

B118R020024

COPY |

NATIVE VILLAGE OF KLUTI-KAAH
P.O. BOX 68
COPPER CENTER, AK 99573

COPY |

COPY |

Acknowledgment of Application Receipt

U.S. Department of Housing and Urban Development

OMB Approval No. 2577-0259 expires 2/29/2012

Type or clearly print the Applicant's name and full address in the space below.

NATIVE VILLAGE OF KLUTI-KAAH
PO BOX 68
COPPER CENTER, ALASKA 99573

(fold line)

Type or clearly print the following information:

Name of the Federal Program to which the applicant is applying:

INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT

To Be Completed by HUD

- HUD received your application by the deadline and will consider it for funding. In accordance with Section 103 of the Department of Housing and Urban Development Reform Act of 1989, no information will be released by HUD regarding the relative standing of any applicant until funding announcements are made. However, you may be contacted by HUD after initial screening to permit you to correct certain application deficiencies.
- HUD did not receive your application by the deadline; therefore, your application will not receive further consideration. Your application is:
- Enclosed
 - Being sent under separate cover

Processor's Name _____

Date of Receipt _____

Native Village of Kluti-Kaah
PO Box 68
Copper Center, Alaska 99573
(907) 822.5541 – Phone
(907) 822.5130 – Fax

Bill Zachares, Administrator
Alaska Office of Native American Program
3000 C Street, Suite 401
Anchorage, Alaska 99503-3914

RE: Native Village of Kluti-Kaah's Request for a Waiver of Electronic Submission for an ICDBG

Dear Mr. Zachares:

The Native Village of Kluti-Kaah would like to request a waiver of electronic filing of its Indian Community Development Block Grant application that is due on June 15, 2011. Our local internet provider services are intermediate and sporadic, with unscheduled outages and it would be too risky to rely on internet service for electronic filing of our Indian Community Development Block Grant.

The Native Village of Kluti-Kaah appreciates your consideration to our request. If you have any questions, please feel free to contact me at 907.822.5541.

Respectfully submitted,

NATIVE VILLAGE OF KLUTI-KAAH



Katherine McConkey
President



U.S. Department of Housing and Urban Development
Region X – Anchorage Field Office
Alaska Office of Native American Programs
3000 C Street, Suite 401
Anchorage, AK 99503-3914
www.hud.gov/local/anc

Katherine McConkey, President
Native Village of Kluti-Kaah
P.O. Box 68
Copper Center, AK 99573-0068

JUN 1 - 2011

Dear Ms. McConkey:

**SUBJECT: Request for Waiver of Electronic Submission Requirement
for Fiscal Year 2011 ICDBG Program**

This is in response to your letter dated May 31, 2011, requesting a waiver of the FY 2011 Notice of Funding Availability (NOFA) requirement for electronic submission of an application for the Indian Community Development Block Grant (ICDBG) program. Section IV of the ICDBG NOFA requires that all applications be submitted electronically through the Grants.gov portal, unless the applicant has received a waiver from the Department.

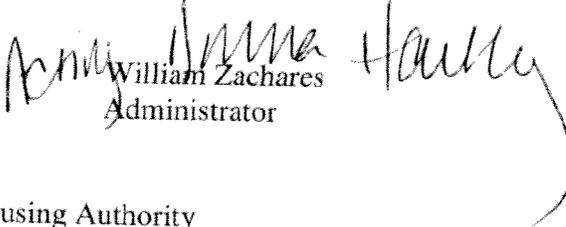
Your request states that Native Village of Kluti-Kaah does not have reliable internet service capable of meeting the NOFA deadline date of June 15, 2011. Considering the importance of submitting a complete application by the deadline date, I find that good cause exists to waive the NOFA requirements for electronic submission of the tribe's FY 2011 ICDBG funding application.

The application submission date for a paper application is also June 15, 2011. There are no restrictions on the type of mail delivery service you use this year; however, **the application must be received by 5:00 P.M. local time on June 15, 2011.** You must submit one original and one copy of your application to the Alaska Office of Native American Programs at the following address:

U.S. Department of Housing and Urban Development
Alaska Office of Native American Programs
3000 C Street, Suite 401
Anchorage, AK 99503-3914

If you have any questions regarding the submission requirements please contact Clark Millett, Grants Management Specialist, at (907) 677-9881 or by email, clark.millett@hud.gov. Thank you for your interest in the Department's programs.

Sincerely,


William Zachares
Administrator

cc: Teri Nutter, Executive Director
Copper River Basin Regional Housing Authority
P.O. Box 89
Glennallen, AK 99588-0089

Opportunity Title:	Community Development Block Grant Program for Indian Tr
Offering Agency:	US Department of Housing and Urban Development
CFDA Number:	14.862
CFDA Description:	Indian Community Development Block Grant Program
Opportunity Number:	FR-5500-N-04
Competition ID:	ICDBG-04
Opportunity Open Date:	04/20/2011
Opportunity Close Date:	06/15/2011
Agency Contact:	Roberta Youmans Grants Management Specialist E-mail: roberta.l.youmans@hud.gov Phone: 202-402-3316

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name:

Mandatory Documents

HUD Facsimile Transmittal

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)

Optional Documents

--

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Faith Based EEO Survey
HUD Applicant-Recipient Disclosure Report Attachments
Disclosure of Lobbying Activities (SF-LLL)

Instructions

- 1 Enter a name for the application in the Application Filing Name field.**

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.**

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.**

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

[]

* Other (Specify):

[]

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

[]

5a. Federal Entity Identifier:

[]

5b. Federal Award Identifier:

[]

State Use Only:

6. Date Received by State:

[]

7. State Application Identifier:

[]

8. APPLICANT INFORMATION:

* a. Legal Name:

NATIVE VILLAGE OF KLUTI-KAAH

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

[REDACTED]

* c. Organizational DUNS:

[REDACTED]

d. Address:

* Street1:

MILE 104 OLD RICHARDSON HIGHWAY

Street2:

[]

* City:

COPPER CENTER

County/Parish:

[]

* State:

AK: Alaska

Province:

[]

* Country:

USA: UNITED STATES

* Zip / Postal Code:

99573-0068

e. Organizational Unit:

Department Name:

[]

Division Name:

[]

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

Prefix:

[]

* First Name:

TERI

Middle Name:

[]

* Last Name:

NUTTER

Suffix:

[]

Title:

EXECUTIVE DIRECTOR

Organizational Affiliation:

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

* Telephone Number:

907.822.3633

Fax Number:

907.822.3662

* Email:

TNUTTER@CRBRHA.ORG

Application for Federal Assistance SF-424

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

I: Indian/Native American Tribal Government (Federally Recognized)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.862

CFDA Title:

Indian Community Development Block Grant Program

*** 12. Funding Opportunity Number:**

FR-5500-N-04

* Title:

Community Development Block Grant Program for Indian Tribes and Alaska Native Villages (ICDBG)

13. Competition Identification Number:

ICDBG-04

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

KLUTI-KAAH AFFORDABLE HOMES PROJECT

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="750,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="150,000.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="900,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed: submission.

Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	NATIVE VILLAGE OF KLUTI-KAAH
Applicant's DUNS Name:	[REDACTED]
Federal Program:	Community Development Block Grant Program for Indian Tribes and Alaska Native Villages
CFDA Number:	14.862

- Has the applicant ever received a grant or contract from the Federal government?
 Yes No
- Is the applicant a faith-based organization?
 Yes No
- Is the applicant a secular organization?
 Yes No
- Does the applicant have 501(c)(3) status?
 Yes No
- Is the applicant a local affiliate of a national organization?
 Yes No
- How many full-time equivalent employees does the applicant have? (Check only one box).
 3 or Fewer 15-50
 4-5 51-100
 6-14 over 100
- What is the size of the applicant's annual budget? (Check only one box.)
 Less Than \$150,000
 \$150,000 - \$299,999
 \$300,000 - \$499,999
 \$500,000 - \$999,999
 \$1,000,000 - \$4,999,999
 \$5,000,000 or more

Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: The Agency Contact listed in this grant application package.

**Applicant/Recipient
Disclosure/Update Report**

U.S. Department of Housing
and Urban Development

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

Applicant/Recipient Information

* Duns Number: [REDACTED]

* Report Type: INITIAL

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

* Applicant Name:

NATIVE VILLAGE OF KLUTI-KAAH

* Street1: MILE 104 OLD RICHARDSON HIGHWAY

Street2: [REDACTED]

* City: COPPER CENTER

County: [REDACTED]

* State: AK: Alaska

* Zip Code: 99573-0068

* Country: USA: UNITED STATES

* Phone: 907.822.3633

2. Social Security Number or Employer ID Number: [REDACTED]

* **3. HUD Program Name:**

Indian Community Development Block Grant Program

* **4. Amount of HUD Assistance Requested/Received:** \$ 600,000.00

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

* **Project Name:** KLUTI-KAAH AFFORDABLE HOMES PROEJCT

* **Street1:** MILE 104 OLD RICHARDSON HIGHWAY

Street2: [REDACTED]

* **City:** COPPER CENTER

County: [REDACTED]

* **State:** AK: Alaska

* **Zip Code:** 99573-0068

* **Country:** USA: UNITED STATES

Part I Threshold Determinations

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

Yes No

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

Yes No

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

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

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

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

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Part III Interested Parties. You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

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

(Note: Use Additional pages if necessary.)

Certification

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

* Signature:

* Date: (mm/dd/yyyy)

Completed Upon Submission to Grants.gov



DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

4. Name and Address of Reporting Entity:
 Prime SubAwardee

* Name: KATHERINE MCCONKEY

* Street 1: MILE 104 OLD RICHARDSON HIGHWAY Street 2: _____

* City: COPPER CENTER State: AK: Alaska Zip: 99573-0068

Congressional District, if known: _____

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: US HOUSING AND URBAN DEVELOPMENT	7. * Federal Program Name/Description: Indian Community Development Block Grant Program CFDA Number, if applicable: 14.862
--	---

8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____
---	---

10. a. Name and Address of Lobbying Registrant:

Prefix _____ * First Name N/A Middle Name _____

* Last Name N/A Suffix _____

* Street 1 _____ Street 2 _____

* City _____ State _____ Zip _____

b. Individual Performing Services (including address if different from No. 10a)

Prefix _____ * First Name N/A Middle Name _____

* Last Name N/A Suffix _____

* Street 1 _____ Street 2 _____

* City _____ State _____ Zip _____

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature: Completed & submitted to Grants.gov

* Name: Prefix _____ * First Name KATHERINE Middle Name _____
* Last Name MCCONKEY Suffix _____

Title: PRESIDENT Telephone No.: 907.822.5541 Date: 09/10/2001 to Grants.gov

ATTACHMENTS FORM

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

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

1) Please attach Attachment 1	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

2011 eLogic Model® Information Coversheet



Instructions

When completing this section there are "mandatory" fields that must be completed. These fields are highlighted in yellow. The required data must be entered correctly to complete an eLogic Model®. After completing all mandatory fields on the coversheet, click on the "Check Errors" button at the top of this page. Applicant Legal Name must match box 8a in the SF-424 in your application. Enter the legal name by which you are incorporated and pay taxes. CCR Doing Business is new for 2010 eLogic Model®. Only complete this field if your registration at CCR includes an entry in Doing Business as: (dba). Enter the DUNS # as entered into box 8c of the SF-424 Application for Federal Assistance form. Enter the City where your organization is located, this information must match the SF-424 data in your application. Use the dropdown to enter the State where your organization is located, this information must match the SF-424 data in your application. Enter the Grantee Contact Name and email address in the field provided. Enter the name of the person that completed the eLogic Model® and their email address in the field provided. When completing the Project Information Section, applicants except Indian Tribes must enter their Project Name, Project Location City/County/Parish, State, Project Type, and Construction Type. If there are multiple locations, enter the location where the majority of the work will be done. Indian tribes, including multi-state tribes, should enter the City or County associated with their business address location. For Indian Tribes, enter the state applicable to the business address of the Tribal entity.

Program Information

HUD Program **ICDBG**
 Program CFDA # **14.862**
 Program Component

Grantee Information

Applicant Legal Name	Native Village of Kluti-Kaah		
CCR Doing Business As Name			
DUNS Number		-	
City	Copper Center		
State	ALASKA		
Zip Code	99573-0068	-	
Grantee Contact Name	Michelle Bayless		
Grantee Contact email	nvkktops@cvinternet.net		
Logic Model Contact Name	Tari Nutter		
Logic Model Contact email	tnutter@crbrha.org		

Project Information

Project Name	Kluti-Kaah Affordable Homes Project		
Project Location City/County/Parish	Copper Center		
Project Location State	ALASKA		
Zip Code	99573-0068	-	
Project Type	Homeownership		
Construction Type	New Construction		

Additional Information for Reporting (Leave Blank At the Time of Application)

Grants.gov Application Number	
HUD Award Number	
Logic Model Amendment Number	

Native Village of Kluti-Kaah
Indian Community Development Block Grant Factors
FR-5500-N-4/CFDA 14.862
New Housing Construction
June 1, 2010

Rating Factor 1 – Managerial and Technical Staff (8-points)

1a. The grant and project will be administered by Copper River Basin Regional Housing Authority, as a CBDO. A MOA has been executed which specifies that CRBRHA will be carrying out the project activity of building a Single Family homes, utilizing to the greatest extent feasible, locally, trained, tribal members under a construction contract. A resolution by the Native Village of Kluti-Kaah designating the CRBRHA as its qualified CBDO and authorizes the Tribe to enter into a sub-recipient agreement with CRBRHA which is authorized to carry out and enter into appropriate agreement which serve to carry out development of the Kluti-Kaah Single Family homes is at Tab 1.

CRBRHA project management team consists of Teri Nutter, Executive Director, who will oversee all aspects of the project, Roger Marcil, who will act as the Project Manager for the all aspects of the construction, Nikkia Atkins, Financial Management Consultant, who will ensure compliance with all applicable OMB and HUD regulations, and Lorraine Radigan, Accounting Technician, whose primary functions are all aspects of payroll including all monthly, quarterly and annual reporting. She is also responsible for aspects of processing accounts payable/receivables.

Ms. Nutter, Executive Director who has held this position for 6 years, and whose primary functions is to develop the annual Indian Housing Plan, completes and submits the Annual Performance Report to HUD/ONAP. She is responsible for submitting AHFC Supplemental Grants to Alaska Housing Finance Corporation. She is responsible for the completion of all environmental review determinations and provides contract management. She manages and supervises 8-13 employees. Develops and implements policies and procedures and ensures compliance. She is currently providing oversight and management to two ICDBG projects for 3 single family units in Kluti-Kaah and two duplexes in Cantwell. In 2010 provided oversight and management to the new development of the 3 single family homes in the following communities: Mentasta, Copper Center, Chistochina, in which all three projects came in at or under budget. In 2009, provided oversight and management to the new development of 3 single family units in Gakona and 3 single family units in Gulkana, utilizing force account. Ms. Nutter also served as the project manager for the reconstruction of the single family unit that

was destroyed in Cantwell (2007) and the rental unit that was destroyed in Kluti-Kaah (2009), both units was destroyed by fire, and was successfully completed within budget. She is also responsible for meeting and coordinating projects within the region and seeking tribal input to the prioritization of the projects.

Mr. Marcil has 28 years experience in project management in rural communities and has worked closely with his associates at LCG to design homes that meet the living needs, energy ratings, accessibility needs and budgetary limits of the CRBRHA beneficiaries. Below is a list of examples of the Mr. Marcil's more recent experiences and involvement in construction management:

Year	Project Name	Location	Units	Project Status
2010	NWS Staff Housing	Nome	5	Architectural design
2010	Teacher Housing Triplex	St. Marys	3	Architectural design
2010	Single Family Homes	Mentasta	3	Construction
2010	NWS Staff Housing	Barrow	7	Construction
2009	Stimulus Housing	Akiachak	7	Construction

Along with Mr. Marcil's expertise, the CRBRHA also works closely with other LCG Associates such as: Danny Grahm, Structural Engineer (34 years of experience), Brian Parker, Mechanical Engineer (10 years of experience), Xuan Ta, Electrical Engineer (26 years of experience), Dave Coolidge, Civil Engineer (30 years of experience), Ron Mitchell, Public Land Surveyor (30+ years of experience). This Construction Management team has successfully managed and has worked closely with ACVP Housing Authority, Yupik School District – Teacher Housing Project, Bering Straits Housing Authority, Akiachak Native Community Tribal Housing, ANTHC Rural Health Clinic, NOAA National Weather and Service Family Housing in Barrow. As the committee can observe this construction management team exhibits the experience and knowledge of working in rural communities.

Mr. Atkins has acted as CRBRHA Financial Management consultant for 6 years and is a licensed CPA, since 1998 – Public Accounting in Alaska from 1998-2004. Mr. Atkins has extensive knowledge of the CRBRHA since 2000, in the capacity of an auditor and a financial consultant. Mr. Atkins' primary functions will be to complete all financial reporting requirements to our funding agencies (AHFC/HUD/ONAP). He is responsible for performing the self-monitoring for the Copper River Basin Regional Housing Authority. He also prepare the monthly

financial/income statements for CRBRHA Board of Commissioners and also prepares financial statements to the tribes. Mr. Atkins has many years experience conducting small government fund accounting, which will directly benefit the Kluti-Kaah Single Family homes, by ensuring that all financial activities of the project comply with Federal OMB A-133 and A-87 guidelines and that the activities under taken stay within the project's budget limitations described later in the funding application.

Lorraine Radigan, Accounting Technician has recently joined CRBRHA management team. She has over 20 years experience in the accounting field. Ms. Radigan will be the CRBRHA staff person directly responsible for ensuring all project expenditures and transaction comply with CRBRHA adopted financial, procurement, and contract management policies and procedures.

The Native Village of Kluti-Kaah Village Council consists of an 8-member Council, in which 80% of the council is made up low to moderate income individuals. The Native Village of Kluti-Kaah's involvement in the Indian Community Development Block Grant would be to review and approve the design for the 3 bedroom units, review the inspections to ensure compliance with the Residential Construction Standards as adopted by the CRBRHA Board of Commissioners, also will be responsible for approving and authorizing LOCCS draw and approve the monthly financial reports. The Native Village of Kluti-Kaah is an active 638 contractor providing social services to Kluti-Kaah tribal member. In 2009, the Native Village of Kluti-Kaah was successful in completing Phase II of their Multi-purpose Gymnasium that was funded through a community development grant. More recently the Native Village of Kluti-Kaah was the recipient of the Energy Efficiency Block Grant and has successfully completed weatherization to the Kluti-Kaah Memorial Hall. Michelle Bayless, Tribal Administrator for the Native Village of Kluti-Kaah will also work closely with the CRBRHA Management team to coordinate meetings between the Kluti-Kaah Village Council and CRBRHA to discuss the progress of the project. Ms. Bayless has 10 years administrative experience and work closely with other funding agencies such as: Department of Interior – Bureau of Indian Affairs and Indian Health Service, along with Environmental Protection Agency.

Together, this team has been successful in the reconstruction of the Sanford View Manor apartments (8 units) in Gulkana, reconstruction of two single family units (Cantwell and Copper Center), 3 single family units in Gakona, 3 Single family units in Gulkana, 3 single family units in Chistochina, 3 single family units in Copper Center and 3 single family units in Mentasta.

This team has over 15 years experience planning, managing, and implementing new housing construction projects. The homes were rated as 5 star under BEES (Building energy Efficiency

Standards, set by AHFC), and conformed to the 2006 International Construction Building Codes for Residential.

1b. Project Implementation (8-points)

Kluti-Kaah Village Council has identified homes sites (see Tab 2) that are owned by the Regional Corporation, Ahtna Inc., who is willing to donate 3- 1 acre parcel for the construction of three Single Family homes in Copper Center, upon approval of this ICDBG application. An appraised value of this property is undetermined at this time, as it has not been appraised. In coordination with Native Village Kluti-Kaah and CRBRHA management team will ensure all federal/state agencies have been consulted and the results documented during the environmental review determination. CRBRHA is certified and in compliance with Environmental Protection Agency (EPA) Renovation, Repair and Painting as required by NAHASDA Guidance 2010-01.

Through a partnership with Alaska Works, Copper River Native Association and the Tribe, the CRBRHA will host carpenter training in Kluti-Kaah to provide local tribal members, the greatest extent possible, the opportunity to be trained, and employed on the construction crew building an energy efficient Single Family homes. Copper River Native Association, who supports this application, administers vocational training funds that would provide financial assistance to eligible tribal members the resources to participate in the training curriculum designed by Alaska Works.

Through pre-application consultation with Kluti-Kaah Village Council, CRBRHA plans to contract the construction of three Single Family Homes and the housing authority is committed to working with the contractor to ensure to ensure tribal, local hire to the greatest extent possible.

A detailed implementation schedule is in Tab 2 on HUD form 4125.

In the event of unforeseen construction delays, such as an issue with the site or contractor, CRBRHA will immediately revise the implementation schedule, identifying an alternate solution, with cost impacts, if any and indicating what source of funds will be used.

1c. Financial Management (7-points)

The grant will be administered by Copper River Basin Regional Housing Authority, as a CBDO. CRBRHA has financial management systems and procedures in place that meet 24 CFR Part 85

and 24 CFR Part 1003 and 1000. CRBRHA's financial management systems were reviewed by ONAP in a review date July 2009, with no findings.

The CRBRHA's is in compliance with the Single Audit requirements and have recently finalized the Fiscal Year ending 2010 and 2009 audit, with no findings or concerns noted.

ONAP reviews the CRBRHA's 2010 APR submission indicates no problems or delinquencies. Furthermore, CRBRHA has successfully completed its financial audit for the last 5 years with no findings.

At Tab 3, a resolution by the Native Village of Kluti-Kaah can be found which certifies adoption of the financial control systems. At Tab 4, a resolution by Native Village of Kluti-Kaah details procurement and contract management, (which will include oversight of the sub-recipient).

The Native Village of Kluti-Kaah currently receives less than \$500,000 and is not required to comply with the Single Audit, see attached certification

A resolution by the Native Village of Kluti-Kaah at Tab 5, certifies the Code of Ethics with a copy of the Tribes Code of Ethics.

1d. Procurement and Contract Management 7-points)

The grant will be administered and implemented by the Copper River Basin Regional Housing Authority, as a CBDO. CRBRHA has procurement policies and procedures in place that identifies separation of account and duties that meet 24 CFR Part 85 and 24 CFR Part 1003/1000. CRBRHA's procurement system was reviewed by ONAP during its review in July 2008, with no findings.

At Tab 4, is a resolution that details the procurement and contract management certifications, along with CRBRHA approved Procurement and Contract Management Policies and Procedures. The Tribe will review CRBRHA's procurements and contract management to ensure compliance with the Tribe's and CRBHRA policy. Information flow to the tribe will include a contract and a procurement register for all costs allocated to this grant. This process will ensure effective procurement and contract control over the project.

2. Past Performance a though e (15-points)

In 2009, the Native Village of Kluti-Kaah was a successful recipient of an Indian Community Development Block Grant in the amount of \$600,000 to construct 3 3-bedroom single family units in Copper Center. Through contracting the construction of these homes, the project came in under budget and the homes was completed within the Implementation schedule as provided in the grant. The CRBRHA past experience acting in the capacity of the Community Based Organization has acted in the capacity as the CBDO for tribes: (2009), Gakona, Gulkana, (2010) Kluti-Kaah and Mentasta, and (2011) Tazlina and Cantwell. All reports are on file with ONAP office.

Rating Factor 2: Need/Extent of the Problem (16-points)

1. Included in this rating factor, is the US Census Bureau data from Kluti-Kaah. It indicates that over 51% of the owner-occupied homes are valued at less than \$99,000, and that 47% of the homes have 4 rooms or less. The Census data also indicates that roughly 28% of the homes in Kluti-Kaah lack adequate infrastructure (either a complete kitchen or plumbing facilities).

