or technical corrections that you will make in order to submit a complete IHP in the future and/or submit the IHP by the required due date.):</i></p> <p>[Redacted]</p>	
<p>(4) Recipient:</p>	[Redacted]
<p>(5) Authorized Official's Name and Title:</p>	[Redacted]
<p>(6) Authorized Official's Signature:</p>	[Redacted]
<p>(7) Date (MM/DD/YYYY):</p>	[Redacted]