Prior to 2010, there was no development in Copper Center since CRBRHA had initially constructed 24 single family units, in the early 1980's. The mutual help homes that were constructed in the early 80's were poorly designed and lacked adequate insulation for frigid winter temperatures, and has over the years proven to be unsafe with no secondary exits from the second floor. The existing mutual homes lack accessibility for the elderly or individuals who require special needs and the modifications would be costly to make one of these units ADA accessible. 18 of the of the 24 mutual help homes that were constructed by CRBRHA in the early 80's have been conveyed to the homebuyers. Currently, we have individuals residing in the multi-family units who are income eligible and who have proven to be ready for homeownership, but because of the housing shortage in the Copper Center area these families will never have the opportunity to become homeowners.

In 2008, a survey was conducted (see attached under Tab 6) by the CRBRHA and revealed that Kluti-Kaah that existing homes in the Kluti-Kaah Villages experience one or more of the following conditions:

- High incidences of mold
- Poor thermal envelop
- Significant structural damage due to rotting of structural members
- Original substandard construction
- Inadequate plumbing and kitchen facilities.

As a result of the above, Native Village of Kluti-Kaah concluded that there are no locally available, affordable existing housing options for tribal members who are on a fixed income.

The Native Village of Kluti-Kaah determined that affordable single family units would be a viable investment and would encourage tribal members to continue to reside within the community as oppose to relocating because there is no housing. The Native Village of Kluti-Kaah believes that if the affordable housing existed, the village council would reduce their staff turnover and would be able to expand their workforce in village, which would begin to create sustainable communities.

With the aging condition of many of the private homes that have been privately constructed, the lack proper ventilation creating health problems for the children and elderly. The building standards have improved over the course of the past decades which address

The Native Village of Kluti-Kaah is a major contributor to the economy of Copper Center, whose tribal members rely on the services and assistance provided. The Native Village of Kluti-Kaah is one of the major seasonal employers, who provide viable employment opportunities to their tribal members. With the additional homes, the Native Village of Kluti-Kaah would be able to fill specialty positions such as the Village Peace Safety Officer, a secondary health aide, and an ICWA case manager position that are essential to a healthy community.

Under Tab 6, is a list of Households that demonstrate the need for a Single Family homes.

2. Need benefits neediest segments of the population (12-points)

The CRBRHA conducted a region wide survey (see under Tab 6) and surveyed all of the tribal members residing within the Village of Kluti-Kaah. CRBRHA independently, mailed 168 Kluti-Kaah tribal members and 107 surveys were completed and returned. In summary of our findings, 82% of the respondents are extremely – low income households. 22% of the respondents are households living in overcrowded conditions. 57% of the respondents are households that lack either water and sewer or both.

20% of the respondents indicate that they own their own homes, however, their existing homes is in dire need of some level of repair. Two homes owned by Tribal members are units that exceed \$35,000. Homes that are occupied are not constructed to any building code, and often times “thrown together” with residual lumber from other projects.

At a community regional meeting sponsored by CRBRHA , it was concluded that the immediate housing need for Kluti-Kaah was 3 single family homes. The committee that met to discuss the housing needs of the area has concurred with results.

Under Tab 6, is the existing wait list that demonstrates a need for housing in the Kluti-Kaah community as provided by the CRBRHA.

Rating Factor 3. Soundness of Approach (36-points)

The Native Village of Kluti-Kaah Affordable homes project has a unique feature in that the homes are estimated at \$224,000 and will be sold to the prioritized homebuyers at a price of \$20,000 which will be paid to the CRBRHA in minimum monthly administrative fee of \$380.00, of which is used for insurance, maintenance and operations.

The Native Village of Kluti-Kaah's rationale for deciding to construct new housing is the Tribe's only option to relieve overcrowding in the existing stock in Kluti-Kaah. As well as to provide decent, affordable, housing to Gakona low income households who currently have no suitable housing. Native Village of Kluti-Kaah has tribally designated Copper River Basin Regional Housing Authority (CRBRHA), as its CBDO for the purpose of carrying out future ICDBG funded new housing construction. CRBRHA will carry out all divisions of construction of three new homes in Kluti-Kaah and will also manage this homeownership program utilizing its existing Mutual Help Homeownership Opportunity Program and related maintenance policies and procedures which will implement the following guidelines:

1. The Affordable Homeownership Occupancy Agreement (AHOA). The initial purchase price of the residence shall be \$20,000.
2. This Purchase Price amount is amortized over a 15 year occupancy period. The purchase of the AHO program home requires a \$1,500 down payment and then payments of \$230.00 per month for 15 years or 20% of the annual adjusted income as determined by the TDHE.
3. Title to the unit will be conveyed to the homebuyer when the balance of the purchase price can be covered from the amount paid monthly and the amount, if any.

The project consists of the construction of a Single Family homes, consisting of 3-3 bedroom units. The Single Family homes will bring complete water, sewage and kitchen facilities and provide three families with safe, decent, and affordable housing. The Single Family homes will be constructed on a 3-acre lot donated by the Copper River Basin Regional Housing Authority. Single Family homes will be funded with a mixture of funds: ICDBG, AHFC, and NAHASDA.

The project provides on-going construction trades training, through a partnership with Alaska Works, for 5 FTE locally, employed tribal members whose skills will be transferable to future projects in the Kluti-Kaah and surrounding areas. The personnel that are trained on this project will be qualified to be employed with local construction contractors within Kluti-Kaah and its surrounding communities.

To ensure low – moderate income tribal families have the greatest advantage to benefit by occupying an affordable rental unit the following preference will be applied:

Tribal Member	50 points
Ahtna Native	45 points
Other Native	35 points
Veteran	20 points
Elderly/Handicap	20 points
Transfer	10 points
5-6 Family unit	20 points
3-4 Family unit	15 points
1-2 Family unit	10 points
Substandard	5 points
Rent Burden	5 points
Displaced	5 points

The innovating design of the single family units and construction planning for the project has enabled a cost savings over the allowable TDC Costs. These cost savings result from using a design from Larsen Consulting Group that has been proven to be energy efficient in other rural communities in Alaska, experiencing similar temperatures to the Ahtna Region. The Single Family homes will utilize on-site arctic pipe for the septic system and a well to prevent pipes freezing in the winter months. The proposed design utilizes an energy efficiency (89%) boiler system with a wood stove as an alternate heat source. Each unit will have a reverse osmosis water treatment system for drinking water. Each unit will be equipped with an energy rated HRV ventilation system to ensure healthy ventilation throughout the house. The Single Family homes rental units will meet tribally adopted construction codes, and AHFC's 5-star BEES standards. The ICDBG funds will be used for materials and construction. The following method of construction will be utilized during the construction:

- A. The Single Family Homes will have onsite well and septic.
- B. The units will be built to the State of Alaska's 5-Star energy standards which will result in low heating expenses and the Single Family homes affordable rental unit specifications include the following requirements:

- Foundation crawl spaces (R-45)
- Rim Board (R-14)
- Walls (R-45)
- Ceiling (R-44)

- Air tight construction that will meet Alaska BEES rating of at least 95 points
- Air to Air heat recovery ventilator
- 3 – individual 50 gallon energy efficient oil-fired domestic water heater with exchange system to centralized air ducting system
- Programmable thermostat
- Low E Argon gas filled vinyl windows
- Raised panel metal insulated door
- Frontier EK Boiler System

C. Framing shall include the following requirements:

- Exterior walls (R-45) or better
- 2x6 plumbing wall to allow for easy repair
- Engineered floor joist on 16" center
- ¾" T&G sub flooring
- Front and side synthetic exterior siding
- Metal roofing
- Exterior door, insulated metal raised panel with keyed lock and deadlock

D. Plumbing shall include the following requirements:

- One-piece fiberglass bathtub and showers
- China water closets
- China Bathroom sinks
- 22x33" stainless double bowl kitchen sink
- Delta single lever bathroom/kitchen faucets
- 3 exterior hose bibs

E. Electrical shall include the following requirements:

- 100-amp service (110/225v/1phase)
- 6 exterior outlets
- White outlets and switch covers
- Phone outlets in bedrooms, kitchens and living room
- Smoke/Carbon Monoxide detectors per code

F. Drywall shall include the following requirements:

- Rounded corners
- Low Luster (eggshell) washable wall

G. Millwork shall include the following requirements:

- Solid core wood interior doors
- Colonial style wood trim
- Wood window sills
- Brass door hardware
- Closet poles and shelves

H. Amenities shall include the following:

- Carpet with pad
- Vinyl flooring, underlayment
- Hardwood cabinets, vanities and counter tops
- Bathroom accessories
- Fully equipped kitchen
- Energy efficient, light fixtures

The Native Village of Kluti-Kaah has adopted a Construction Standards Resolution for the project and can be found on Tab 7.

2. Budget and Cost Estimates (8-points)

Below is the cost estimates in Tab 2, along with HUD 4123.

General Construction:	\$630,000
a. Well	\$ 65,000
b. Septic	\$ 60,000
c. Civil Engineering	\$ 25,000
d. Utility Service	\$ 30,000

General Administration:	
Management:	\$36,500
Travel:	\$10,000
Office Supplies:	\$5,000
Phone:	\$2,000
Advertisement:	\$1,500
Audit:	\$5,000

Total Project:	\$870,000
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Budget Narrative:

General construction – includes all construction divisions of stick built construction.

Well – Historically, for the Kluti-Kaah area the wells have been drilled roughly around 100', each single family unit will have its own on site well.

Septic – A certified septic system for a single family unit will be installed utilizing an on site septic system.

Civil Engineering/Survey – This category is in line with site development.

Management - 75% of Mr. Marcil's time spent on the project management implementing the construction schedule and providing contractual oversight and 10% of the Executive Director's time spent reporting to the villages and HUD/ONAP construction progress. The remainder 15% of the time will be used for Accounting personnel's time for preparing LOCCS draw downs and SF-425 and accounts payable.

Travel – This category funds travel to Native Village of Cantwell and CRBRHA staff to attend HUD ICDBG implementation training and for CRBRHA management to conduct procurement activities in Anchorage.

Office Supplies – Office supplies needed to supply each unit with a preventive maintenance manual.

Phone – This category funds anticipated telephone expenses related to the performance of this project by CRBRHA.

Advertisement – This category funds purchase of legal ad space in Alaska newspaper for the purpose of procuring services and equipment.

Audit – This category funds the estimated cost performing an external audit for the entire project's budget.

Only ICDBG administrative costs are indicated. CRBRHA's NAHASDA and other administrative costs are not included as part of this project, all source amounts indicated on the SF 424 from other sources are entirely for construction activities. The cost estimates were prepared by CRBRHA and Roger Marcil, Project Manager, who has extensive experience in planning, leveraging financing construction for over 20 years.

3). HUD Policy Priorities (2-points)

1. CRBRHA has partnered with Alaska Works to provide carpenter's training for local, tribal members to achieve the educational training to be retained as part of the construction crew of these Single Family homes Affordable rental units. Copper River Native Association, the regional Non-profit organization has also recognized the importance of training, as they currently provide vocational training funds for eligible individuals who are interested in pursuing a career in the vocational field. The target population that would be encouraged to participate in the training would be the families whose income is less than 80% of median income. 1 Carpenter position and 2 laborer positions will be created to the greatest extent feasible for tribal members who have successfully completed the training curriculum, as established by Alaska Works.

2. The planned Single Family homes affordable rental units address the HUD's Policy Priorities of "Improving Our Nation's Communities by providing affordable housing of NAHASDA eligible families living in public and privately-owned housing by reducing or eliminating health

hazards in the homes caused by toxic agents such as mold, or other allergens, carbon monoxide and other hazardous agents and condition” including:

- A. The project will reduce the exposure to mold by providing new housing opportunities for low-income persons by providing decent housing.
- B. The project will reduce exposure to allergens and carbon monoxide by providing improved housing (with proper ventilation systems) to low income persons.

In addition, the Project will provide:

- A. Decent housing for the low to moderate income families
- B. Increased rental opportunities for the minorities
- C. Will fulfill the intent of HUD’s Energy Star program by meeting the 5-Star Energy Rating standards of AHFC and by installing Energy Star products in the housing.

3. Commitment to Sustain Activities – New Construction (12-points)

Income generated from the Kluti-Kaah Single Family homes affordable rental units will be managed by CRBRHA who will provide all maintenance, operations, upkeep and management of the project through the sub-recipient agreement in Tab 1. The sub recipient agreement details how CRBRHA will carry O&M responsibilities are defined in CRBRHA’s adopted maintenance policies and procedures.

The Native Village of Kluti-Kaah has adopted a resolution adopting CRBRHA’s maintenance policies and procedures, the inclusion of CRBRHA Maintenance and Operations Procedures are included under Tab 3.

As well, CRBRHA has approved collection policies and procedures in place and will be enforcing such collection efforts, if needed.

Rating Factor 4 – (8-points)

1. Leverage Resources:

As shown in Tab 7 - Cost Estimate total project development costs have been estimated at \$860,000 for the construction of the Affordable Single Family Homes. At issue is the fact that Kluti-Kaah FY11 NAHASDA allocation is \$113,213 is not adequate to support construction of the planned three (3) homes. As a result, Native Village of Kluti-Kaah and CRBRHA are seeking other sources of funding as follows:

CRBRHA – NAHASDA Firm Commitment	\$150,000
HUD/ICDBG Funding Application	\$600,000
AFHC – Supplemental Grant	<u>\$120,000</u>
Total	\$870,000

Under Tab 7, is Copper River Basin Regional Housing Authority’s Firm Commitment letter, committing 25% of the NAHASDA, IHBG funds to be used towards the construction and management of the development of Kluti-Kaah Affordable Homes Project.

Due to the low income status of targeted, neediest families in Kluti-Kaah, the Kluti-Kaah affordable homes project has sought to maximize equity subsidies to the project in order to maintain affordability.

Rating Factor 5 Comprehensive and Coordination (10-Points)

1. The Kluti-Kaah Village Council has discussed its need to additional housing units in Copper Center and has received support letters from: Copper River Native Association, (regional non-profit), Ahtna Inc. (Regional profit) and Alaska Works (received a verbal commitment), supporting the Tribes efforts in obtaining sufficient financial assistance to construct a Single Family homes unit that will continue to sustain the community of Kluti-Kaah.

2. Measurable Outputs and Outcomes

The Kluti-Kaah Affordable Rental (Single Family homes) project will provide measureable outcomes in the following ways:

1. It will provide 3 affordable rental units for the selected low – moderate income household in Kluti-Kaah.
2. It will increase economic self-sufficiency of Kluti-Kaah residents by providing low cost housing.
3. It will provide for local employment opportunities due to the Carpenter training that will be available through a partnership with Alaska Works.
4. It will improve the living conditions of 3 low – moderate income tribal members.

Outcomes:

1. There will be a reduction of 3 households currently residing in substandard living conditions.
2. There will be 3 households that will reside in Kluti-Kaah year around and assist with sustaining the community.
3. There will be an increased income from employment due to the fact that development of a Single Family homes will stimulate the increased employment of construction workers and contractors to build the rental units.
4. To provide 3 low – moderate income families with safe, decent, affordable housing.

See Tab 1 HUD's eLogic Model.

Native Village of Kluti-Kaah
PO BOX 68
COPPER CENTER, ALASKA 99573

Resolution 11-03

ENTITLED: Requesting Copper River Basin Regional Housing Authority be determined by HUD as a Community Based Development Organization Equivalent under 24 CFR 1003.204(c)(3).

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct 3 single family homes in Kluti-Kaah, Alaska; and

WHEREAS, it is necessary to request a determination of HUD for Copper River Basin Regional Housing Authority (CRBRHA) to be recognized as a Community Based Development Organization equivalent under 24 CFR 1003.204(c)(3); and

WHEREAS, CRBRHA is sufficiently similar in purpose, function, and scope to qualifying groups qualified as CBDO's under 24 CFR 1003.204(c)(2)(iv), as detailed below:

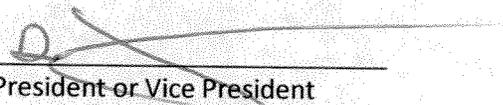
CRBRHA qualifies under 1003.204(c)(3) because its charter and bylaws establish that it "is sufficiently similar in purpose, function, and scope to those entities qualifying under paragraphs (c)(1) or (c)(2). "CRBRHA meets many of the criteria of (c)(1) and (c)(2)(iv); and

- i. CRBRHA is an association organized under State law (AS 18.55.996) to provide housing for low income Alaska Natives within an identified geographic area (Ahtna Region). As such, serves Native Alaskans that have a common heritage and sharing common interests, demonstrated by CRBRHA service to those villages whose inclusion in other regional entities such as the Copper River Native Association, and the Ahtna Incorporated, also as demonstrated by AS 18.55.996(b) being similar to the ANSCA Section 7(a) which was recognized by the U.S. Congress as determining common heritage and common interests of Alaska Natives, such regional customs are recognized.
- ii. CRBRHA meets the criteria of (c)(1)(II);
- iii. CRBRHA is a nonprofit organization, because any profits are merely incidental to its operations and must be funneled back into low-income housing.
- iv. More than half of CRBRHA's 5-member governing body (BoC) is low and moderate income residents of its geographic area;
- v. CRBRHA is not an agency or instrumentally of the grantee and does not permit more than one-third of its governing body to be appointed by an ineligible entity;
- vi. CRBRHA is tribally based; Copper River Native Association (CRNA) appoints BoC, and members of CRNA are the village tribes within the region; in addition, tribes appoint CRBRHA as their TDHE under NAHASDA;
- vii. CRBRHA is not subject to requirements under which its assets revert to grantee (or any other organization) upon dissolution, and
- viii. CRBRHA is free to contract for goods and service from vendors of its own choosing.

WHEREAS, The Native Village of Kluti-Kaah and CRBRHA has developed Memorandum of Agreement for the project, which details the responsibility of CRBRHA as to carrying out the activity independent of the Council, and is free to contract for goods and service from vendors of its own choosing, is not subject to requirements under which its assets revert to the grantee (Council) or to any other organization upon dissolution; and

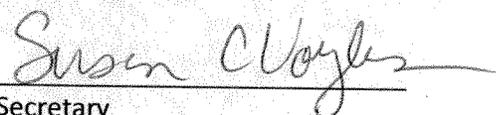
NOWTHEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the Council request HUD/ONAP to determine that CRBRHA is an equivalent to a CBDO under 24 CFR 1003.204(c)(3) for purposes of the ICDBG application.

This resolution was presented for passage before the Native Village of Kluti-Kaah Village Council on this day 9th of June, 2011 and was approved and adopted.



President or Vice President

ATTEST:



Secretary

**AGREEMENT BETWEEN
NATIVE VILLAGE OF KLUTI-KAAH
AND
COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY
COMMUNITY BASED DEVELOPMENT ORGANIZATION**

This Agreement is entered into between Native Village of Kluti-Kaah, a federally recognized tribe (the "Tribe"), and Copper River Basin Regional Housing Authority Community Based Development Organization (CRBRHA CBDO), is authorized to act as sub grantee for the implementation of the Tribe's future Indian Community Development Block Grants (the "Grant"), in accordance with the federal laws and regulations governing the ICDBG program (24 CFR Section 1003.203) and as specified in more detail below. The term of this Agreement and the provisions herein shall continue to cover any additional time period during which the CRBRHA CBDO controls ICDBG funds or other assets, including program income.

All terms used in the Agreement shall be consistent with ICDBG regulations, grant requirements, and applicable OMB circulars.

RECITALS

WHEREAS, the Tribe has planned to develop housing at Copper Center, Alaska and will be applying for HUD's Indian Community Development Grant funds to plan, design, and build single family homes at Tazlina Village; and

WHEREAS, the Tribe has found through tribal resolution that CRBRHA meets HUD's criteria for a Community Based Development Organization (CBDO), has no representatives of ineligible entities, and which meets the requirements of 24 C.F.R. 1003.204 and qualifies as a Community Based Development Organization (CBDO) or CBDO equivalent under ICDBG regulations; and

WHEREAS, the Tribe has designated CRBRHA as its tribal-based local nonprofit organization to implement portions of the Project funded by the Indian Development Block Grant program and to administer the Project, with the assistance of the Tribe's staff and other management organizations qualified to provide development, maintenance responsibilities, occupancy management, financial, and other technical assistance; and

WHEREAS, the Tribe agrees that CRBRHA CBDO should act as the sub-grantee for future ICDBG grant funding, and continue to carry-out the Project through appropriate contracts and agreements;

NOW, THEREFORE, in consideration of the planned housing Project to be completed at Copper Center, Alaska the parties agree as follows:

1. WORK ASSIGNED

- 1.1 General: The scope of work assigned to the CRBRHA CBDO is to plan, construct, and complete the Project as described in the Tribe's Indian Community Development Grant (ICDBG) application to be submitted June 10, 2011 and which shall be responsible for overall management of the Project and proper expenditure of all funds provided for the Project, including the Grant. Grant process shall be applied exclusively to cover Project activities and expenses allowable under ICDBG requirements.

- 1.2 Applicable Housing Standards: The Project shall be completed in accordance with the construction, energy, and other housing standards adopted by the Native Village of Kluti-Kaah in residential construction, which standards are expressly incorporated herein by reference.
- 1.3 Additional Funding or Shortfalls: CRBRHA CBDO shall work with the Tribe for obtaining any additional funding needed to complete the Project, or to cover unexpected shortfalls. CRBRHA CBDO is authorized to work closely with the Kluti-Kaah Village Council staff, HUD, and other public and private sources of funding to obtain additional subsidy, grants, or loans.
- 1.4 Term: This Agreement shall be effective from the date of the parties' signatures on the final page, under the date the Project is completed, all Grant funds have been disbursed or returned, and all property has been accounted for. Certain terms of this Agreement, including Sections 6 and 9, shall survive expiration and continue to bind CRBRHA CBDO. Further, CRBRHA CBO shall continue to function a tenant based organization representing the interests of Copper Center residents.

2. OBLIGATIONS OF RECIPIENT

2.1 Statement of Work

- 2.1.1. *Overall Responsibility*. CRBRHA CBDO shall be responsible, on behalf of the Tribe, for successfully implementing the Work Assigned above, in compliance with the Grant and all requirements stated in this Agreement. CRBRHA CBDO shall act as an independent contractor in completing the work using the methods it deems appropriate. CRBRHA CBDO shall procure, manage, supervise, coordinate, develop, and maintain the work and activities to be performed under this Agreement, on behalf of the Tribe. This includes entering into agreements, resolving and disputes, and securing, obtaining, managing, transferring, and holding funds for any source.
- 2.1.2. *Supervision of Work and Reporting*. CRBRHA CBDO shall be responsible for supervising and monitoring the day-to-day performance of the contractors/consultants performing work under this Agreement. CRBRHA CBDO shall on a regular basis provide its monitoring findings to the Tribe. CRBRHA CBDO shall submit to the Tribe regular progress reports, revised documentation or schedules, and immediately alert the Tribe in writing about any material problems which arise and which may delay or impact CRBRHA CBDO's performance of the Work Assigned.
- 2.1.3. *Compliance*. CRBRHA CBDO shall comply with all applicable laws, regulations, and ethical business standards in administering work and activities under his Agreement.

2.2 Schedule of Work

- 2.2.1. *Establishing Schedule*. CRBRHA CBDO shall prepare and submit a Schedule of Work (the "Schedule") specifying work to be done, dates of completion and sources of funds. This Schedule must be approved by the Tribe prior to beginning of work or release of funds.
- 2.2.2. *Amendments or Changes*. Proposed changes or amendments to the Schedule must be submitted in writing to the Tribe for review and concurrence, prior to implementation of the change.

- 2.3 Budget. The budget for the Project and for the ICDBG component of the project cost will agree to under separate agreement. Any proposed changes in the budget must be reported to the Tribe.
- 2.3.1 *Release of Funds*. The Tribe shall authorize CRBRHA CBDO, through Tribal resolution, to secure draw-down of ICDBG funds on behalf of the Tribe, for use of the Project in compliance with this Agreement, so long as the Tribe is eligible and qualified to utilize the draw-down system under HUD requirements and CRBRHA CBDO is in compliance with ICDBG requirements. The Tribe may withdraw draw-down authority at any time, with written notice issued to CRBRHA BBDO.
- 2.3.2 *Payment*. Payment shall be authorized only for work which has been satisfactorily performed, and for expenses that are actually incurred and which are eligible and allowable. The Tribe shall be responsible for monitoring CRBRHA CBDO to ensure that funds drawn down are applied only to eligible and allowable costs of the Project, and in accordance with this Agreement
- 2.3.3 *Cost reporting*. CRBRHA CBDO will submit monthly accounting statements to the Tribe. The date established for these submissions is the 30th of each month. CRBRHA CBDO will also submit other reasonable written reports at the Tribe's request. Any funds paid to DRBRHA CBDO in error, or funds paid for costs which are later disallowed, shall be returned to the Tribe within 30 days of the Tribe's written request.
- 2.4 Financial Management. CRBRHA CBDO shall use its existing financial management systems and staff, or an equally or better qualified consultant approved by the Tribe, to provide the financial management and technical consulting services necessary to achieve Project goals as well as Grant requirements and the objectives of this Agreement, which includes full compliance with ICDBG grant regulations at 24 C.F.R. part 85 and 24 C.F.R. part 1003.
- 2.5 Maintenance of CBDO Status. As a condition of this Agreement, CRBRHA CBDO shall maintain its status as a CBDO or CBDO equivalent, in accordance with federal law and HUD guidance. CRBRHA CBDO shall maintain as its primary purpose promoting community development within the geographic jurisdiction of the Tribe; specifically improving the physical, economic, and social environment of the Tribe by focusing on the needs of low-income households. CRBRHA CBDO shall maintain members on its board who are low-income residents of the Copper River Basin area; and shall function on a not-for-profit basis within the identified service area of the Tribe.

3. RECORDS AND REPORTS

3.1. Required Records

3.1.1. *Records*. CRBRHA CBDO shall maintain records including, but not limited to, financial records, bid documents, and all other records sufficient to reflect all direct and indirect costs incurred to perform the Work Assigned.

3.1.2. *Reports*. CRBRHA CBDO shall prepare and maintain reports as required by this Agreement. It shall establish and maintain all backup data necessary to support and verify all required reports. CRBRHA CBDO shall provide Project reports not less than every 60 days (or two calendar months) showing the progress of the work, expenditures, status of the budget, and other information sufficient to permit the Tribe to ensure that CRBRHA CBDO is complying with all grant obligations and this Agreement. The format of the report shall be submitted by the CRBRHA CBDO for approval by the Tribe.

3.1.3. *Legal Required Records.* CRBRHA CBDO is responsible for maintaining all other records and reports as required by law, including, but not limited to those required by ICDBG regulations.

3.2. Preservation of Records and Reports

3.2.1 *Availability and Organization.* CRBRHA CBDO shall preserve, organize, and make available for review and inspection all records and reports relevant to the work assigned under this Agreement. This includes all records of cost, expenditures, payment, purchases, procurements which are paid, in whole or in part, by ICDBG funds, records of construction work, inspections, design documents, certifications, contractor's certificates, and similar records necessary to establish the progress of construction and the Project's compliance with specifications and housing standards.

3.2.2. *Location and Custody of Records.* Required records may be maintained by the Tribe, CRBRHA CBDO, or other entity authorized by the Tribe, provided that the location and custody readily permits review, inspection, and copying during business hours, by HUD, the Tribe, or other authorized person.

3.2.3. *Retention Obligation.* These records and reports shall be maintained for a minimum of three years after the program is fully closed-out. Program close-out is the point at which the Tribe agrees that all CRBRHA CBDO responsibilities have been completed. The CRBRHA CBDO shall keep the records and reports longer than three years where there are unresolved audit findings, ongoing disputes, or claims, or the Tribe directs that the records be preserved. CRBRHA CBDO shall maintain for not less than 10 years records adequate to demonstrate the major events in the history and development of the Project.

4. AUDITS

4.1 Review of Records. CRBRHA CBDO shall make its records available for review by the recipient, and by other authorized representatives of the Tribe, or any applicable funding agency.

4.2 Compliance. CRBRHA CBDO must comply with applicable sections of OMB Circular No. A-133, Revised June 24, 1997, and OMB Circular A-87. CRBRHA CBDO acknowledges its responsibility to become familiar with OMB Circulars, and to refer to the Circulars as guidance when determining allowable costs under this Agreement.

5. OBLIGATIONS OF RECIPIENT TRIBE

5.1. Timely Payments. The Tribe shall timely review all payment requests submitted by CRBRHA CBDO provided that the CRBRHA CBDO's payment request complies with the schedule established by this Agreement. Request for payment shall be either denied or approved by the Tribe within 30 days of written request by CRBRHA CBDO.

5.2. Monitoring Activities

5.2.1 The Tribe will establish a schedule for periodic review of the CRBRHA CBDO's performance. In the absence of a specified schedule, reviews shall be conducted not less than once every six months.

5.2.2 On site reviews may be made only after the Tribe has given notice to CRBRHA CBDO, not less than 7 calendar days prior to the date of review, unless CRBRHA CBDO waives such notice.

5.3 Providing Information. The Tribe shall provide CRBRHA CBDO with all programs and grant information necessary for the CRBRHA CBDO to perform its duties under this Agreement, such as the ICDBG grant agreement and other guidance and correspondence received from HUD.

6. OTHER REQUIREMENTS

- 6.1 Administrative Requirements. CRBRHA CBDO shall comply with all administrative requirements of the grant, which is set out in 24 C.F.R. 1003.501, which is incorporated herein by reference.
- 6.2 Program Income. Program income is not anticipated as a result of this Project. In the event that program income is realized, CRBRHA CBDO shall fully comply with the Program Income requirements of 24 C.F.R. 1003.503.
- 6.3 Subpart G requirements. CRBRHA CBDO shall comply with Subpart G of the ICDBG regulations, which include:
- 6.3.1 *Nondiscrimination Requirements*. CRBRHA CBDO must comply with the nondiscrimination requirements stated in 24 CFR 1003.601.
- 6.3.2 *Relocation and Acquisition*. CRBRHA CBDO shall comply with the relocation and real property acquisition policies as shown in 24 CFR 1003.602.
- 6.3.3 *Labor Standards*. CRBRHA CBDO is not required to comply with Davis Bacon, as provided in 24 CFR 1003.603 (waived of Davis Bacon requirements).
- 6.3.4 *Environmental Review*. CRBRHA CBDO shall provide any additional information or compliance necessary to meet the obligations of 24 CFR 1003.605, with the Tribe's acknowledgement that environmental reviews have been previously completed by sponsoring organization CRBRHA CBDO in compliance with HUD Section 202 grant.
- 6.3.5 *Conflict of Interest*. CRBRHA CBDO must comply with the conflict of interest provision stated in 24 CFR 1003.606.
- 6.3.6 *Lead-Based Paint Poisoning Prevention*. CRBRHA CBDO must comply with the lead-based paint poisoning prevention requirements of 24 CFR 1003.607.
- 6.3.7 *Use of Debarred, Suspended, or Ineligible Contractors*. CRBRHA CBDO must comply with the prohibitions in 24 CFR Part 24, as well as any tribal requirements, with regard to the use of debarred, suspended, or ineligible contractors. (24 CFR 1003.608).

7. AMENDMENTS

This Agreement may be amended by the CRBRHA CBDO and the Tribe at any time provided that each amendment refers specifically to this Agreement, is executed in writing, and is signed by an authorized representative of each organization. Such amendments shall not invalidate this agreement, or relieve or release either party from its obligations under this Agreement.

The Tribe may, at its discretion, amend this Agreement to conform with federal, state, or local governmental guidelines, policies, and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of service or schedule or, the activities to be undertaken as part of this Agreement, such modification will be incorporated only by written amendment signed by both the Tribe and the CRBRHA CBDO.

8. SUSPENSION AND TERMINATION

The Tribe retains the right to suspend or terminate this Agreement, with written notice, should the CRBRHA CBDO in any way materially fail to comply with any term of this Agreement (24 C.F.R. 85.43). This Agreement may also be terminated for convenience subject to the provisions set forth in 24 C.F.R. 85.44.

9. REVERSION OF ASSETS

9.1 Return of funds and property. Upon the expiration of this Agreement, the CRBRHA CBDO shall transfer to the Tribe all funds on hand at the time of expiration of this Agreement, and all accounts receivable that are attributable to the use of these funds. All property that was acquired or improved with the Grant and is under the control of the CRBRHA CBDO shall be returned to the Tribe, unless the property was previously owned by CRBRHA CBDO, as evidenced by written documentation.

9.2 Continued use of Real Property for Grant Purposes. The CRBRHA CBDO shall continue to use real property acquired or improved by the Grant, in excess of \$25,000, to fulfill the shelter needs of low-income families for a period not less than 5 years, and for low-income residents for not less than 15 years after expiration of the Agreement.

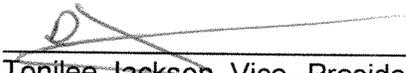
10. SIGNATURES AND AUTHORITY

Each of the signing officials represents, on behalf of their organization, that they have been duly authorized by their Board of Directors or Tribal Council, to enter into and to execute this Agreement and to commit to the performance of this contract obligations stated herein.

The Parties have executed this Agreement the date(s) provided below:

TRIBE:

Kluti-Kaah Village Council

By: 
Tonilee Jackson, Vice--President

Date: 06/10/2011

ATTEST:

This Agreement was signed on the 9 day of June 2011, by Tonilee Jackson who is the dully appointed President of the Kluti-Kaah Village Council, as authorized by the Tribal Council.

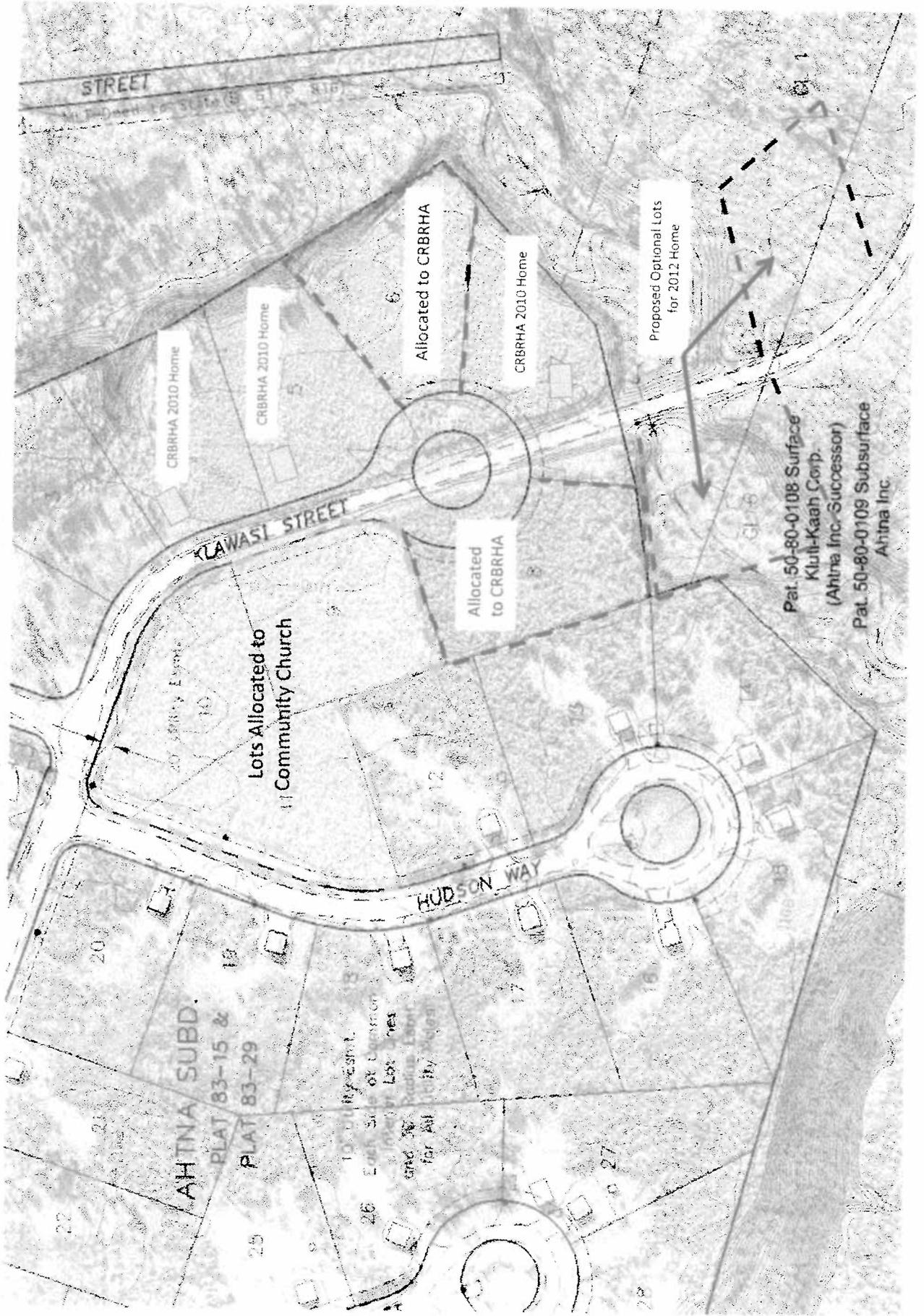
Tribal Administrator

CRBRHA CBDO

By: 
Teri Nutter, Executive Director

DATE: 6/10/11

Copper River Basin Regional Housing Authority Copper Center 2012 Homes



Implementation Schedule

Indian Community Development Block Grant (ICDBG)

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

OMB Approval No. 2577-0191
(exp. 2/29/2012)

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

1. Name of Applicant (as shown in Item 5, Standard Form 424)
Native Village of Kluti-Kaah

2. Application/Grant Number (to be assigned by HUD) Original (First submission to HUD) Pre-Award Submission Amendment (submitted after grant approval)
Date (mm/dd/yyyy) 10/01/2011

3. Effective Date (mm/dd/yyyy) 10/01/2011 Expected Completion Date (mm/dd/yyyy) 08/30/2012 Expected Closeout Date (mm/dd/yyyy) 09/30/2012

4. Name of Project (as shown on form HUD-4123, item 4)
Kluti-Kaah Affordable Homes Project

5. Environmental Review Status
 Exempt (As described in 24 CFR 58.34) **Under Review** (Review underway; findings not yet made) **Finding of No Significant Impact** (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)
 EIS Required (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37) **Not Started** (Review not yet begun)
 Categorically Excluded (Environmental review completed; certification and request for release of funds being prepared for submission.) **Categorically Excluded** (as described in 24 CFR 58.35)
 7. Tribal Fiscal Year (mm/dd/yyyy) 09/30/2011

8. Task List
(List tasks such as environmental assessment, acquisition, etc.)
9. Schedule.
Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

	CY 11			CY 12				Date (mm/dd/yyyy) (if exceeds 8th Q tr	
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	5th Qtr.	6th Qtr.	7th Qtr.		8th Qtr.
GRANT AGREEMENT EXECUTED WITH ONAP									
ENVIRONMENTAL REVIEW COMPLETED									
ICDBG TRAINING									
CONTRACT PROCUREMENT/SELECTION									
FOUNDATION/DIRT WORK COMPLETED									
HOME CONSTRUCTED									
INTERIORS COMPLETED									
UTILITIES COMPLETED									
ICBDO INSPECTION/COMPLETION									
MARKETING/OCCUPANCY									
FINAL GRANT CLOSOUT/AUDIT									
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)	\$ 0.00	\$ 54,859.00	\$ 384,017.80	\$ 161,123.20	\$	\$	\$	\$	\$ Total 600,000.00
11. Cumulative Drawdown (if more than one page, enter total on last page only)	\$ 0.00	\$ 54,859.00	\$ 438,876.80	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 0.00	\$ Total 0.00

ID	Task Name	Duration	Start	Finish	30, '11	Nov 6, '11	Nov 13, '11	Nov 20, '11						
					M	T	W	T	F	S	S	M	T	W
1	Notice of Award	1 day?	Mon 11/7/11	Mon 11/7/11										
2	Prepare Environmental Review	22 days	Thu 11/17/11	Fri 12/16/11										
3	Advertise Carpenter Training	14 days	Mon 4/16/12	Thu 5/3/12										
4	Train work force	14 days	Mon 5/7/12	Thu 5/24/12										
5	Prepare RFP/Contract Documer	5 days	Mon 1/9/12	Fri 1/13/12										
6	Issue RFP for Contract	20 days	Mon 1/16/12	Fri 2/10/12										
7	Open Bids	1 day?	Fri 2/10/12	Fri 2/10/12										
8	Award Contract	1 day?	Tue 2/14/12	Tue 2/14/12										
9	Site work	5 days	Mon 5/14/12	Fri 5/18/12										
10	Water wells	3 days	Mon 5/21/12	Wed 5/23/12										
11	Installation of Septic	3 days	Thu 5/24/12	Mon 5/28/12										
12	Prep site for foundations	7 days	Tue 5/29/12	Wed 6/6/12										
13	Install Foundations	7 days	Thu 6/7/12	Fri 6/15/12										
14	Frame Single Family Unit	45 days	Wed 5/9/12	Tue 7/10/12										
15	Roofing and Siding	20 days	Wed 7/18/12	Tue 8/14/12										
16	Mechanical/Electrical	15 days	Wed 7/18/12	Tue 8/7/12										
17	Interior Finish items	30 days	Mon 7/23/12	Fri 8/31/12										
18	Occupancy	30 days	Wed 8/15/12	Tue 9/25/12										

Project: NVKK project schedule
Date: Thu 6/9/11

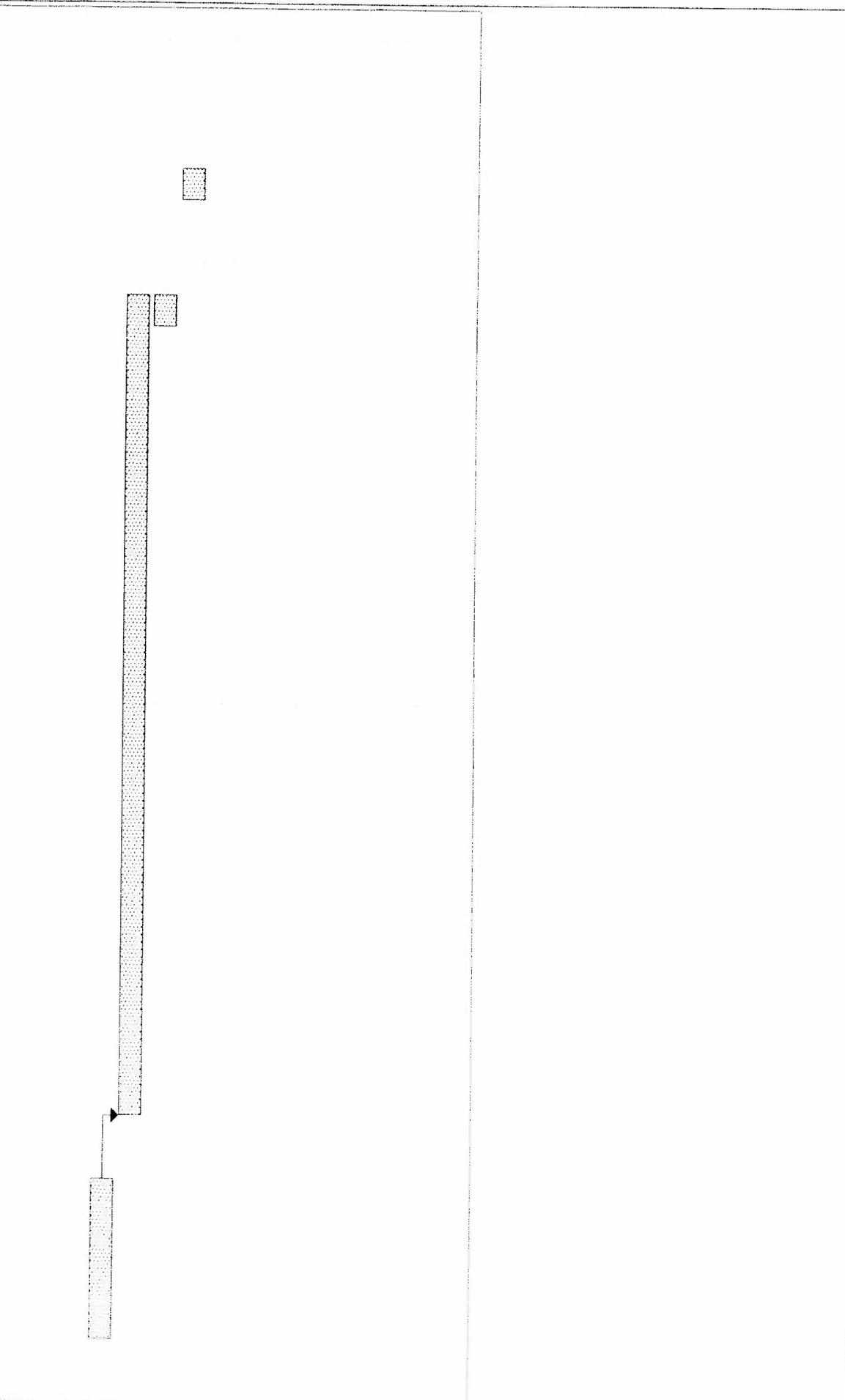
Task  Milestone  External Tasks 

Split  Summary  External Milestone 

Progress  Project Summary  Deadline 

Page 1

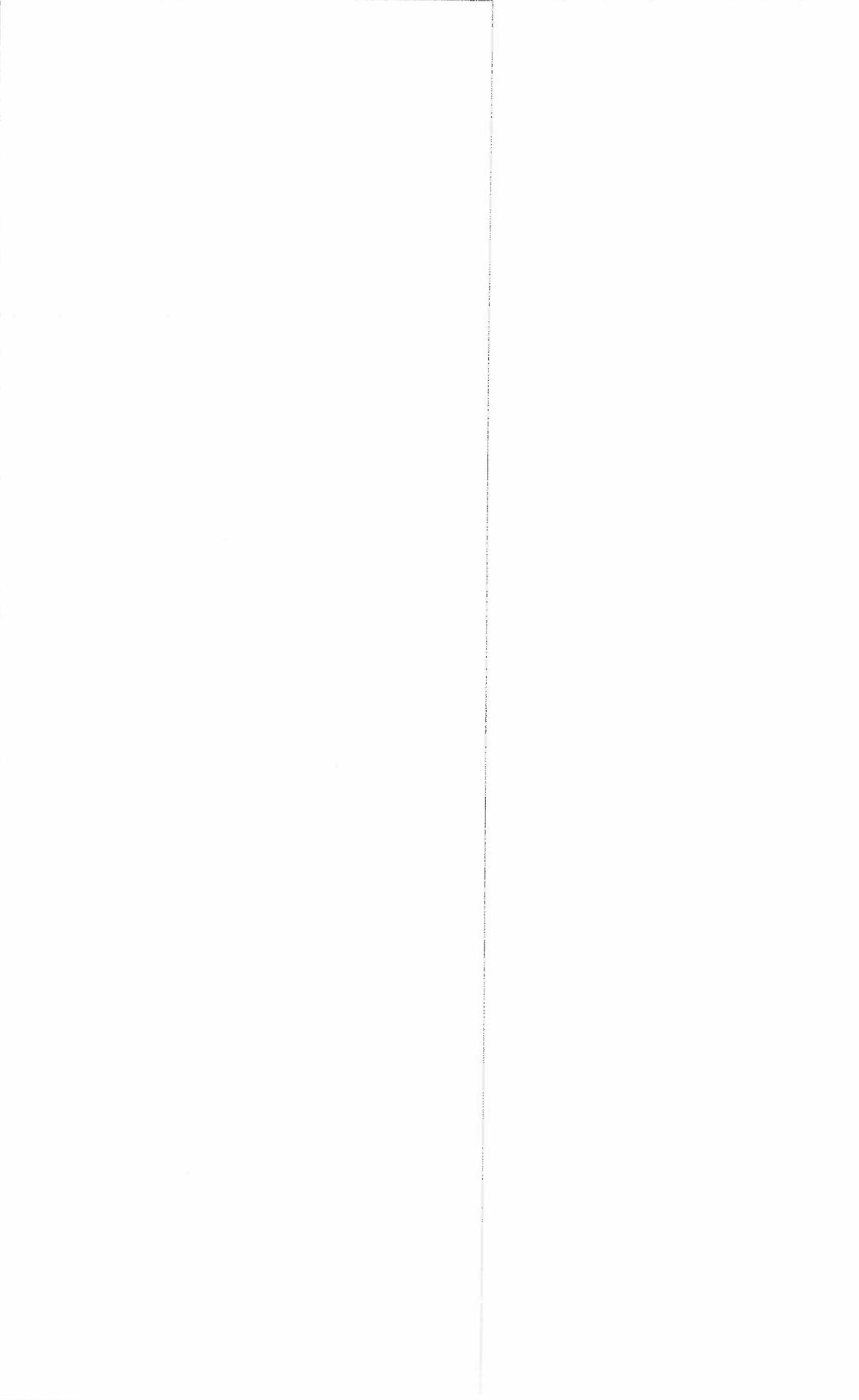
Jan 8, '12 Jan 15, '12 Jan 22, '12 Jan 29, '12 Feb 5, '12 Feb 12, '12 Feb
 S M T W T F S S M T S S M T S S M T S S M T S S M T S S



Project: NVKK project schedule
 Date: Thu 6/9/11

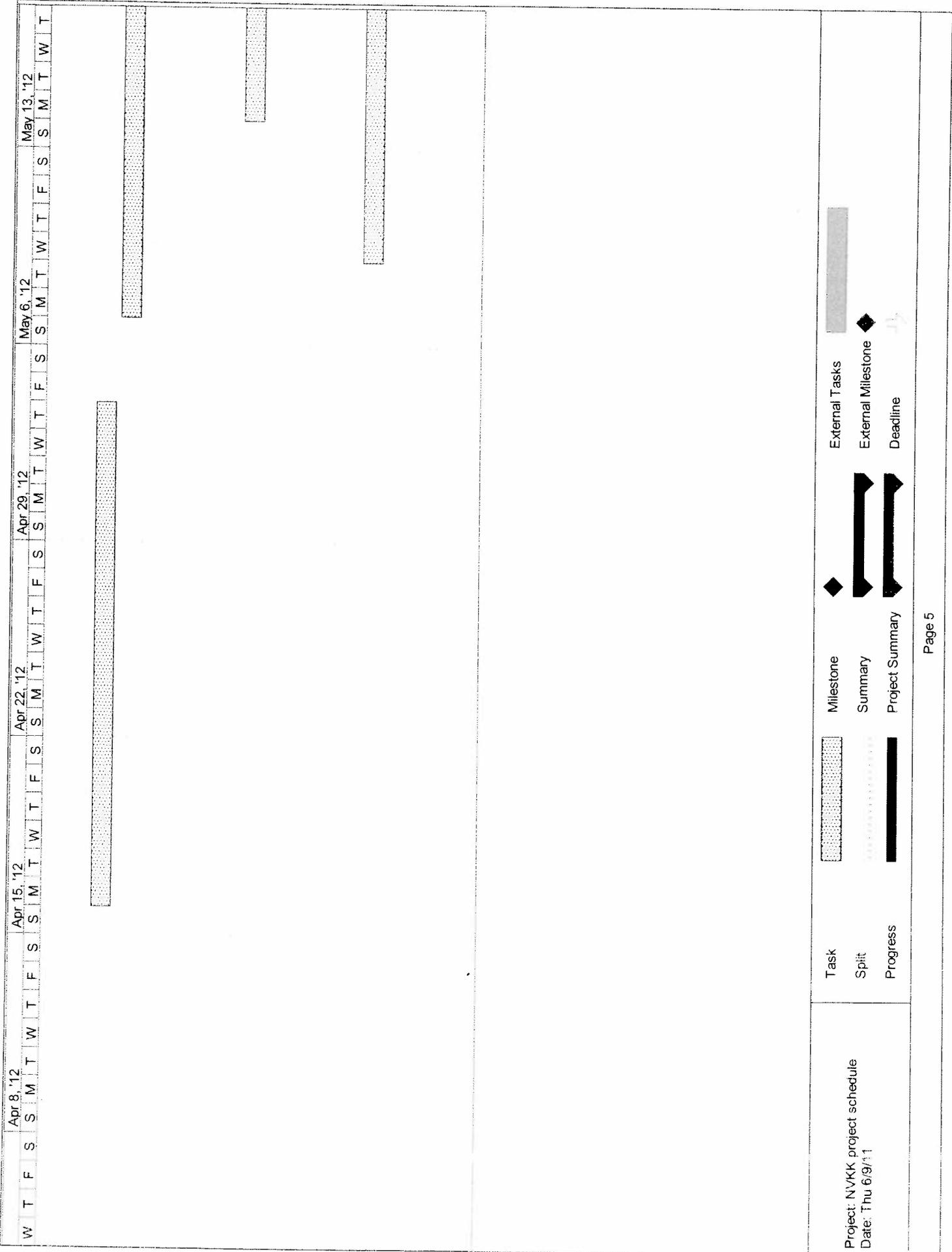
Task		Milestone		External Tasks	
Split		Summary		External Milestone	
Progress		Project Summary		Deadline	

19, '12	Feb 26, '12	Mar 4, '12	Mar 11, '12	Mar 18, '12	Mar 25, '12	Apr 1, '12
M T W T F S S	S M T W T F S S	S M T W T F S S	S M T W T F S S	S M T W T F S S	S M T W T F S S	S M T W T F S S



Project: NVKK project schedule
Date: Thu 6/9/11

Task		Milestone		External Tasks	
Split		Summary		External Milestone	
Progress		Project Summary		Deadline	

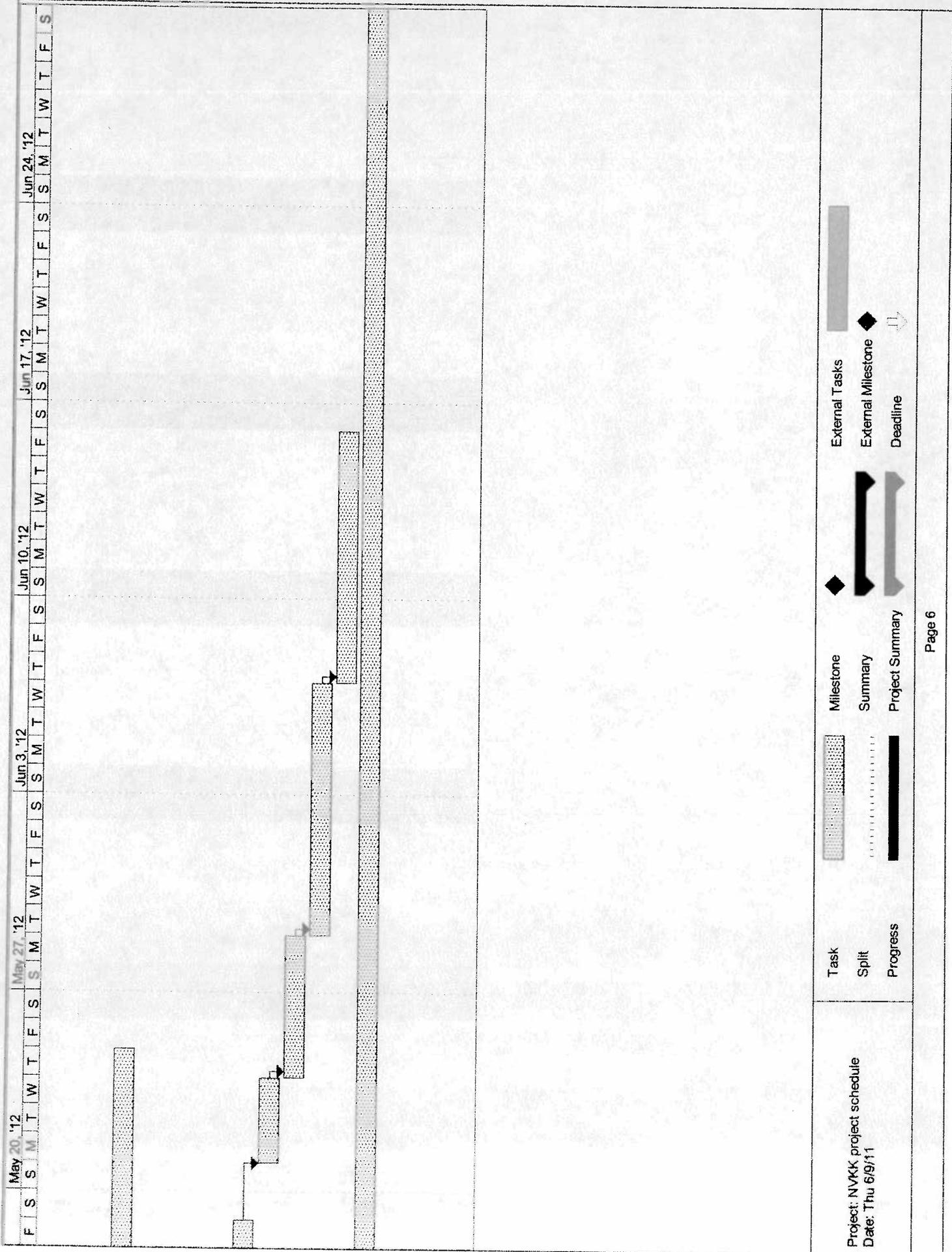


Project: NVKK project schedule
 Date: Thu 6/9/11

Task
 Split
 Progress

Milestone
 Summary
 Project Summary

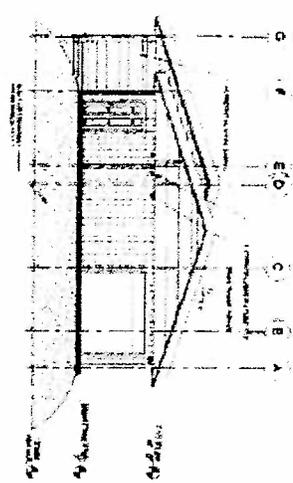
External Tasks
 External Milestone
 Deadline



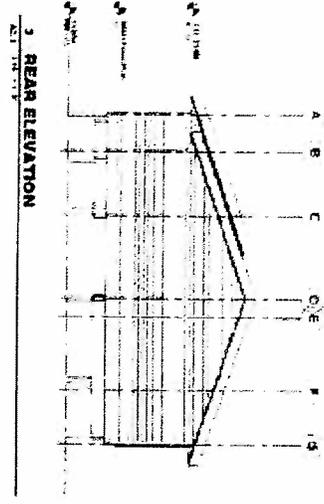
Native Village of Kluti-Kaah
Affordable Homes

Division 1	\$ 47,500.00
Division 2	\$ 84,960.00
Division 3	\$ 58,500.00
Division 6	\$ 175,396.00
Division 7	\$ 56,541.60
Division 8	\$ 36,500.00
Division 9	\$ 106,730.00
Division 11	\$ 32,100.00
Division 15	\$ 126,572.40
Dvision 16	\$85,200.00
Subtotal:	\$ 810,000.00
Administration	\$ 60,000.00
Total:	870,000.00

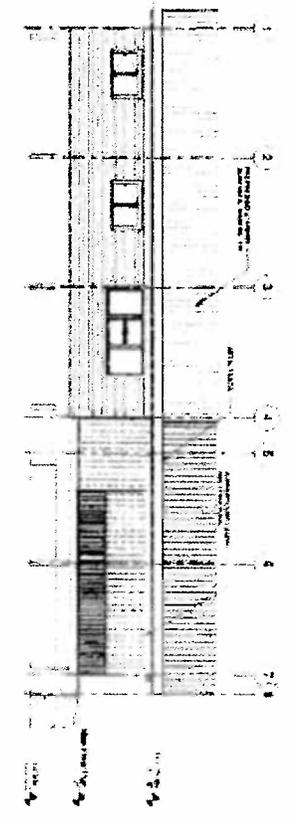
This estimate is for the three (3) single family units building upon masonry/concrete foundations. Each unit comprises 3-bedrooms, 1.5 baths totally approximately 1200 sq. feet of living space. Each unit has a mechan room, laundry area and well/septic system.



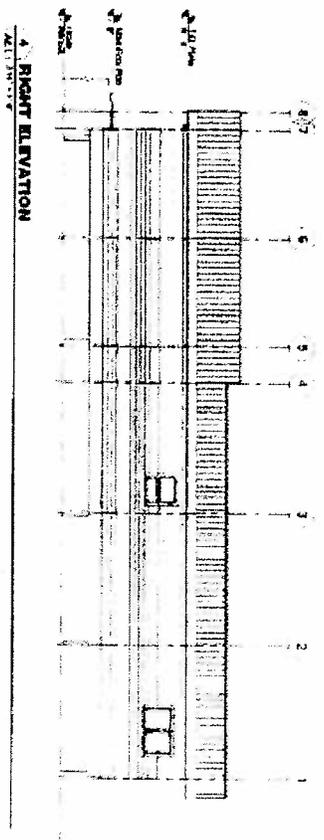
1 FRONT ELEVATION



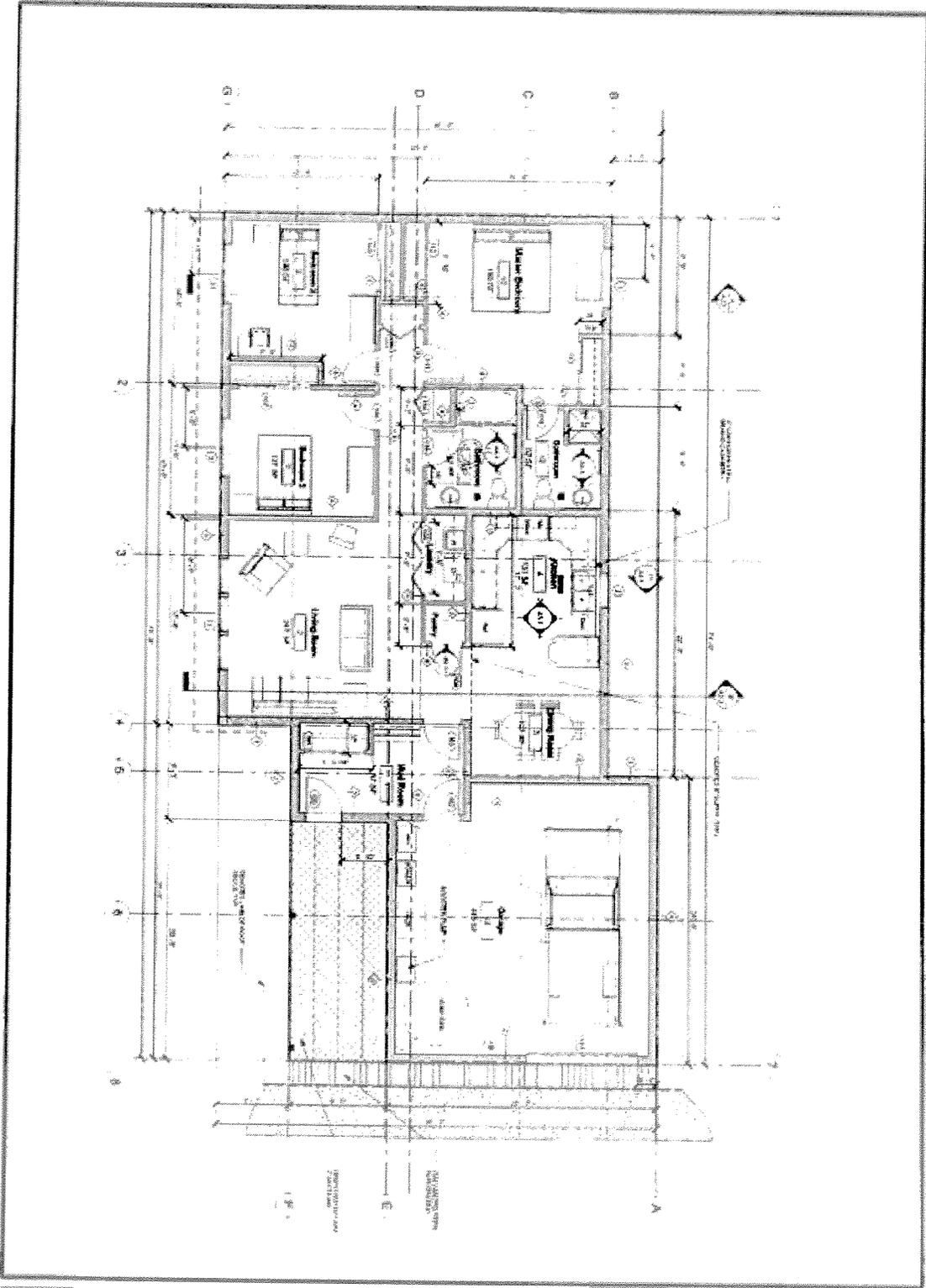
2 REAR ELEVATION



3 LEFT ELEVATION



4 RIGHT ELEVATION




Copper River Basin Regional Housing Authority
 Single Family Homes -

NATIVE VILLAGE OF KLUTI-KAAH

CERTIFICATION

SINGLE AUDIT REPORT

I, certify that the Native Village of Kluti-Kaah, expects to expended LESS than \$500,000 in total Federal financial assistance for Fiscal Year 2010 and that we are not required to submit a Single Audit Report to the Office of Inspector in accordance with the Single Audit Act.

I understand that if our level of Federal financial assistance increases in future fiscal years and we expend more than \$500,000 in one year, we must submit a Single Audit Report to the Federal Audit Clearinghouse within 9 months of the close of our fiscal year.

This certification is being made and signed by an approving official



Katherine McConkey, President
Native Village of Kluti-Kaah

06/10/2011
Date

Native Village of Kluti-Kaah
PO BOX 68
Copper Center, Alaska 99573

Resolution 11-04

ENTITLED: Certifying and Adopting Financial Controls and Maintenance Certification

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct 3 Single Family Homes in Copper Center, Alaska; and

WHEREAS, it is necessary to certify financial control and Maintenance Responsibilities,

WHEREAS, the Native Village of Kluti-Kaah certifies that the Council's has adopted financial management and procurement policies and procedures that are currently in effect.

NOW THEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the Council also certifies the funds for this project will be managed in their entirety by the Copper River Basin Regional Housing Authority, which has adopted financial control and management systems and procurement procedures which meet the requirements of 24 CFR 603, 24 CFR Part 85 and OMB Circular A-87, and was found in compliant with during an ONAP review, dated July 2009, and

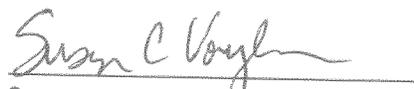
NOW THEREFORE BE IT FURTHER RESOLVED, by the Native Village of Kluti-Kaah that the Council certifies the maintenance responsibility for these homes built under the ICDBG Grant will be homebuyers, as established in Section 6 of Copper River Basin Regional Housing Authority's Homeownership agreement.

This resolution was presented for passage before the Native Village of Kluti-Kaah on this day 9th of June, 2011 and was approved and adopted.



President or Vice President

ATTEST:



Secretary

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

FINANCIAL POLICIES

Revised March 25, 2008

Policy Statement

The Board of Commissioners recognizes that the CRBRHA is in the property management business. The Board also recognizes that an essential element for the financial health of the CRBRHA is the development and use of procedures for the safe handling and investment of funds and particularly, controls on cash. Without such procedures, the CRBRHA risks losing assets by theft and also increases the risks associated with accounting errors.

These financial management policies reflect standard business procedures that will govern the investment of funds, handling of cash collections, cash disbursements, petty cash funds, and capitalization of CRBRHA assets. The procedures governing the financial management of the CRBRHA shall comply with the provisions at 24CFR 85.20, OMB Circular A-133 and OMB Circular A-87.

1. Investment Procedures

a. CRBRHA Responsibility

1. The CRBRHA shall invest any funds not needed for the immediate operation of the CRBRHA's programs in eligible interest bearing accounts and investments.
2. The CRBRHA Financial Manager shall be the custodian of the official CRBRHA investment records.
3. The CRBRHA Executive Director in cooperation with the Financial Manager shall prepare and present all depository agreements with the designated financial institutions to the Board of Commissioners for approval by resolution. All transactions shall be documented in the Board minutes.
4. The Financial Manager shall determine the investment amounts, duration, and type.

5. The Financial Manager shall prepare a cash forecast report which defines expected cash inflows and outflows on a monthly basis to project expected cash shortfalls and surpluses for determining investment amounts and timing.
6. Investments shall be scheduled to mature to cover any shortfalls in cash. Investments comprised of Indian Housing Block Grant (IHBG) funds shall be invested for no longer than two (2) years.
7. Access to investment securities storage areas shall be restricted to the Executive Director, Financial Manager or other CRBRHA employees designated by the Executive Director. Areas accessible to the general public shall not be used to store investment securities.
8. At a minimum, investment securities shall be kept in a locking, fireproof safe. Highly negotiable securities should be stored in a safety deposit box.
9. The CRBRHA Financial Manager shall maintain an investment ledger in a location separate and apart from the investments, so that in the event of fire, theft, or other loss, a new ledger may be prepared from the investments or the investments may be replaced or a claim filed based on information from the ledger. For electronic ledgers, a back-up copy of the ledger shall be maintained separate and apart from the investments in a safety deposit box.
10. The CRBRHA Financial Manager shall keep invested Indian Housing Block Grant (IHBG) funds in accounts separate from other CRBRHA funds.
11. All investments shall be in the name of the Copper River Basin Regional Housing Authority and maintained in custodian or trust accounts.
12. The Executive Director and Financial Manager shall periodically reconcile the investment ledger to the general ledger. The Executive Director shall determine how often this reconciliation takes place.
13. An investment ledger shall be maintained by the Financial Manager to track all investment activities. The investment ledger shall include the investment type, the interest rate, the purchase price, maturity and sales date, the financial institution, the principal amount invested, the program ownership, the account number, and the interest payment terms. This ledger may be prepared in a spreadsheet format to ease management

and reporting. The ledger shall be prepared in a format that sorts the investments by maturity date and CRBRHA program ownership.

14. The Financial Manager shall ensure that all interest earned is collected and credited in the appropriate accounting records of the CRBRHA.
15. An annual physical inventory shall be taken of all investment securities and matched against the investment register. The Financial Manager shall maintain records of this inventory.

b. Financial Institution's Responsibility

1. Investment documents are to be kept by the respective financial institution.
2. The respective financial institution shall serve as the custodian of securities and the Financial Manager will be responsible for maintenance of the investment accounting records.
3. The respective financial institution shall be responsible for the maintenance of custodial accounts.
4. The respective financial institution, as custodian, shall insure interest is credited to the right accounts. The accounts are also to be checked by the CRBRHA Financial Manager and audited in accordance with the Single Audit Act.
5. CRBRHA funds shall only be invested in the eligible investment instruments listed at 24CFR 1000.58(c) which include the following:
 - (A) Obligations of the United States.
 - (B) Obligations issued by Government sponsored agencies.
 - (C) Securities that are guaranteed or insured by the United States.
 - (D) Mutual (or other) funds registered with the Securities and Exchange Commission and which invest only in obligations of the United States.
 - (E) Accounts that are fully collateralized to ensure protection of the funds, even in the event of bank failure.

2. Internal Control Procedures

Accounting methods employed by the CRBRHA shall, at a minimum, satisfy such requirements as may be prescribed by Federal or State laws, regulation, or guidelines. Additional accounting methods shall be employed to satisfy applicable government accounting standards promulgated by such competent authoritative sources as the National Committee on Governmental Accounting.

a. Cash Collections Control Procedures

1. Cash, checks, or money orders will be deposited in banks where the CRBRHA has approved depository agreements. Deposits shall be made twice weekly regardless of the amount accumulated.
2. When cash is retained in the office overnight, it must be stored in a locked, fireproof safe.
3. Checks received shall be immediately stamped "For Deposit Only".
4. Only CRBRHA employees designated by the Executive Director are authorized to receive payments from program participants and issue receipts.
5. The supply of unassigned receipts will be adequately safeguarded and kept in the custody of CRBRHA personnel.
6. A receipt shall be issued for each payment collected so there is an official record of each transaction.
7. Receipts shall be pre-numbered. One part shall be given to the program participant and one part, having the same number, shall be retained by the CRBRHA for its permanent record.
8. Receipts shall contain, at a minimum, the following information: (1) name of the program participant being credited with the payment, (2) date, (3) amount of payment, (4) method of payment (cash, check, etc.).
9. A bank deposit slip shall be prepared and shall include details as to the amount of coin, currency and checks. The total of the deposit or deposits must reconcile with the HDS batch report for that period. The batch report must then be closed out. A CRBRHA employee other than the one who completed the cash receipts shall reconcile the receipts.

10. All payments shall be deposited intact with the appropriate deposit slip to provide an additional record. Under no circumstances shall any disbursements be made from payments received.
11. Payments received shall be recorded in the individual program participant accounts receivable records on the day it is received even when the money is not deposited on the same day. Cash receipt numbers shall be recorded on both the deposit slip and the program participant account receivable records.
12. The Housing Management Coordinator or his/her designee shall be responsible for posting the program participant accounts receivable records. The Financial Manager or his/her designee shall make the bank deposits.

b. Cash Disbursement Control Procedures

1. All disbursements must be made by either check, wire transfer, electronic fund transfer or petty cash as deemed appropriate by the Executive Director or the Financial Manager.
2. All checks must be pre-numbered and used in sequence. Voided checks must be retained and recorded.
3. All checks shall require one signature by a Board Member or a Board approved CRBRHA employee. All checks over five thousand dollars (\$5,000.00) shall require two signatures by a Board Member and or a Board approved CRBRHA employee.
4. The supply of unused checks must be adequately safeguarded in a fireproof cabinet or safe.
5. The Accounting Technician or his/her designee shall prepare checks.
6. The Board of Commissioners shall approve an appropriate number of CRBRHA employees to sign checks in addition to the Executive Director. No individual shall ever sign a check on which he/she is the payee.
7. All check vouchers shall contain enough narrative description to specifically identify the purposes of the payment and the account to which the cost is to be charged.
8. Checks shall never be written for "cash".

9. Checks shall not be signed or countersigned in advance of being completely filled out. Each check shall be accompanied by supporting documentation, including invoices, travel vouchers, etc. The Executive Director or his/her designee shall approve the supporting documentation.
10. Authorized check signers shall review each check carefully and not sign any check, which has evidence that any part of the check has been altered. If it is necessary to change a check, the check must be voided and a new check issued.
11. The signed check should be mailed or delivered by the Executive Director or his/her designee.
12. The Financial Manager or his/her designated employee shall reconcile CRBRHA bank statements.
13. All checks shall be pre-printed and pre-numbered and shall contain the CRBRHA name.
14. When invoices are paid, the invoice shall be attached to a copy of the check used to remit payment to avoid paying the same invoice more than once.
15. A petty cash fund shall be maintained for minor expenses (less than \$100.00) that require immediate payment. The petty cash fund shall be kept in a secure cabinet or drawer under the control of the Finance Department. The Finance Department shall replenish the petty cash as deemed necessary by submitting a Check Request Form. The Check Request shall include receipts for all expenditures and a reconciliation of the receipts and the funds remaining in petty cash.

c. CRBRHA Payroll Disbursement Procedures

1. In addition to the disbursement procedures described in Section B, the following additional procedures shall apply to payroll disbursements.
2. The CRBRHA shall have written authorizations on file for all employees that cover their rates of pay, withholdings and deductions.
3. The Executive Director or his/her designee shall establish adequate timekeeping controls including the use of time sheets and there shall be supervisory review and approval of all employee time/leave records prior to issuance of a check.

4. The Financial Manager or his/her designee shall prepare payroll checks. Payroll duties, such as timekeeping, salary authorization shall be the responsibility of the Financial Manager or his/her designee.
5. The CRBRHA shall never pay any employee for more than 100 percent of his/her time through the encumbrance of more than one position or title.
6. No personal loans or loan guarantees are to be made to employees including loans for vehicles.
7. Payroll advances shall not be allowed except in those emergency situations determined by the Executive Director or his/her designee. Advances may not exceed 80% of actual hours worked.
8. All payroll disbursements are to be performed in compliance with the State of Alaska and Federal Fair Labor standards provisions...This specifically includes compliance with exempt and nonexempt employee standards.

d. Bad Debt Expense

Bad debt expense is used to account for rental and other revenue that is not collected. At the end of each year, a determined percentage of rental revenue should be expensed to reflect the uncollected portion of the Tenant/Homeowner Accounts Receivable. Actual amounts of uncollected rent for the period shall be used.

e. Agreements with financial institutions

1. The Executive Director shall be responsible for approving any agreements for services provided to the CRBRHA by banks or other financial institutions.
2. Any change in the type of services being used or provided by a bank or other financial institution shall require the approval and signature of the Executive Director.
3. Banks and financial institutions that the CRBRHA has agreements for services with shall receive written notice of these adopted financial management policies.

3. Capitalization Procedures

a. Categories

1. The capitalization of CRBRHA owned property is necessary for establishing and maintaining the CRBRHA property ledger in its book of accounts.
2. All property and equipment owned by CRBRHA shall be divided into two categories: Expendable items or Non-expendable items.
3. Expendable items are purchased or donated items costing less than \$5,000.
4. Non-expendable items purchased or donated are items having a useful life of more than 12 months and costing more than \$5,000.

b. Requirements

1. Non-expendable items shall be capitalized by the Executive Director or his/her designee for budgeting and financial control purposes.
2. The Executive Director or his/her designee shall maintain a list of all capitalized items for inventory control purposes.
3. An annual depreciation schedule should be set up for the capitalized assets.

4. Credit Card Control

- a. Credit cards may be made available to authorized CRBRHA employees who agree to be financially responsible for properly using the credit cards.
- b. The Executive Director shall authorize CRBRHA employees who may possess and use CRBRHA credit cards. For the purpose of this policy, any CRBRHA employee possessing a CRBRHA credit card shall be referred to as a CARDHOLDER.
- c. CRBRHA credit cards are for authorized business expenditures and not intended to be used by employees as a substitute for personal credit cards.
- d. CRBRHA shall develop a written agreement that clarifies the employee's rights and responsibilities with respect to CRBRHA's credit card program. Employees who are assigned credit cards shall sign this written agreement to document their awareness of this policy along with agreeing to the terms of

the agreement. At a minimum, the agreement shall contain the following provisions:

1. Authorized Business Uses. The CARDHOLDER agrees to use the CRBRHA credit card for authorized business expenditures only. The Executive Director or the Financial Manager must authorize business expenses before charges are incurred on the CRBRHA credit card in accordance with applicable CRBRHA policies, procedures, and practices. Valid business expenses may be authorized in writing retroactively; however, if this does not occur, CARDHOLDER will be responsible for reimbursing and will reimburse CRBRHA for such charges as if they were for personal use and erroneously charged.
2. No Personal Use. The CARDHOLDER agrees not to make personal charges on the CRBRHA credit card. If the CARDHOLDER erroneously charges a personal item on the CRBRHA credit card, he or she agrees to reimburse CRBRHA within thirty (30) days for the credit card charges for such personal use, including any finance, late, or penalty charges. Such unauthorized charges may constitute grounds for termination of the individual making the charges.
3. Lost or Stolen CRBRHA Credit Cards. If the CARDHOLDER discovers that his or her CRBRHA credit card has been lost or stolen, he or she agrees to notify the credit card company immediately and CRBRHA on the first business day after discovery of the loss. If the CARDHOLDER fails to report the loss promptly, he or she will be solely liable to CRBRHA for any charges on that card.
4. Credit Limit. The CARDHOLDER agrees not to exceed the CRBRHA credit card's established credit limits. If a higher limit is required, the CARDHOLDER agrees to submit to CRBRHA a request for the new credit limit along with a justification.
5. Payment of Credit Card Billing. CRBRHA will ensure all billings charged on the Cardholder's CRBRHA credit card are mailed to CRBRHA. CRBRHA will pay all amounts charged on the CARDHOLDER's CRBRHA credit card. CARDHOLDER will reimburse CRBRHA for all amounts erroneously charged or not authorized.
6. Receipts. The Cardholder agrees to submit to CRBRHA, within one week of transaction, receipts for all expenses charged on his or her CRBRHA credit card.
7. Examination of Billings. Upon the request of CRBRHA, the CARDHOLDER agrees to examine billings for his or her CRBRHA credit

card to assure that all charges are valid. If there are incorrect charges, the CARDHOLDER agrees to notify CRBRHA immediately and, as requested, to complete and return any forms for disputing such charges to the credit card company. If the CARDHOLDER fails to report incorrect or disputed charges promptly as required under this paragraph, the CARDHOLDER agrees he or she will be liable to CRBRHA for any resultant charges.

8. Changes in Name. The CARDHOLDER agrees to notify CRBRHA of any change in his or her name as it appears on his or her CRBRHA credit card.
9. Surrender of CRBRHA Credit Card. The CARDHOLDER agrees to surrender his or her CRBRHA credit card upon demand by CRBRHA or when there is no longer a business need for the card, or when his or her employment with CRBRHA is terminated. The CARDHOLDER agrees to pay all monies owed to CRBRHA upon his or her surrender of the CRBRHA credit card.
10. Disciplinary Action; Cause for Removal. The CARDHOLDER must acknowledge that misuse and/or mismanagement of the CRBRHA credit card may result in disciplinary action against a CRBRHA employee, including but not limited to termination of his or her employment.
11. Termination. If the CRBRHA terminates a credit card, the CARDHOLDER shall, upon receipt of written notice of termination, surrender to CRBRHA the credit card.

5. Credit Accounts

- a. The Executive Director shall authorize opening any credit accounts.
- b. The accounts will be used for CRBRHA business expenditures and not intended to be used by employees

5. Donations

Without the expressed consent of the Board of Commissioners donations of any kind will be prohibited.

6. Budget Control

- a. The CRBRHA shall define a budget as a realistic estimate of the operating revenue and expenditures to be incurred in the prudent operation of the CRBRHA during a specific period of time.

- b. The specific period of time to be used for budgeting purposes for CRBRHA programs funded by an Indian Housing Block Grant through the Native American Housing and Self-Determination Act (NAHASDA) shall be the same as the Plan Year defined in the CRBRHA's Indian Housing Plan (IHP). The CRBRHA's Plan Year shall be the same as the CRBRHA's fiscal year (October through September).
- c. Each annual operating budget shall include adequate justification and a narrative of the relation of the requested budget to the CRBRHA's goals, objectives and activities described in the CRBRHA's Indian Housing Plan required by NAHASDA.
- d. The Executive Director shall be responsible for the efficient and effective use of budget appropriations and the control of costs.
- e. The CRBRHA management team comprised of the Executive Director and respective Department Directors shall work together to prepare the budget.
- f. The basis for budget assumptions for the management team shall be the 5-year goals and objectives described in the CRBRHA's IHP.
- g. The Finance Department's role in the budgeting process is to ensure that the management team has the most current information available regarding budget to actual comparisons.
- h. Each annual operating budget shall be approved and adopted by the CRBRHA Board of Commissioners before the information from the budget is included in the CRBRHA's IHP.
- i. The annual operating budget should be prepared by the management team prior to the submission of the IHP for the next Plan Year pursuant to a budget development timeline established by the Executive Director.
- j. The Executive Director shall always recommend a balanced annual operating budget to the CRBRHA Board of Commissioners.
- k. Revisions in an operating budget necessitated by changes in circumstances or estimates during a Plan Year shall be processed in the same manner as the original budget.
- l. Expenditures shall not be made that exceed an appropriation for a major expenditure category of a budget except in emergency situations as determined by the Executive Director.

- m. An annual operating budget is to be prepared and adopted for each fiscal year to authorize and control the financial operations of the CRBRHA.
- n. The budgets should provide sufficient detail to enable the Board of Commissioners and CRBRHA management to make informed decisions about spending and investing CRBRHA resources.
- o. The Executive Director shall establish procedures to monitor the progress of the budget throughout the year. The monitoring activities shall enable the Executive Director and the Board to:
 - 1. Monitor how its financial plan is working;
 - 2. Determine how its spending is preceding in relation to its budget;
 - 3. Identify unexpended budget to actual differences;
 - 4. Determine the validity of its budget estimating techniques;
 - 5. Determine whether any budget amendments are required before the budget is exceeded;
- p. Budget reports shall show budgeted income and expenses, actual income and expenses along with the percentage or variance of each budget line item received or spent.
- q. Budget reports comparing the budgeted revenue and the actual expenditures shall be prepared under the direction of the Executive Director and presented to the Board of Commissioner at each regular Board meeting. After the Board has reviewed the budget reports, the reports may also be made available to other organizations that the CRBRHA has agreements with including Ahtna, Inc., U.S. Dept. of Housing and Urban Development (HUD) and the villages and tribes that have designated the CRBRHA as their Tribally Designated Housing Entity (TDHE).

SCHEDULE OF REPORTS

Recipient	Distributed	Description	Prepared by
BOC	Regular Meetings	Board Reports	Financial Officer
Villages	Monthly if Active	Project Revenue & Expense Reports With Narrative	CRBRHA Director
Department Managers	Monthly	Department Revenue & Expense Reports Including Detailed Monthly Activity	Financial Officer
Project Managers	If Applicable	Project Revenue & Expense Reports	CRBRHA Director



COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY
P.O. BOX 89 GLENNALLEN, ALASKA 99588

Resolution 11-04

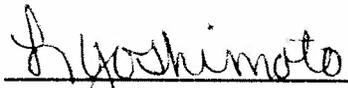
ENTITLED: Approving development funds for Native Village of Kluti-Kaah Indian Community Development Block Grant

WHEREAS: There is a need to designate a portion of the FY11 NAHASDA development funds to fund a match requirement for an Indian Community Development Block Grant (ICDBG) application for the FY11 Kluti-Kaah Affordable Homes Project.

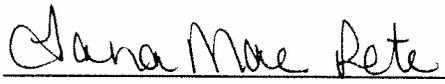
WHEREAS: The amount of \$150,000 of approved existing funds will ensure maximum points for the Native Village of Kluti-Kaah's, Indian Community Development Block Grant Affordable Homes Project; and

NOW THEREFORE BE IT RESOLVED: by the Board of Commissioners of Copper Basin Regional Housing Authority that \$150,000 of the approved FY11 NAHASDA funds be designated for the Kluti-Kaah Affordable Homes Project FY12.

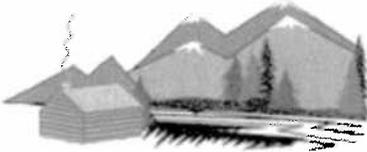
ADOPTED AND APPROVED ON THIS 8TH day of June, 2011 through a telephonic poll ___5___ in favor, ___0___ against and ___0___ abstentions.



Lisa Yoshimoto, Chair



Tana Mae Pete, Secretary/Treasurer



COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

P.O. BOX 89 GLENNALLEN, ALASKA 99588

CRBRHA-11-618

June 8, 2011

Native Village of Kluti-Kaah
Katherine McConkey, President
P.O. BOX 68
Copper Center, Alaska 99573

RE: Firm Commitment of \$150,000 to Native Village of Kluti-Kaah ICDBG Application and Affirmation of CRBRHA's Commitment to undertake maintenance responsibilities of new development

Dear Ms. McConkey:

The Copper River Basin Regional Housing Board of Commissioners met on June 3, 2011 to discuss Native Village of Kluti-Kaah request for a 25% match for their Indian Community Development Block Grant (ICDBG) application to construct a 3 single family units in Kluti-Kaah.

I am pleased to notify you that our Board of Commissioners have approved the Native Village of Kluti-Kaah request in the amount of \$150,000 to be used as a 25% cash match for its ICDBG application. This cash match will be allocated from CRBRHA's FY 2012 Indian Housing Block Grant which will be submitted the Summer of 2011 to HUD – ONAP in Anchorage. CRBRHA's FY2012 Indian Housing Plan will identify and commit the IHBG resources to the Native Village of Kluti-Kaah new housing project.

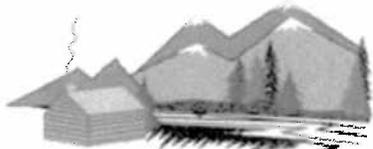
Further, the CRBRHA Board of Commissioners has authorized me as the legal signatory for all CRBRHA financial transactions including agreeing to a firm commitment of match contribution. I affirm that this funding commitment is contingent only upon receipt of FY 2011 ICDBG funding to Native Village of Kluti-Kaah.

Furthermore, I also would like to reiterate CRBRHA's commitment to be responsible for the new housing development as agreed to be in the Native Village of Kluti-Kaah and CRBRHA sub-recipient agreement. That during the sales term, that CRBRHA will be the legal owner of the development and will be responsible for the maintenance of the ICDBG funded housing at Native Village of Kluti-Kaah as prescribed in CRBRHA's Affordable Homeownership Program policies and procedures.

Sincerely

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

Teri Nutter
Executive Director



COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

P.O. Box 89 GLENNALLEN, ALASKA 99588

CRBRHA-11.622

May 31, 2011

ICDBG Review Committee
HUD/ONAP
3000 C Street, Suite 401
Anchorage, Alaska 99503

RE: Native Village of Kluti-Kaah's Maintenance of Single Family units

Dear Committee:

The maintenance responsibility for the three (3) Single Family Homes to be built with ICDBG, NAHASDA and AHFC funds will be the participants selected to receive the homes.

If for whatever reason the selected participants default on the executed lease agreement, the CRBRHA will rehabilitate the home and charge the tenant accordingly.

A copy of the Homeownership and Occupancy Agreement is attached.

Respectfully submitted,

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

Teri Nutter
Executive Director

Affordable Housing And Occupancy Agreement

This AHO Agreement has been revised to reflect changes since the passing of the Native American Housing Assistance and Self Determination Act ("NAHASDA") as well as changes in the administrative procedures of HUD and the Copper River Basin Regional Housing Authority.

The Copper River Basin Regional Housing Authority Admissions & Occupancy Policy (most recent revision) governs the implementation and administration of this Agreement and by this reference is incorporated herein.

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**Article I
Parties; Definitions**

1.1 Parties.

This Affordable Housing and Occupancy Agreement ("Agreement") is entered into by and between the Copper River Basin Regional Housing Authority ("TDHE") and the Homebuyer whose signature(s) appears below. Under this Agreement, the TDHE will give the homebuyer an opportunity to achieve ownership of a home in the Project in return for fulfilling the homebuyer's obligations to make monthly payments in accordance with TDHE policies, to provide all maintenance of the home and to satisfy all other program requirements including an annual certification of income and family composition. The terms and conditions of this Agreement are attached hereto and made a part hereof. This Agreement has been executed in duplicate original, and the Homebuyer hereby acknowledges receipt of one such original.

TDHE: COPPER RIVER BASIN REGIONAL HOUSING
AUTHORITY

By: _____

(Official Title) _____

(Homebuyer)

(Homebuyer's Spouse)

(Project #) (Unit #)

- Initial Homebuyer
- Subsequent Homebuyer

Date: _____

1.2 Definitions.

In addition to the definitions listed below, certain Construction Contract terms as used herein shall have the same meaning as in the Construction Contract.

Construction Contract. The contract for construction in the case of the Conventional method, or the Contract of Sale in the case of the Turnkey method (new construction only).

Copper River Basin Regional Housing Authority Affordable Housing & Occupancy Policy. The TDHE policy that governs implementation and administration of the Affordable Housing Program.

Home. The dwelling unit covered by this AHO Agreement.

Homebuyer. The person(s) who has executed this AHO Agreement and who has not yet achieved homeownership.

Homeowner. A former homebuyer who has achieved ownership of his or her home and acquired title to the home.

HUD. The U.S. Department of Housing and Urban Development.

HUD Field Office. The HUD Offices in Chicago, Oklahoma City, Denver, Phoenix, Seattle, and Anchorage, which have been delegated authority to administer programs under the United States Housing Act of 1937 and NAHASDA for the area in which the TDHE is located.

AH. Affordable Housing.

AHO Agreement. An Affordable Housing and Occupancy Agreement between the TDHE and a homebuyer.

AH Program. The Affordable Housing Homeownership Opportunity Program.

NAHASDA. Native American Housing Assistance and Self-Determination Act.

Project. Housing developed, acquired, or assisted by a TDHE and the improvement of this housing.

Subsequent Homebuyer. Any homebuyer other than the homebuyer who first occupies a home pursuant to a AHO Agreement.

TDHE. Tribally Designated Housing Entity. An entity that is authorized to engage in or assist in the development and operation of low income housing for Alaska Natives by operation of State law providing specifically for housing authorities for Alaska Natives, including regional housing authorities in the State of Alaska. In this Agreement, the TDHE is the Copper River Basin Regional Housing Authority.

TDHE Homeownership Financing. TDHE financing for purchase of a home by an eligible homebuyer who gives the TDHE a promissory note and mortgage for the balance of the purchase price.

MPA. Maintenance Payment Account. A homebuyer account in the AH Program credited with the amount of any periodic occasional voluntary payments in excess of the required monthly payments.

Article II Change in Income.

2.1 If a family's income changes after the AHO Agreement is executed, but before the unit is occupied so that it no longer qualifies for the program, the TDHE may reject the family from this program. If it becomes evident that a family's income is inadequate to meet its obligations, the TDHE may counsel the family about other housing options, such as its rental program. Inability of the family to meet its obligations under the Homebuyer Agreement is grounds for termination of the Agreement.

Article III Commencement of Occupancy.

3.1 Notice.

- (a) The TDHE shall determine whether the homebuyer has met all requirements for occupancy, including fulfillment of mandatory homebuyer counseling requirements. In the event of an affirmative determination, the homebuyer shall be notified in writing that the home is available for occupancy as of a date specified in the notice ("Date of Occupancy").
- (b) If the TDHE determines that the homebuyer has not fully met any of the requisites for occupancy, the homebuyer shall be so notified in writing. The Notice:
 - (1) must specify the date by which all requirements must be satisfied; and
 - (2) shall advise the homebuyer that the AHO Agreement will be terminated and a substitute homebuyer selected for the unit if the requirements are not satisfied.

3.2 Term.

The term under this Agreement shall commence on the first day of the calendar month following the Date of Occupancy and shall expire when the Initial Purchase Price has been fully amortized in accordance with the homebuyer's Purchase Price Schedule (see Sections 8. and 8.3) unless this Agreement is terminated or the homebuyer acquires ownership of the Home.

Article IV Inspections: Responsibility for Items Covered by Warranty.

4.1 Inspection before Move-in and Identification of Warranties. (New Construction Only)

- (a) To establish a record of the condition of the home on the date of Occupancy, the homebuyer (including a subsequent homebuyer) and the TDHE shall make an inspection of the home as close as possible to, but not later than, the date the homebuyer takes occupancy. (The record of this inspection shall be separate from the certificate of completion, but the inspections may, if feasible, be combined.) After the inspection, the TDHE representative shall give the homebuyer a signed statement of the condition of the home and equipment and a full written description of all homebuyer responsibilities. The homebuyer shall sign a copy of the statement, acknowledging concurrence or stating objections; and any differences shall be resolved by the TDHE

and a copy of the signed inspection report shall be kept at the TDHE's office.

- b) Within 30 days of commencement of occupancy of the home, the TDHE shall furnish the homebuyer with a list of applicable contractors', manufacturers' and suppliers' warranties indicating the items covered and the periods of the warranties, and stating the homebuyer's responsibility for notifying the TDHE of any deficiencies that would be covered under the warranties.

4.2 Inspections during contractors' warranty periods, responsibility for items covered by contractors', manufacturers' or suppliers' warranties. (New Construction Only)

In addition to inspection required under Section 4.1(a), the TDHE will inspect the home regularly in accordance with paragraph 6.3(a). However, it is the responsibility of the homebuyer, during the period of the applicable warranties, to promptly inform the TDHE in writing of any deficiencies arising during the warranty period (including manufacturers' and suppliers' warranties) so that the TDHE may enforce any rights under the applicable warranties. If a homebuyer fails to furnish such a written report in time, and the TDHE is subsequently unable to obtain redress under the warranty, correction of the deficiency shall be the responsibility of the homebuyer.

4.3 Annual Inspections.

The TDHE shall perform inspections annually in accordance with Section 6.3(a).

4.4 Inspection Upon Termination of Agreement.

If this Agreement is terminated for any reason after commencement of occupancy, the TDHE shall inspect the home, after notifying the homebuyer of the time for the inspection, and shall give the homebuyer a written statement of the cost of any maintenance work required to put the home in satisfactory condition for the next occupant.

4.5 Homebuyer Permission for Inspections; Participation In Inspections.

The homebuyer shall permit the TDHE to inspect the home at reasonable hours and intervals during the period of this Agreement in accordance with rules established by the TDHE. The homebuyer shall be notified of the opportunity to participate in the inspection made in accordance with this section.

Article V Homebuyer Payments

5.1 The amount of the required monthly payment for a homebuyer admitted to occupancy in an existing or converted project is determined in accordance with Section 5.2 and 5.3 below.

Monthly Payments.

Each homebuyer will be required to make a down payment of \$1,500.00 and thereafter each homebuyer shall be required to make a \$380.00 monthly payment ("required monthly payment") as determined by the TDHE and approved by HUD.

The required monthly payment may be subject to change in accordance with TDHE and HUD policies. The Copper River Basin Regional Housing Authority reserves the right to re-evaluate the minimum mortgage

payment to adequately cover the administrative costs. CRBRHA will not charge more than 30% of the family's adjusted annual income

5.2 Adjustments in the Amount of the Required Monthly Payment.

In order to accommodate wide fluctuations in income due to seasonal conditions, the TDHE may allow a homebuyer to make payments in accordance with a seasonally adjusted schedule which assures full payment of the required amount for each year.

5.3 Homebuyer Payment Collection Policy.

The TDHE shall establish and adopt written policies governing AHO Agreements, and use its best efforts to obtain compliance to assure the prompt payment and collection of required homebuyer payments. A copy of the policies shall be posted prominently in the TDHE office, and shall be provided to the homebuyer upon request. By this reference, the TDHE policies governing AHO Agreements are incorporated herein and made a part of this document.

Article VI Maintenance, Utilities, and Use of Home

6.1 The TDHE shall establish and adopt, and use its best efforts to obtain compliance with written policies to assure full performance of the maintenance responsibilities of the homebuyers. A copy of such written policies shall be posted prominently in the TDHE office, and shall be provided to an applicant or homebuyer upon entry into the program and upon request.

6.2 Provision for AHAH projects.

For a AHAH Project, the written maintenance policies shall contain provisions on at least the following subjects:

- (a) The responsibilities of homebuyers for maintenance and care of their dwelling units and common property;
- (b) Procedures for providing advice and technical assistance to homebuyers and to enable them to meet their maintenance responsibilities;
- (c) Procedures for TDHE inspections of homes and common property;
- (d) Procedures for TDHE performance of homebuyer maintenance responsibilities (where homebuyers fail to satisfy such responsibilities), including procedures for charging the homebuyer's proper account for the cost thereof;
- (e) Special arrangements, if any, for obtaining maintenance services from outside workers or contractors; and
- (f) Procedures for charging homebuyers for damage for which they are responsible.

6.3 TDHE Responsibility In AH Project.

- (a) The TDHE shall enforce those provisions of this Agreement under which the homebuyer is responsible for maintenance of the home. The TDHE has overall responsibility to HUD for assuring that the housing is being kept in decent, safe, and sanitary condition, and that the home and grounds are maintained in a manner that will preserve their condition, normal wear and tear excepted. Failure of a homebuyer to meet the obligations for maintenance shall not relieve the TDHE of responsibility in this respect. Accordingly, the TDHE shall conduct a complete interior and exterior examination. of each

home at least once a year, and shall furnish a copy of the inspection report to the homebuyer. The TDHE shall take appropriate action, as needed, to remedy conditions shown by the inspection, including steps to assure performance of the homebuyer's obligations under this Agreement. The TDHE may inspect the home once every three years, in lieu of annual inspection where the homebuyer:

- (1) Is in full compliance with the original terms of this Agreement, including payments, and
- (2) The home is maintained in decent, safe, and sanitary condition, as reflected by the last inspection by the TDHE. However, at any time the TDHE determines that the homebuyer is not in compliance with this Agreement, it must reinstitute annual inspections.

6.4 Homebuyer's Responsibility in AH Program.

- (a) The homebuyer shall be responsible for routine and non-routine maintenance of the home, including all repairs and replacement (including those resulting from damage from any cause). The TDHE shall not be obligated to pay for or provide any maintenance of the home other than the correction of warranty items reported during the applicable warranty period. (New construction only.)

- (b) Homebuyer's Failure to Perform Maintenance.

- (1) Failure of the homebuyer to perform the maintenance obligations constitutes a breach of this Agreement and grounds for its termination. Upon a determination by the TDHE that the homebuyer has failed to perform its maintenance obligations, the TDHE shall require the homebuyer to agree to a specific plan of action to cure the breach and to assure future compliance. The plan shall provide for maintenance work to be done within a reasonable time by the homebuyer, with such use of the homebuyer's account as may be necessary, or to be done by the TDHE and charged to the homebuyer's account. If the homebuyer fails to carry out the agreed-to plan, this Agreement shall be terminated in accordance with Sections 9.1 and 9.2.
- (2) If the TDHE determines that the condition of the property creates a hazard to the life, health or safety of the occupants, or if there is a risk of damage to the property if the condition is not corrected, the corrective work shall be done promptly by the TDHE with such use of the homebuyer's accounts as the TDHE may determine to be necessary, or by the homebuyer with a charge of the cost to the homebuyer's account.
- (3) Any maintenance work performed by the TDHE shall be accounted for through a work order stating the nature of and charge for the work. The TDHE shall give the homebuyer copies of all work orders for the home.

6.5 Homebuyers Responsibility for Utilities.

The homebuyer is responsible for the cost of furnishing utilities for the home. The TDHE shall have no obligation to pay for or provide the utilities. However, if the TDHE determines that the homebuyer is unable to pay for the utilities for the home, and that this inability creates conditions that are hazardous to life, health or safety of the occupants, or threatens damage to the property, the TDHE may pay for the utilities on behalf of the homebuyer and charge the homebuyer's account for the costs in accordance with Article VII. When the homebuyer's account has been exhausted,

the TDHE shall pursue termination of the Homebuyer Agreement and may offer the homebuyer a transfer into the rental program if a unit is available.

6.6 Obligations with Respect to Home and Other Persons and Property.

- (a) The homebuyer shall agree to abide by all provisions of this Agreement concerning homebuyer responsibilities, occupancy and use of the home.
- (b) The homebuyer may request the TDHE's permission to operate a small business in the unit. The TDHE shall grant this authority where the homebuyer provides the following assurances and may rescind this authority upon violation of any of the following assurances:
 - (1) The unit will remain the homebuyer's principal residence;
 - (2) The business activity will not disrupt the basic residential nature of the housing site; and
 - (3) The business will not require permanent structural changes to the unit that could adversely affect a future homebuyer's use of the unit. The TDHE may rescind such authority whenever any of the above assurances are violated.
- (c) The homebuyer must use the home as his/her principal residence. Any absence by the homebuyer in excess of 30 days shall be grounds for termination of this Agreement. The TDHE may grant permission for extended absences for such things as medical treatment and education upon written request by the homebuyer and assurances that the home will be safeguarded during the extended absence.

6.7 Structural Changes.

- (a) A homebuyer shall not make any structural changes in or additions to the home unless the TDHE has determined that such change would not:
 - (1) Impair the value of the home, the surrounding homes, or the project as a whole; or
 - (2) Affect the use of the home for residential purposes.
- (b) Additions to the home include, but are not limited to, energy-conservation items such as solar panels, wood-burning stove flues and insulation. Any changes made in accordance with this section shall be at the homebuyer's expense, and in the event of termination of this Agreement the homebuyer shall not be entitled to any compensation for such changes or additions.

Article VII Homebuyer Lease of Affordable Housing Unit

Homebuyers are allowed to lease their Affordable Housing unit, but must follow the most recently revised version of the Copper River Basin Regional Housing Authority's Affordable Housing Admissions & Occupancy policy procedures prior to the TDHE's approval of the lease request. The Homebuyer will be provided a copy of these lease procedures and any revisions, and the Homebuyer is responsible for understanding and complying with these policies and the laws and regulations governing the leases of Affordable Housing homes. The TDHE will provide the Homebuyer with such counseling services as may be available to assist the Homebuyer in understanding his/her obligations. However, the ultimate responsibility for compliance rests with the Homebuyer.

The TDHE approval for a Homebuyer's request to lease his/her unit may be granted only under the following circumstances:

- (a) Education - The Homebuyer is enrolled in a degree oriented program carrying the equivalent of a full-time student (i.e., 12 or more credits per semester). Proof of enrollment must be provided by the Homebuyer.
- (b) Medical Treatment - The Homebuyer requires medical treatment that is not available in the Homebuyer's area. The Homebuyer must have a letter from a doctor stating the need and approximate length of treatment.
- (c) Other unusual Circumstances - Temporary duty in the military or emergency employment when job opportunities are not available in the Homebuyer's area. Under such circumstances, the lease may not exceed 12 months.

All Homebuyers who lease their homes must obtain reauthorization to lease at least every 12 months to ensure that circumstances still exist that entitle the Homebuyer to lease their AHO home.

If a Homebuyer is not in compliance with their AHOA, his/her request for permission to lease the unit will be denied.

7.1 Term of Lease

The lease must be temporary in nature and for a defined period of not less than 90 days and not more than 12 months. In cases exceeding 12 months, the Homebuyer must request and receive approval to extend the lease prior to 60 days of the end of the current lease term.

7.2 Lease Request and Agreement

- (a) A Homebuyer must submit a written request to the TDHE for approval of the lease at least thirty (30) days prior to the date such lease is intended to begin.
- (b) After written approval of the lease request, the TDHE will review these lease procedures with the Homebuyer and inform them of their continued responsibilities under the AHOA. The Homebuyer will provide written acknowledgment, in a form acceptable to the TDHE, of his/her understanding of the lease procedures and of their continued obligations under the AHOA.
- (c) The required form for the Lease Agreement between the Homebuyer and Lessee is attached as Addendum I, Lease Agreement. In addition, to the terms and conditions of this Lease Agreement, the Homebuyer shall be responsible for all the obligations and responsibilities of a Landlord in a lease under Alaska's Uniform Residential Landlord and Tenant Act AS 34.03.310 - 34.03.380.
- (d) After execution by the Homebuyer and lessee, a copy of the Lease Agreement must be submitted to the TDHE within ten (10) days.

5. Required Monthly Payment

- (a) The required monthly payment will continue to be \$380.00 per month in accordance with the AHOA, even though the Homebuyer is not residing in the unit.
- (b) The income received from the lessee shall be considered as family income for purposes of the AHO Agreement.

- c) The Homebuyer remains obligated to ensure that the required monthly payments are made in a timely manner during any lease term. Failure by the Homebuyer to make required monthly payments in accordance with the TDHE Collection Policy may result in termination of the AHOA

6. Other Homebuyer Obligations with Respect to AHOA.

The TDHE's approval of the lease waives the Homebuyer's obligation to reside in the unit for a specified period. However, it does not waive any other provisions of the AHOA, such as:

- a) The obligation to complete Recertification requirements of family income and composition. The TDHE shall schedule the annual Recertification, and if necessary, conduct the Recertification by mail;
- b) The obligation to maintain the unit in a decent, safe, and sanitary manner. Should the unit be determined uninhabitable by fire or other damage, the Homebuyer shall immediately notify the TDHE. Although the Homebuyer is absent from the unit during the lease term, this does not relieve the Homebuyer from this obligation. Therefore, the Homebuyer should communicate with the Lessee on this responsibility;
- c) The obligation to ensure that the TDHE has the right to inspect the premises with at least five day notification to Lessee. The annual inspections will continue to be completed annually. The CRBRHA shall send a copy of the inspection report to the Homebuyer. If a plan of action is warranted to correct any identified deficiencies, the plan will be executed by the Homebuyer and correction of the deficiencies will be the responsibility of the Homebuyer; and
- d) The obligation to ensure that the utilities are being maintained. Failure by the Homebuyer to maintain the utilities which may adversely affect the condition of the premises will result in the TDHE taking required actions to restore these utilities, charge the Homebuyer's VEPA and begin Termination of the AHOA.

7. Termination of the Lease

- a) The TDHE has the authority under these policies and Article IX of the AHOA to terminate the AHOA if the Homebuyer fails to comply with their terms and condition. If an act which, if committed by the Homebuyer, would be grounds for termination of the AHOA, is committed instead by the Lessee, it also shall be grounds for terminating the Homebuyer's AHOA if not corrected by the Homebuyer immediately to the satisfaction of the TDHE.
- b) The lease shall provide that, in the event the TDHE terminates the AHOA with the Homebuyer, the TDHE shall be entitled to terminate the lease on behalf of the Homebuyer upon proper notice to the Lessee by the TDHE or Homebuyer.
- c) The Homebuyer can terminate the Lease Agreement by a 30-day written notification to the Lessee, which shall also state the reason for the termination. The Homebuyer shall be required to notify the TDHE of the termination and provide to the TDHE a copy of the termination notice.
- d) The Lessee can terminate the lease agreement by a written 30-day notice to the Homebuyer. The

Homebuyer shall be required to notify the TDHE of this action within 14 days of the notice.

- e) In the event the lease is terminated by the Homebuyer and the Homebuyer wishes to lease the unit to a new Lessee, the Homebuyer must follow the same procedures for a subsequent lease in obtaining TDHE approval.

Article VIII

Homebuyer Maintenance Payments Account

8.1 Maintenance Account.

- (a) Maintenance Payments Account ("MPA"). The TDHE shall maintain a separate MPA for the Affordable Housing Program. The TDHE shall credit this account \$150.00 from the mortgage payment. The purpose of this account is designed to protect and maintain the TDHE's interest and to perform post occupancy rehabilitation/repair/maintenance in the event of a foreclosure. This account will remain with the TDHE indefinitely. The purpose of this account is to establish a maintenance reserve fund for future developments by the TDHE.

8.2 Use of Reserves and Accounts; Non-assignability.

The homebuyer shall have no right to receive or use the funds in their MPA account.

Article IX

Purchase of Home

9.1 General.

The TDHE provides the family an opportunity to purchase the dwelling under this Agreement under which the purchase price is amortized over a period of 15 years at \$380.00 per month. For acquisition under this Agreement see Section 8.4. If a homebuyer wants to acquire ownership in a shorter period than that shown on the purchase price schedule, the homebuyer may exercise the option to purchase the home on or after the date of occupancy, but only if the homebuyer has met all obligations under this Agreement. The homebuyer may obtain financing, from an outside source, at any time, to cover the remaining purchase price. The financing may be provided using such methods as a mortgage or a loan agreement. If the homebuyer is able to obtain financing from an outside source, the TDHE will release the homebuyer from this Agreement and terminate the homebuyer's participation in this program.

9.2 Purchase Price and Purchase Price Schedule.

Initial Purchase Price. The TDHE shall determine the initial purchase price of the home for the homebuyer who first occupies the home and subsequent homebuyers, if applicable.

9.3 Purchase Price Schedule for Subsequent Homebuyer.

Initial Purchase Price. When a subsequent homebuyer executes this Agreement, the purchase price for the subsequent homebuyer shall be determined by the TDHE based on one of the following procedures:

- (1) The current appraised value;
- (2) The current replacement cost of the home, or;
- (3) The remaining purchase price of the unit.

9.4 Conveyance of Home.

- (a) Purchase Procedure. In accordance with this Agreement, the TDHE shall convey title to the

homebuyer when the balance of the purchase price has been paid.

- (b) **Settlement Costs.** Settlement Costs are the costs incidental to acquiring ownership, including, the costs and fees for credit report, field survey, title examination, title insurance, inspections, attorneys other than the TDHE's attorney, closing, recording, transfer taxes, financing fees and mortgage loan discount. Settlement costs shall be paid by the homebuyer.
- (c) **Settlement.** A home shall not be conveyed until the homebuyer has met all the obligations under this Agreement, except as provided for in (f) below. The settlement date shall be mutually agreed upon by the parties. On the settlement date, the homebuyer shall receive the documents necessary to convey to the homebuyer the TDHE's right, title and interest in the home, subject to any applicable restrictions or covenants as expressed in such documents. The required documents shall be approved by attorneys representing the TDHE and by the homebuyer or homebuyer's attorney.
- (d) **TDHE Investment and Use of Purchase Price Payments.** After conveyance, all homebuyer funds held or received by the TDHE from the sale of a unit in a project financed with grants shall be held separate from other project funds, and shall be used for purposes related to low-income housing use, as approved by HUD. Homebuyer funds held or received by the TDHE from the sale to a homebuyer of a unit in a project financed by loans are subject to loan forgiveness.
- (e) **Removal of the Home from AH Program.** When a home has been conveyed to the homebuyer, the unit is removed from the TDHE's AH project.
- (f) **Homebuyers with delinquencies.** If a homebuyer has a delinquency at the end of the amortization period, the unit is no longer available for assistance from HUD or the TDHE, even though the unit has not been conveyed. The TDHE must take action to terminate this Agreement or to develop a repayment schedule for the remaining balance to be completed in a reasonable period, but not longer than three years. The payment should be equal to a monthly pro-rated share of the remaining balance owed by the homebuyer, plus an administrative fee and the TDHE's processing cost. If the homebuyer fails to meet the requirements of the repayment schedule, the TDHE shall terminate this agreement and proceed immediately with ejectment, if necessary.

Article X

Termination of AHO Agreement

10.1 Termination Upon Breach.

- (a) In the event the homebuyer fails to comply with any of the obligations under this Agreement the TDHE may terminate the Agreement by written notice to the homebuyer, enforced by ejectment procedures.
- (b) Misrepresentation or withholding of material information in applying for admission or in connection with any subsequent reexamination of income and family composition constitutes a breach of the homebuyer's obligations under this Agreement. "Termination" as used in this section, does not include acquisition of ownership by the homebuyer.

10.2 Notice of Termination of AHO Agreement by TDHE, Right of Homebuyer to Respond.

Termination of this Agreement by the TDHE for any reason shall be by written notice of termination. Such notice shall be in compliance with the terms of this Agreement and, in all cases, shall afford a fair and reasonable opportunity to have the homebuyer's response heard and considered by the TDHE. Such procedures shall comply with the Indian Civil Rights Act, if applicable, and shall incorporate all the steps and provisions needed to comply with State, local, or Tribal law, with the least possible delay.

10.3 Termination of AHO Agreement by Homebuyer.

The homebuyer may terminate this Agreement by giving the TDHE written notice in accordance with the Agreement. If the homebuyer vacates the home without notice to the TDHE, the homebuyer shall remain subject to the obligations of this Agreement including the obligation to make monthly payments, until the TDHE terminates the Agreement in writing. Notice of the termination shall be communicated by the TDHE to the homebuyer to the extent feasible and the termination shall be effective on the date stated in the notice.

10.4 Disposition of Funds Upon Termination of the AHO Agreement.

If this Agreement is terminated, the balances of the MPA will remain with the TDHE and may be disposed of as follows:

- (a) The MPA shall be charged with:
 - (1) Any maintenance and replacement costs incurred by the TDHE to prepare the home for the next occupant;
 - (2) The cost of securing a vacant unit, the cost of notification and associated termination tasks, and the cost of storage and/or disposition of personal property.

10.5 Settlement Upon Termination.

- (a) **Time for Settlement.** Settlement with the homebuyer following a termination shall be made as promptly as possible after all charges provided in Section 9.4 have been determined and the TDHE has given the homebuyer a statement of such charges. The homebuyer may obtain settlement before determination of the actual cost of any maintenance required to put the home in satisfactory condition for the next occupant, if the homebuyer is willing to accept the TDHE's estimate of the amount of such cost. In such cases, the amounts to be charged for maintenance shall be based on the TDHE's estimate of the cost thereof.
- (b) **Disposition of Personal Property.** Upon termination, the TDHE may dispose of any item of personal property abandoned by the homebuyer in the home, in a lawful manner deemed suitable by the TDHE. Proceeds, if any, after such disposition, may be applied to the payment of amounts owed by the homebuyer to the TDHE.

10.6 Responsibility of TDHE to Terminate.

- (a) The TDHE is responsible for taking appropriate action with respect to any noncompliance with this Agreement by the homebuyer. In cases of noncompliance that are not corrected as provided further in this section, it is the responsibility of the TDHE to terminate this Agreement in accordance with the provisions of this section and to institute ejectment proceedings against the occupant, if necessary.
- (b) As promptly as possible after a noncompliance comes to the attention of the TDHE, the TDHE shall discuss the matter with the homebuyer and give the homebuyer an opportunity to identify any extenuating circumstances which may exist. A plan of action shall be agreed upon that will specify how the homebuyer will

- come into compliance, as well as any actions by the TDHE that may be appropriate. This plan shall be in writing and signed by both parties.
- (c) Compliance with the plan shall be checked by the TDHE not later than 30 days from the date thereof. In the event of refusal by the homebuyer to agree to such a plan or failure by the homebuyer to comply with the plan, the TDHE shall issue a notice of termination of this Agreement and institute ejectment proceedings, if necessary, against the homebuyer in accordance with the provisions of this section.
 - (d) A record of meetings with the homebuyer, written plans of action agreed upon and all other related steps taken in accordance with Section 9.6 shall be maintained by the TDHE for inspection by HUD.

10.7 Subsequent Use of Unit.

After termination of a homebuyer's interest in the unit, it remains a part of the AH project. The TDHE must follow its policies for selection of a subsequent homebuyer for the unit under the AH Program.

**Article XI
Succession upon Death or Mental Incapacity.**

11.1 Definition of "Event".

Event means the death or mental incapacity of the person or persons who have executed this Agreement as homebuyers. Mental incapacity means the inability of a person to take care of him or herself or a situation where a person is determined to be a threat to himself or herself or poses a threat to others, including family members and non-family members.

11.2 Designation of Successor by Homebuyer.

- (a) A homebuyer may designate a successor who, at the time of the event would assume the status of homebuyer, provided that at that time he or she meets the conditions stated in Section 10.3. The designation shall be made at the time of execution of this Agreement, and the homebuyer may change the designation at any later time by written notice to the TDHE.
- (b) The designated successor as of the date of execution of this Agreement is:

First Name	Initial	Last Name
Street & Number		
City, State, Zip		
Relationship		

11.3 Succession by Person Designated by Homebuyer.

- (a) Upon occurrence of an "event," the person designated as the successor, in Section 10.2(b), shall succeed to the former homebuyer's rights and responsibilities under this Agreement if the designated successor meets the following conditions:
 - (1) The successor is a family member and will make the home his or her primary residence;
 - (2) The successor is willing and able to perform the obligations of a homebuyer under this Agreement;

- (3) The successor satisfies program eligibility requirements; and
 - (4) The successor executes an assumption of the former homebuyer's obligations under this Agreement.
- (b) If a successor satisfies the requirements of Section 10.3(a), the successor may execute an outright purchase of the home upon the terms and conditions set forth herein.

11.4 Designation of Successor by TDHE.

If at the time of the event there is no successor designated by the homebuyer, or if any of the conditions in Section 10.3 are not met by the designated successor, the TDHE may designate, in accordance with its occupancy policy, any person who qualifies under Section 10.

11.5 Occupancy by Appointed Guardian.

If at the time of the event there is no qualified successor designated by the homebuyer or by the TDHE in accordance with the foregoing provisions of this Article, and a minor child or children of the homebuyer are living in the home, the TDHE may, in order to protect their continued occupancy and opportunity for acquiring ownership of the home, approve as an occupant of the home an appropriate adult who has been appointed legal guardian of the children by the State and/or the tribal council with a duty to perform the obligations of this Agreement in their interest and on their behalf.

11.6 Termination In Absence of Qualified Successor or Occupant.

If there is no qualified successor in accordance with the TDHE's approved policy, the TDHE shall terminate this Agreement and select a subsequent homebuyer from the top of the waiting list to occupy the unit under a new AHO Agreement. If a new homebuyer is unavailable or if the home cannot continue to be used for low-income housing in accordance with the Affordable Housing program, the TDHE may submit an application to HUD to approve a disposition of the home.

**Article XII
Miscellaneous**

12.1 Annual statement to Homebuyer.

The TDHE shall provide an annual statement to the homebuyer that sets forth the balance, at the end of each TDHE fiscal year. The statement shall also set forth the remaining balance of the purchase price.

12.2 Insurance Before Transfer of Ownership, Repair or Rebuilding.

- (a) Insurance. The TDHE shall carry all insurance prescribed by HUD, including fire and extended coverage insurance upon the home before transference to the homebuyer and during TDHE sponsored repair and rebuilding projects. Upon transference of title by the CRBRHA to the homeowner, the homeowner shall become responsible for all insurance covering the home, and the TDHE's obligation in this respect shall cease.
- (b) Repair or Rebuilding. In the event the home is damaged or destroyed by fire or other casualty, the TDHE shall consult with the homebuyers as to whether the home shall be repaired or rebuilt. The TDHE shall use the insurance proceeds to have the home repaired or rebuilt unless there is good reason for not doing so. In the event the TDHE determines

that there is good reason why the home should not be repaired or rebuilt and the homebuyer disagrees, the matter shall be submitted to the HUD field office for final determination. If the final determination is that the home should not be repaired or rebuilt the TDHE shall terminate this Agreement, and the homebuyer's obligation to make required monthly payments shall be deemed to have been terminated as of the date of the damage or destruction.

- (c) Suspension of Payments. If the home must be vacated during the repair period, required monthly payments shall be suspended during the vacancy period. The TDHE shall have no obligation to provide temporary housing or living allowances during such vacancy period.

12.3 Notices.

Any notices by the TDHE to the homebuyer required under this Agreement or by law shall be delivered in writing to the homebuyer personally or to any adult member of the homebuyer's family residing in the home, or shall be sent by certified mail, return receipt requested, properly addressed, postage prepaid. Notice to the TDHE shall be in writing, and either delivered to a TDHE employee authorized to accept mail or service of process at the office of the TDHE or sent to the TDHE by certified mail, return receipt requested, properly addressed, postage prepaid.

Article XIII Counseling of Homebuyers

13.1 General.

The TDHE shall provide counseling to homebuyers in accordance with this section. The purpose of the counseling program shall be to develop:

- (a) A full understanding by homebuyers of their responsibilities as participants in the AH Program;
- (b) Ability on their part to carry out these responsibilities; and
- (c) A cooperative relationship with the other homebuyers. All homebuyers shall be required to participate in and cooperate fully in all official pre-occupancy and post-occupancy counseling activities. Failure without good cause to participate in the program shall constitute a breach of this Agreement and may constitute cause for termination and ejection from the premises, if necessary.

Article XIV Copper River Basin Regional Housing Authority Affordable Housing Admissions & Occupancy Policy

14.1 General

Homebuyer(s) acknowledges that the Copper River Basin Regional Housing Authority Affordable Housing Admissions & Occupancy Policy governs the implementation and administration of the Affordable Housing Program.

Article XV Cross References to Defined Terms

Agreement. Section 1.1
Counseling of Homebuyers. Section 13
Date of Occupancy. Section 3.1

Event. Section 11.1
Home. Section 1.2
Homebuyer. Section 1.2
Homeowner. Section 1.2
HUD. Sec. 1.2
HUD Field Office. Section 1.2
TDHE, Section 1.1, 1.2
TDHE Homeownership Financing. Section 1.2,
Initial Purchase Price. Section 9.2, 9.3
Maintenance Credit. Section 6.4
AH. Section 1.2
AHO Agreement. Section 1.2
AH Program. Sec. 1.2
Notice of Termination. Section 10.2
Project. Section 1.2
Purchase Price Schedule. Section 9.2, 9.3
Required Monthly Payment. Section 5.1
Settlement Costs. Section 9.4(b)
Subsequent Homebuyer. Section 1.2, 9.3
Succession. Section 11
Termination. Section 10.1
Utilities. Section 6.5
Work Order. Section 6.4(b)(3)

**Homeownership Opportunity Program
Affordable Housing and
Occupancy Agreement**

**Exhibit A
Land Description**

The Copper River Basin Regional Housing Authority (TDHE) and _____ have entered into a Affordable Housing and Occupancy Agreement dated _____ and by this reference incorporated herein. The real property to be occupied by _____ under the terms of said Affordable Housing and Occupancy Agreement is situated in _____ and is more fully described as follows:

The above property will comprise approximately _____ dwelling site(s).

TDHE _____

By: (Name) _____

(Official Title) _____

(Homebuyer) _____

(Homebuyer's Spouse) _____

Native Village of Kluti-Kaah
PO BOX 68
Copper Center, Alaska 99573

Resolution 2011-08

ENTITLED: Certifying and Adopting Procurement and Contract Management Certifications

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct 3 Single Family Homes in Kluti-Kaah, Alaska; and

WHEREAS, it is necessary to certify that Native Village of Kluti-Kaah has incorporated and approved Copper River Basin Regional Housing Authority's Procurement and Contract Management policies and procedures,

WHEREAS, the Native Village of Kluti-Kaah certifies that the Council's has adopted financial management and procurement policies and procedures that are currently in effect.

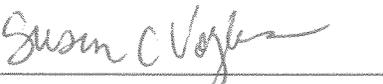
NOW THEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the Council also certifies the funds for this project will be managed in their entirety by the Copper River Basin Regional Housing Authority, which has adopted financial control and management systems and procurement and contract management procedures which meet the requirements of 24 CFR 1003, 24 CFR Part 85 and OMB Circular A-87, and was found in compliant with during an ONAP review, dated July 2009, and

This resolution was presented for passage before the Native Village of Kluti-Kaah on this 9th day of June, 2011 and was approved and adopted.



President

ATTEST:



Secretary

Native Village of Kluti-Kaah
PO BOX 68
COPPER CENTER, ALASKA 99573

Resolution 11-06

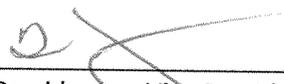
ENTITLED: Certifying and Adopting Code of Conduct

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct 3 single family homes in Kluti-Kaah, Alaska; and

WHEREAS, it is necessary to certify that the Native Village of Kluti-Kaah has reviewed and approved Code of Conduct;

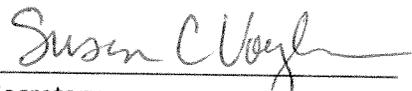
NOWTHEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the Council certifies the attached Code of Conduct has been adopted as presented and will be implemented effective immediately.

This resolution was presented for passage before the Native Village of Kluti-Kaah on this day 9th of June, 2011 and was approved and adopted.



President or Vice President

ATTEST:



Secretary

CODE OF CONDUCT

CONDUCT OF KLUTI-KAAH VILLAGE COUNCIL MEMBERS

- A. Kluti-Kaah Village Council members are expected to comply with all applicable laws and policies of the Kluti-Kaah Village Council with respect to their conduct while performing the duties of their office. Each member of the Kluti-Kaah Village Council shall, among other things:
1. Attend all Council meetings, Council committee meetings and the annual meeting, as well as training scheduled by the Village.
 2. Notify the Kluti-Kaah Village office if unable to attend a Kluti-Kaah Village meeting, committee meeting, or other meetings. Wherever possible, the Kluti-Kaah Village office shall be notified at least 24 hours prior to the meeting. A Council Member's absence will be excused if due to adverse weather conditions precluding travel, illness, family illness, or death in the Council Member's village or work. Irrespective of the reason, absences will not be excused if Kluti-Kaah Village is not notified at least 24 hours in advance, or, if 24 hours could not be given, then as soon as possible. The final decision as to whether a Council Member's absences are excused or unexcused will be determined by the President, and may be reported in the annual meeting.
 3. Bring forward issues or concerns from Village members.
 4. Be responsible for communicating to their respective Village members relevant outcomes and actions of the Kluti-Kaah Village Council and committee meetings.
 5. Become familiar with and abide by Kluti-Kaah Village's mission statement, Tribal Constitution, bylaws, and policies as established by the Kluti-Kaah Village Council.
 6. Represent, vote and act for the total good of Kluti-Kaah Village and its Village members.
 7. Accept the prevailing vote on each issue and give support to implementing the resulting policy as long as it continues in force.
- B. Code of Ethics
1. All matters discussed in executive session of the Kluti-Kaah Village Council shall be considered confidential.
 2. In the interest of unity, Council Members are expected to keep to themselves any internal conflicts that arise and avoid airing conflicts through gossip, in the press, or other public forums.

3. Council Members are role models and as such their conduct shall be beyond reproach. Council Members must act in a professional manner at all times when representing Kluti-Kaah Village.
4. Alcohol and Substance Abuse:
 - a. While attending meetings, Kluti-Kaah Village sponsored functions, or officially representing the Village in any manner or circumstance, all Council Members shall be alcohol and drug free.
5. Any violations of these policies will result in a letter from the President to the Council Member.
6. Council Members may not use their positions for personal gain or to give an unwarranted benefit or treatment to any person. For example, use their official positions to secure employment and/or contracts; or to coerce, intimidate or influence subordinates for his/her personal benefit; or to arrange or coerce favors, employment, positions, etc., for friends or family members.

7. Gifts

A Council Member or officer may not solicit or accept gifts if it could be reasonably inferred that the gift is intended to influence the Council Member or officer's performance of official duties, actions or judgment.

- (a) A gift is a transfer or loan of property or provision of services to a Council Member or officer for less than full value. A "gift" includes money, items of value, services, loans, travel, entertainment, hospitality, and employment.
- (b) A gift worth with a combined value of \$50.00 or more, per year and coming from one source to a Council Member or the Council Member's family must be reported within 30 days.
- (c) The receipt of a gift worth less than \$50.00 may be prohibited if it could be reasonably inferred that the gift is intended to influence the Council Member or Officer's action or judgment. The receipt of such a gift must be disclosed.

C. Authorities

1. Individual Council Members shall have no authority outside of the Council meetings, unless such authority is designated by Council action, and shall recognize the line of authority within the organization.
2. The President only is authorized to speak publicly about issues or policy.

D. Conflict of Interest

Alaska Statutes defines conflict of interest in AS 10.06.478. Generally: under the statute, a director (or in the case of the Village, Council Member) has a conflict in any transaction between himself or herself and any entity (Village, firm, agency, or association) in which he/she holds a material financial interest, and the Village. The referenced definition is adopted by the Village Council.

1. Action to be taken in the event of a conflict of interest:
 - a. As soon as a Council Member realizes an actual or potential conflict of interest, he/she shall inform the President of the Council.
 - b. If any Council Member believes that another member may have a conflict of interest, the Council Member shall inform the President as soon as possible. The President shall immediately meet with the Council Member to determine whether or not there is a conflict of interest. In the event the President has a conflict, the President shall inform the Vice-President, who shall then carry out the obligations of the President with respect to the presumed conflict of interest until the issue is resolved.
 - c. The decision of the President as to whether a Council Member has a conflict of interest is final. (Alternatively, in the case of a disagreement between the President and the Council Member, the matter can be submitted to the full Council for a vote.)
 - d. Any Council Member who has a conflict of interest shall be excused from the Council meeting for all discussion and voting on the matter.
 - e. The Council Member who has a conflict of interest shall be counted as present for the purposes of establishing a quorum.
 - f. All material facts regarding the transaction and the Council Member's interest in the transaction must be disclosed at the meeting.

E. Kluti-Kaah Village Council Member Employment by the Village

It is the policy of the Kluti-Kaah Village Council that individual Council Members may be considered for employment in accordance with the by-laws.

CONDUCT OF EMPLOYEES

- B. Employees are expected to comply with all applicable laws and policies of the Kluti-Kaah Village Council with respect to their conduct while performing the duties of their employment. Each employee of the Kluti-Kaah Village Council shall, among other things:
 1. Uphold, with integrity, the trust and confidence placed in the employee pursuant to his/her employment.
 2. Comply with and respond to the directions and instructions of the supervisor.

3. Show courtesy, cooperativeness, diligence and tact in dealings with fellow workers and the general public.
4. Provide full, efficient, and industrious service to promote the goals and objectives of the Kluti-Kaah Village Council's programs.
5. Maintain confidential information acquired in the performance of his/her duties and refrain from disclosing any portion thereof, except in the manner and to the extent authorized.
6. Refrain from using his/her official position to advance personal interests or those of his/her friends or relatives.

B. Limitations on Employee Activities

Employees should be aware of the following limitations which affect them:

1. If an employee is indebted directly to the Kluti-Kaah Village Council, he/she will be required to make payment (including payroll deductions) subject to the specific terms of the indebtedness.
2. Employees shall be held accountable for loss of Kluti-Kaah Village Council property for which they are responsible where the loss is due to negligence or carelessness. Employees with custodial responsibilities for Kluti-Kaah Village Council property will safeguard assigned property.
3. Solicitation or receipt of gifts, favors, and/or gratuities is prohibited when such gifts constitute a conflict of interest.
4. Correspondence, papers, drawings, sketches, documentation, computer programs, instructions, procedures, forms and all such items produced by an employee in the course of his/her work are considered property of the Kluti-Kaah Village Council. Unauthorized removal, reproduction, and/or disclosure is strictly prohibited.
5. While employees may be authorized from time to time to speak on behalf of the Kluti-Kaah Village Council, no employee may declare, as policy, any statement which is contrary to the policies of the Kluti-Kaah Village Council.
6. Kluti-Kaah Village Council vehicles are for official use only and employees are required to use them within the scope of their employment. Any accident involving a Kluti-Kaah Village Council vehicle must be reported by the employee involved in the incident as required by the Motor Vehicle Operator's Handbook.
7. Use of the Internet in anyway which would violate policies and/or procedures established by the Kluti-Kaah Village Council or other appropriate authority is prohibited.

C. Employees Pursuing or Holding Public Office

1. An employee pursuing any public office shall be granted leave of absence not to exceed 60 calendar days, upon request to the Tribal Administrator.
2. Annual leave will be used until exhausted, then leave without pay will be used. However, funding source restrictions may require that an employee take only leave without pay.
3. Employees are prohibited from campaigning during work hours.
4. Employees who are elected to any public office may be allowed to retain Kluti-Kaah Village Council employment only if the public office position is part time and written permission is obtained from the Tribal Administrator.
5. If the employee's duties as a public servant interfere with his/her work performance or responsibilities or otherwise create a conflict of interest in the workplace, the Tribal Administrator may initiate appropriate disciplinary action.

D. Appointed or Elected Positions

An employee who has been appointed or elected to serve on a board, commission, or committee directly unrelated to the employee's job position, or who has been elected to a public office, shall be required to take annual leave to attend to appointed or elected duties. If the employee has exhausted annual leave, then leave without pay will be used.

E. Drugs and Alcohol in the Workplace

1. The use of intoxicant during working hours or the lunch period is prohibited.
2. An employee unable to perform job duties as a result of alcohol or illegal drug intoxication will be excused from the worksite and charged leave without pay. In addition, the employee is subject to disciplinary action consistent with the Table of Penalties.
2. Employees are prohibited from selling, purchasing, transferring, possessing, or using alcohol in the workplace.
4. Employees are prohibited from unlawfully manufacturing, selling, purchasing, transferring, possessing, or using controlled substances in the workplace.
5. Any employee violating the above policies will be disciplined, up to and including termination for the first offense.

6. Any employee convicted of violating a criminal drug or alcohol statute in the workplace must inform the Tribal Administrator of such conviction, including pleas of guilty or no contest, within five working days of the conviction. Failure to do so will result in disciplinary action, up to and including termination for the first offense.
7. An employee convicted of violating a criminal drug or alcohol statute in the workplace may participate in a rehabilitation or treatment program. If such a program is made as a condition of employment, the employee must satisfactorily participate in and complete the program.
8. All employees are required to acknowledge that they have been informed of the above policy and agree to it in all respects. Acknowledgment and agreement are required as a condition of continued employment. Acknowledgment will be in writing and made a part of the employee's personnel file.
9. Employees may be subject to drug and alcohol testing consistent with the policies of the Kluti-Kaah Village Council.

F. Sexual Harassment

1. It is the policy of the Kluti-Kaah Village Council to protect all employees, male and female, against unwelcome and unsolicited behavior of a sexual nature. Such behavior is unacceptable in the workplace and other work-related settings such as business trips and business-related social events.
2. Sexual harassment is defined as unwelcome or unwanted conduct of sexual nature, whether verbal or physical, when:
 - a. submission to or rejection of this conduct by an individual is used as a factor in decisions affecting hiring, evaluation, promotion, or other aspects of employment;
 - b. this conduct substantially interferes with an individual's employment, performance on the job, or creates an intimidating, hostile, or offensive working environment.
 - c. Examples of sexual harassment include, but are not limited to:
 - Nonverbal actions; leering; gesturing of sexual nature;
 - Unwanted sexual advances
 - Demands for sexual favors in exchange for favorable treatment or continued employment
 - Repeated sexual jokes, flirtations, advances, or propositions
 - Verbal abuse of sexual nature;
 - Verbal commentary about an individual's body;
 - Touching, rubbing, pinching, whistling, assaulting, suggestive insulting, coerced sexual acts, or rape;

- Environmental harassment; display in the workplace of sexual suggestive objects or pictures.

3. Reporting a Complaint

Sexual harassment complaints should be addressed to the Tribal Administrator. Reports of sexual harassment must be in writing.

4. Retaliation

The Kluti-Kaah Village Council will not in any way retaliate against an individual or witness who makes a report of sexual harassment, nor will it permit any employee to do so. A person found to have retaliated against another individual for reporting sexual harassment shall be subject to disciplinary action provided for sexual harassment offenders.

5. Investigation

Any allegations of sexual harassment brought to the attention of the Kluti-Kaah Village Council will be investigated in a manner that protects the privacy of all persons involved and such privacy will be maintained throughout that investigation process to the extent practical and appropriate.

- a. Individuals found to have engaged in misconduct constituting sexual harassment will be disciplined, up to and including discharge from employment.
- b. If an investigation results in a finding that an employee has falsely accused another of sexual harassment knowingly, or in a malicious manner, the complaint will be subject to appropriate sanctions, including the possibility of termination.

6. Unlawful Acts

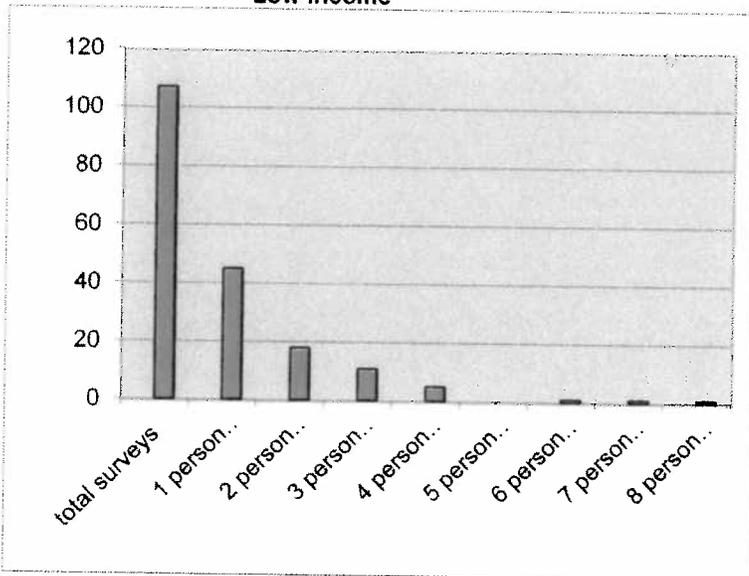
- a. Any unlawful act committed by an employee of the Kluti-Kaah Village Council while on or off the job or tribal premises, can affect an employee's status.
- b. Notwithstanding any criminal prosecution initiated in a court of law, an employee may be disciplined, up to and including removal, if the conduct constitutes a violation of the Personnel Policies Manual.
- c. An employee convicted of a misdemeanor involving moral turpitude or any felony cannot be reemployed by the Kluti-Kaah Village Council for a period of at least three years. The number of years may be governed by other provisions if the employee's position is funded pursuant to a grant or contract.

Copper Center 107 surveys

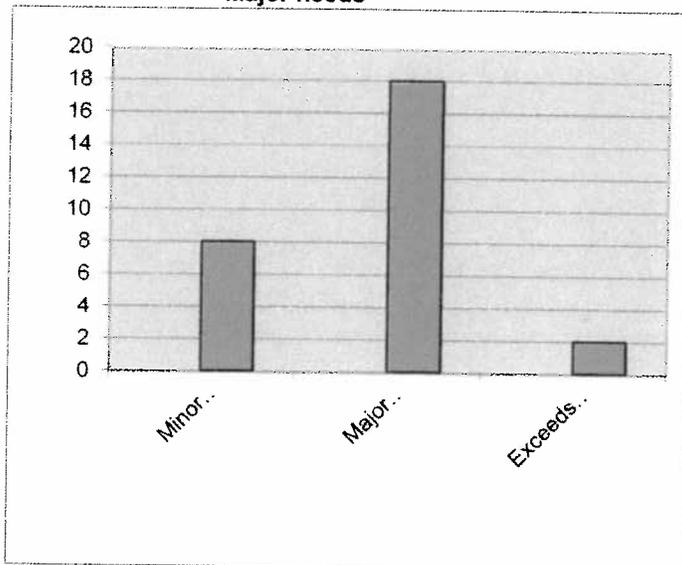
Mailed 168

1 person 18150	2 person 20750	3 person 23350	4 person 25950	5 person 28050	6 person 30100	7 person 32200	8 person 34250	own	rent	bathroom no	kitchen no	minor >10000	major <10000	Exceeds 35,000	over crowded yes
45	18	11	5	0	1	1	1	36	55	28	21	8	18	2	30

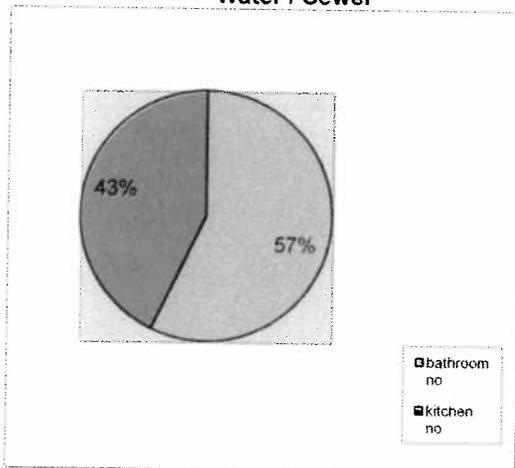
Low income



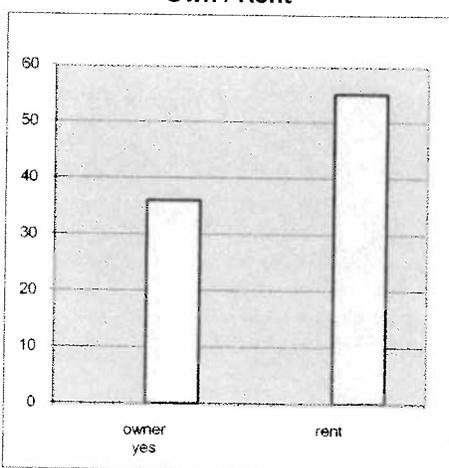
Major needs



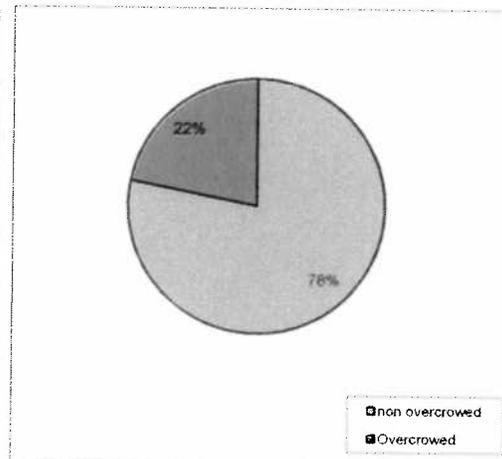
Water / Sewer



Own / Rent



Overcrowded



Employment

	<i>Head</i>	<i>Spouse/Partner</i>
Full-time employment	<input type="checkbox"/>	<input type="checkbox"/>
Part-time employment	<input type="checkbox"/>	<input type="checkbox"/>
Seasonal employment	<input type="checkbox"/>	<input type="checkbox"/>
Unemployed	<input type="checkbox"/>	<input type="checkbox"/>
Retired	<input type="checkbox"/>	<input type="checkbox"/>
Self-employed	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT – If “unemployed”, provide the following information for both “head” and “spouse/partner”. Identify each applicable category that is limiting your employment opportunity.

	<i>Head</i>	<i>Spouse/Partner</i>
Physical/Psychological	<input type="checkbox"/>	<input type="checkbox"/>
Dependent Family Members	<input type="checkbox"/>	<input type="checkbox"/>
Seasonal Lay-off	<input type="checkbox"/>	<input type="checkbox"/>
No reliable transportation	<input type="checkbox"/>	<input type="checkbox"/>
No work available in the area	<input type="checkbox"/>	<input type="checkbox"/>
No desire at this time	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>

Income – Please provide the following information for all income sources:

<input type="checkbox"/> Employment	<input type="checkbox"/> Retirement, Pensions, Survivor
<input type="checkbox"/> Unemployment Insurance	<input type="checkbox"/> Veterans/Other Government Retirement
<input type="checkbox"/> Welfare – Transitional Assistance	<input type="checkbox"/> Corporation Dividends
<input type="checkbox"/> TANF/ or related program	<input type="checkbox"/> Interest, Dividends, Estate, Trust
<input type="checkbox"/> General Assistance	<input type="checkbox"/> Other _____
<input type="checkbox"/> Social Security	<input type="checkbox"/> No income source
<input type="checkbox"/> S.S.I (Supplemental)	

Based on the total number of individuals in your household please select the appropriate range of your total household income:

<p style="text-align: center;">1 Person</p> <input type="checkbox"/> \$0 – 18,150 <input type="checkbox"/> \$18,151 – 30,300 <input type="checkbox"/> \$30,301 – 41,700 <input type="checkbox"/> \$41,701 and higher	<p style="text-align: center;">2 Person</p> <input type="checkbox"/> \$0 – 20,500 <input type="checkbox"/> \$20,501 – 34,600 <input type="checkbox"/> \$34,601 – 47,700 <input type="checkbox"/> \$47,701 and higher
<p style="text-align: center;">3 Person</p> <input type="checkbox"/> \$0 – 23,350 <input type="checkbox"/> \$23,351 – 38,950 <input type="checkbox"/> \$38,951 – 53,650 <input type="checkbox"/> \$53,651 and higher	<p style="text-align: center;">4 Person</p> <input type="checkbox"/> \$0 – 25,950 <input type="checkbox"/> \$25,951 – 43,250 <input type="checkbox"/> \$43,251 – 59,600 <input type="checkbox"/> \$59,601 and higher

5 Person

- \$0 – 28,050
- \$28,051 – 46,700
- \$46,701 – 64,350
- \$64,351 and higher

6 Person

- \$0 – 30,100
- \$30,101 – 50,150
- \$50,151 – 69,150
- \$69,151 and higher

7 Person

- \$0 – 32,200
- \$32,201 – 53,650
- \$53,651 – 73,900
- \$73,901 and higher

8 Person

- \$0 – 34,250
- \$34,251 – 57,100
- \$57,101 – 78,650
- \$78,651 and higher

Occupancy Status Complete this section based on your present occupancy status – Owner, Rent, or Non Owner/Non-Renter.

Homeownership – Complete this section if you are buying your current dwelling.

Do you own the dwelling you are currently residing in? Yes No Buying

Dwelling type: House Mobile Other Describe _____

Do you have a mortgage, deed of trust, contract to purchase, or similar debt to THIS property? Yes No If Yes, identify which category applied to your dwelling:

- Mortgage, deed of trust, or similar debt
- Contract to purchase

Monthly mortgage amount \$ _____ (NOTE: Monthly mortgage amount includes all mortgages, contracts to purchase and home equity loans)

Rent - Complete this section if you are currently renting a dwelling.

Based on the total number of individuals in your household please select the appropriate range of your total household monthly rent payment:

1 Person

- \$0 – 453
- \$454 - 757
- \$758 – 1,042
- \$1,043 and higher

2 Person

- \$0 – 512
- \$513 – 865
- \$866 – 1,192
- \$1,193 and higher

3 Person

- \$0 – 583
- \$584 – 973
- \$974 – 1,341
- \$1,342 and higher

4 Person

- \$0 – 648
- \$649 – 1,081
- \$1,082 – 1,490
- \$1,491 and higher

5 Person

- \$0 – 701
- \$702 – 1,167
- \$1,168 – 1,608
- \$1,609 and higher

6 Person

- \$0 – 752
- \$753 – 1,253
- \$1,254 – 1,728
- \$1,729 and higher

7 Person

- \$0 – 805
- \$806 – 1,341
- \$1,342 – 1,847
- \$1,848 and higher

8 Person

- \$0 – 856
- \$857 – 1,427
- \$1,428 – 1,966
- \$1,967 and higher

Dwelling type: House Apartment Mobile Other _____

If renting, what are the barriers that you are not a homeowner?

- Lack of employment
- Lack of income
- Credit history
- Lack of affordable housing

Non-Owner/Non Renter – Check the one that best describes your current living arrangements? Living with extended family Living in available shelter

Present “Non Owner/Renter Circumstances: Provide “complete” description of circumstances. Example: *Living with parents in a single wide trailer, overcrowded and dilapidated.*

Explain: _____

If a non-owner/renter, please list the general reason:

- Unemployment
- Under employment and unable to afford home purchase or independent quarters
- Other _____

Overcrowding – See definitions below before completing this section.

Livable Rooms – For this section, include bedrooms, living rooms, kitchens, a separate dining room, and rooms in a finished basement. Do NOT include bathrooms, porches, balconies, entry areas, halls, or half rooms. Count multipurpose rooms only one time. For example: a kitchen and dining room combination, or a living room that is used as a bedroom at night.

Overcrowding – Overcrowding is determined by the number of “livable rooms” in a dwelling as well as the age/gender/relationship of the occupants. These are: One adult (or adult cohabitants unit), plus two minor children – per house would be “overcrowded”

Family Unit – Individual adults, or adult cohabitants and their dependents. Note that multiple “family units” may reside at one residence. Example: *A grandmother living with her daughter, son-in-law and 12 year old grandson, sharing a dwelling with an 18 year old granddaughter with a baby.* In this example, three survey forms should be completed for the three “family units” residing in one dwelling.

Number of livable rooms? _____

Number of rooms specifically used as bedrooms? _____

Is this dwelling “overcrowded” by definition above? Yes No

Are there multiple “family units” living in this dwelling? Yes No

If yes, how many family units? _____

Property Status

Identify the “property status” of your current residence:

Fee Status (taxed) Trust Status (not taxed)

If you are living on “trust” property, identify the specific “trust” status:

Individual Allotment Individual Assignment Tribal Land

Present Housing Condition

What is the approximate age of your dwelling unit _____ years.

Do you have complete bathroom facilities? (hot/cold piped water, flush toilet, bathtub, or shower) Yes No

Do you have complete kitchen facilities? (hot/cold piped water, range/cook stove and refrigerator) Yes No

Provide the estimated yearly cost for utilities and/or fuels for this dwelling \$ _____

Are your utilities and/or fuel expenses included in your rent fees? Yes No

No utility/fuel expenses

List any "Major" repairs that are presently needed on this dwelling unit. Be complete when describing deficiencies. Example: *If listing roofing deficiencies, do not simply enter the word "roof". Describe in detail what is wrong with the roof – "Roof leaks badly, 25 years old" etc.* _____

Based on the age and condition of the dwelling, estimate the approximate cost to bring this unit up to "standard" condition. Include "overcrowding" factors and potential costs for necessary additions.

- Good (\$1-\$5,000)
- Needs "Minor" Repairs (\$5,001-\$10,000)
- Needs "Major" Repairs (10,001-\$35,000)
- Exceeds \$35,000 and/or "not repairable"

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY
Regional Meeting
Tazlina Community Hall
10:00 a.m.
February 8, 2008

- I. Welcome
- II. Review the results of the Housing Needs Assessment
- III. Determine the Housing Need
 - a. Single Family Units
 - b. Rental Units
 - c. Location
- IV. Prioritize the need for housing
- V. Review and approve the Indian Housing Plan
- VI. Questions/Comments
- VII. Adjournment

Table DP-1. Profile of General Demographic Characteristics: 2000

Geographic Area: Copper Center ANVSA, AK

[For information on confidentiality protection, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
Total population	492	100.0	HISPANIC OR LATINO AND RACE		
SEX AND AGE			Total population	492	100.0
Male.....	258	52.4	Hispanic or Latino (of any race).....	3	0.6
Female.....	234	47.6	Mexican.....	2	0.4
Under 5 years.....	42	8.5	Puerto Rican.....	1	0.2
5 to 9 years.....	46	9.3	Cuban.....	-	-
10 to 14 years.....	65	13.2	Other Hispanic or Latino.....	-	-
15 to 19 years.....	51	10.4	Not Hispanic or Latino.....	489	99.4
20 to 24 years.....	13	2.6	White alone.....	286	58.1
25 to 34 years.....	51	10.4	RELATIONSHIP		
35 to 44 years.....	73	14.8	Total population	492	100.0
45 to 54 years.....	83	16.9	In households.....	492	100.0
55 to 59 years.....	25	5.1	Householder.....	178	36.2
60 to 64 years.....	8	1.6	Spouse.....	81	16.5
65 to 74 years.....	17	3.5	Child.....	186	37.8
75 to 84 years.....	15	3.0	Own child under 18 years.....	168	34.1
85 years and over.....	3	0.6	Other relatives.....	25	5.1
Median age (years).....	33.1	(X)	Under 18 years.....	15	3.0
18 years and over.....	302	61.4	Nonrelatives.....	22	4.5
Male.....	159	32.3	Unmarried partner.....	10	2.0
Female.....	143	29.1	In group quarters.....	-	-
21 years and over.....	283	57.5	Institutionalized population.....	-	-
62 years and over.....	40	8.1	Noninstitutionalized population.....	-	-
65 years and over.....	35	7.1	HOUSEHOLD BY TYPE		
Male.....	18	3.7	Total households	178	100.0
Female.....	17	3.5	Family households (families).....	123	69.1
RACE			With own children under 18 years.....	76	42.7
One race.....	470	95.5	Married-couple family.....	81	45.5
White.....	286	58.1	With own children under 18 years.....	45	25.3
Black or African American.....	1	0.2	Female householder, no husband present.....	28	15.7
American Indian and Alaska Native.....	180	36.6	With own children under 18 years.....	21	11.8
Asian.....	-	-	Nonfamily households.....	55	30.9
Asian Indian.....	-	-	Householder living alone.....	49	27.5
Chinese.....	-	-	Householder 65 years and over.....	13	7.3
Filipino.....	-	-	Households with individuals under 18 years.....	81	45.5
Japanese.....	-	-	Households with individuals 65 years and over.....	29	16.3
Korean.....	-	-	Average household size.....	2.76	(X)
Vietnamese.....	-	-	Average family size.....	3.37	(X)
Other Asian ¹	-	-	HOUSING OCCUPANCY		
Native Hawaiian and Other Pacific Islander.....	-	-	Total housing units	218	100.0
Native Hawaiian.....	-	-	Occupied housing units.....	178	81.7
Guamanian or Chamorro.....	-	-	Vacant housing units.....	40	18.3
Samoan.....	-	-	For seasonal, recreational, or		
Other Pacific Islander ²	-	-	occasional use.....	21	9.6
Some other race.....	3	0.6	Homeowner vacancy rate (percent).....	1.4	(X)
Two or more races.....	22	4.5	Rental vacancy rate (percent).....	7.5	(X)
Race alone or in combination with one			HOUSING TENURE		
or more other races: ³			Occupied housing units	178	100.0
White.....	308	62.6	Owner-occupied housing units.....	141	79.2
Black or African American.....	1	0.2	Renter-occupied housing units.....	37	20.8
American Indian and Alaska Native.....	198	40.2	Average household size of owner-occupied units.....	2.65	(X)
Asian.....	-	-	Average household size of renter-occupied units.....	3.22	(X)
Native Hawaiian and Other Pacific Islander.....	4	0.8			
Some other race.....	3	0.6			

- Represents zero or rounds to zero. (X) Not applicable.

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more of the other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000.

Table DP-2. Profile of Selected Social Characteristics: 2000

Geographic area: Copper Center ANVSA, AK

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
SCHOOL ENROLLMENT			NATIVITY AND PLACE OF BIRTH		
Population 3 years and over enrolled in school	151	100.0	Total population	476	100.0
Nursery school, preschool	5	3.3	Native	468	98.3
Kindergarten	15	9.9	Born in United States	456	95.8
Elementary school (grades 1-8)	82	54.3	State of residence	242	50.8
High school (grades 9-12)	45	29.8	Different state	214	45.0
College or graduate school	4	2.6	Born outside United States	12	2.5
EDUCATIONAL ATTAINMENT			Foreign born	8	1.7
Population 25 years and over	277	100.0	Entered 1990 to March 2000	3	0.6
Less than 9th grade	14	5.1	Naturalized citizen	5	1.1
9th to 12th grade, no diploma	12	4.3	Not a citizen	3	0.6
High school graduate (includes equivalency)	118	42.6	REGION OF BIRTH OF FOREIGN BORN		
Some college, no degree	68	24.5	Total (excluding born at sea)	8	100.0
Associate degree	11	4.0	Europe	3	37.5
Bachelor's degree	31	11.2	Asia	5	62.5
Graduate or professional degree	23	8.3	Africa	-	-
Percent high school graduate or higher	90.6	(X)	Oceania	-	-
Percent bachelor's degree or higher	19.5	(X)	Latin America	-	-
MARITAL STATUS			Northern America	-	-
Population 15 years and over	333	100.0	LANGUAGE SPOKEN AT HOME		
Never married	99	29.7	Population 5 years and over	442	100.0
Now married, except separated	172	51.7	English only	382	86.4
Separated	11	3.3	Language other than English	60	13.6
Widowed	15	4.5	Speak English less than "very well"	5	1.1
Female	12	3.6	Spanish	3	0.7
Divorced	36	10.8	Speak English less than "very well"	-	-
Female	20	6.0	Other Indo-European languages	6	1.4
GRANDPARENTS AS CAREGIVERS			Speak English less than "very well"	-	-
Grandparent living in household with one or more own grandchildren under 18 years	11	100.0	Asian and Pacific Island languages	12	2.7
Grandparent responsible for grandchildren	9	81.8	Speak English less than "very well"	2	0.5
VETERAN STATUS			ANCESTRY (single or multiple)		
Civilian population 18 years and over ..	295	100.0	Total population	476	100.0
Civilian veterans	46	15.6	Total ancestries reported	525	110.3
DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION			Arab	-	-
Population 5 to 20 years	162	100.0	Czech ¹	20	4.2
With a disability	24	14.8	Danish	8	1.7
Population 21 to 64 years	245	100.0	Dutch	12	2.5
With a disability	12	4.9	English	58	12.2
Percent employed	25.0	(X)	French (except Basque) ¹	16	3.4
No disability	233	95.1	French Canadian ¹	-	-
Percent employed	57.9	(X)	German	81	17.0
Population 65 years and over	35	100.0	Greek	3	0.6
With a disability	19	54.3	Hungarian	-	-
RESIDENCE IN 1995			Irish ¹	18	3.8
Population 5 years and over	442	100.0	Italian	4	0.8
Same house in 1995	244	55.2	Lithuanian	-	-
Different house in the U.S. in 1995	198	44.8	Norwegian	11	2.3
Same county	104	23.5	Polish	9	1.9
Different county	94	21.3	Portuguese	-	-
Same state	31	7.0	Russian	3	0.6
Different state	63	14.3	Scotch-Irish	13	2.7
Elsewhere in 1995	-	-	Scottish	10	2.1
			Slovak	-	-
			Subsaharan African	-	-
			Swedish	30	6.3
			Swiss	1	0.2
			Ukrainian	-	-
			United States or American	7	1.5
			Welsh	2	0.4
			West Indian (excluding Hispanic groups)	-	-
			Other ancestries	219	46.0

-Represents zero or rounds to zero. (X) Not applicable.

¹The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

Source: U.S. Bureau of the Census, Census 2000.

Table DP-4. Profile of Selected Housing Characteristics: 2000

Geographic area: Copper Center ANVSA, AK

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
Total housing units	219	100.0	OCCUPANTS PER ROOM		
UNITS IN STRUCTURE			Occupied housing units	175	100.0
1-unit, detached.....	136	62.1	1.00 or less.....	157	89.7
1-unit, attached.....	2	0.9	1.01 to 1.50.....	16	9.1
2 units.....	-	-	1.51 or more.....	2	1.1
3 or 4 units.....	3	1.4	Specified owner-occupied units	85	100.0
5 to 9 units.....	-	-	VALUE		
10 to 19 units.....	23	10.5	Less than \$50,000.....	10	11.8
20 or more units.....	-	-	\$50,000 to \$99,999.....	33	38.8
Mobile home.....	52	23.7	\$100,000 to \$149,999.....	26	30.6
Boat, RV, van, etc.....	3	1.4	\$150,000 to \$199,999.....	12	14.1
YEAR STRUCTURE BUILT			\$200,000 to \$299,999.....	-	-
1999 to March 2000.....	6	2.7	\$300,000 to \$499,999.....	4	4.7
1995 to 1998.....	15	6.8	\$500,000 to \$999,999.....	-	-
1990 to 1994.....	13	5.9	\$1,000,000 or more.....	-	-
1980 to 1989.....	82	37.4	Median (dollars).....	99,600	(X)
1970 to 1979.....	52	23.7	MORTGAGE STATUS AND SELECTED		
1960 to 1969.....	27	12.3	MONTHLY OWNER COSTS		
1940 to 1959.....	22	10.0	With a mortgage.....	45	52.9
1939 or earlier.....	2	0.9	Less than \$300.....	-	-
ROOMS			\$300 to \$499.....	-	-
1 room.....	13	5.9	\$500 to \$699.....	2	2.4
2 rooms.....	8	3.7	\$700 to \$999.....	14	16.5
3 rooms.....	38	17.4	\$1,000 to \$1,499.....	21	24.7
4 rooms.....	44	20.1	\$1,500 to \$1,999.....	8	9.4
5 rooms.....	44	20.1	\$2,000 or more.....	-	-
6 rooms.....	39	17.8	Median (dollars).....	1,125	(X)
7 rooms.....	25	11.4	Not mortgaged.....	40	47.1
8 rooms.....	2	0.9	Median (dollars).....	300	(X)
9 or more rooms.....	6	2.7	SELECTED MONTHLY OWNER COSTS		
Median (rooms).....	4.6	(X)	AS A PERCENTAGE OF HOUSEHOLD		
Occupied housing units	175	100.0	INCOME IN 1999		
YEAR HOUSEHOLDER MOVED INTO UNIT			Less than 15.0 percent.....	26	30.6
1999 to March 2000.....	19	10.9	15.0 to 19.9 percent.....	10	11.8
1995 to 1998.....	50	28.6	20.0 to 24.9 percent.....	13	15.3
1990 to 1994.....	42	24.0	25.0 to 29.9 percent.....	13	15.3
1980 to 1989.....	43	24.6	30.0 to 34.9 percent.....	6	7.1
1970 to 1979.....	17	9.7	35.0 percent or more.....	17	20.0
1969 or earlier.....	4	2.3	Not computed.....	-	-
VEHICLES AVAILABLE			Specified renter-occupied units	36	100.0
None.....	18	10.3	GROSS RENT		
1.....	63	36.0	Less than \$200.....	16	44.4
2.....	53	30.3	\$200 to \$299.....	3	8.3
3 or more.....	41	23.4	\$300 to \$499.....	2	5.6
HOUSE HEATING FUEL			\$500 to \$749.....	4	11.1
Utility gas.....	2	1.1	\$750 to \$999.....	5	13.9
Bottled, tank, or LP gas.....	-	-	\$1,000 to \$1,499.....	-	-
Electricity.....	2	1.1	\$1,500 or more.....	-	-
Fuel oil, kerosene, etc.....	149	85.1	No cash rent.....	6	16.7
Coal or coke.....	-	-	Median (dollars).....	100-	(X)
Wood.....	22	12.6	GROSS RENT AS A PERCENTAGE OF		
Solar energy.....	-	-	HOUSEHOLD INCOME IN 1999		
Other fuel.....	-	-	Less than 15.0 percent.....	18	50.0
No fuel used.....	-	-	15.0 to 19.9 percent.....	2	5.6
SELECTED CHARACTERISTICS			20.0 to 24.9 percent.....	5	13.9
Lacking complete plumbing facilities.....	16	9.1	25.0 to 29.9 percent.....	3	8.3
Lacking complete kitchen facilities.....	18	10.3	30.0 to 34.9 percent.....	-	-
No telephone service.....	15	8.6	35.0 percent or more.....	2	5.6
			Not computed.....	6	16.7

-Represents zero or rounds to zero. (X) Not applicable.

Source: U.S. Bureau of the Census, Census 2000.

Office	Tribe	Need \$/Income + Conditions (with minimum funding)
ALASKA	King Island	\$1,248
ALASKA	King Salmon	N/A
ALASKA	Kipnuk	\$1,151
ALASKA	Kivalina	\$1,303
ALASKA	Klawock	\$997
ALASKA	Kluti Kaah (Copper Center)	\$831
ALASKA	Knik	\$861
ALASKA	Kobuk	\$1,096
ALASKA	Kokhanok	\$1,175
ALASKA	Koliganek	\$1,417
ALASKA	Kongiganak	\$1,237
ALASKA	Koniag, Incorporated	\$1,153
ALASKA	Kotlik	\$1,185
ALASKA	Kotzebue	\$1,285
ALASKA	Koyuk	\$1,187
ALASKA	Koyukuk	\$1,185
ALASKA	Kwethluk	\$1,220
ALASKA	Kwigillingok	\$1,300
ALASKA	Kwinhagak (Quinhagak)	\$1,120
ALASKA	Larsen Bay	\$1,202
ALASKA	Lesnoi (Woody Island)	\$5,461
ALASKA	Levelock	\$1,203
ALASKA	Lime Village	\$1,255
ALASKA	Lower.Kalskag	\$1,105
ALASKA	Manley Hot Springs	\$1,283
ALASKA	Manokotak	\$1,183
ALASKA	Marshall	\$1,235
ALASKA	Mary's Igloo	N/A
ALASKA	McGrath	\$1,053
ALASKA	Mekoryuk	\$963
ALASKA	Mentasta	\$1,083
ALASKA	Minto	\$1,180
ALASKA	Mountain Village (Asa'Carsarmiut)	\$1,060
ALASKA	Naknek	\$1,072
ALASKA	NANA Corporation	N/A
ALASKA	Nanwelek (English Bay)	\$1,032

**Percentage of Low- and Moderate- Income Persons by Tribal Areas
(Based on 2000 Census Data)**

Area ONAP	Tribe	Tribal Area	Number of Persons	Number of Persons with Low or Moderate Incomes	Percentage of Persons with Low or Moderate Incomes
Alaska	Afognak	No Census Data Available	0	0	0%
Alaska	Akhiok	Akhiok ANVSA, AK	91	83	91%
Alaska	Akiachak	Akiachak ANVSA, AK	590	448	76%
Alaska	Akiak	Akiak ANVSA, AK	280	205	73%
Alaska	Akutan	Akutan ANVSA, AK	653	45	7%
Alaska	Alakanuk	Alakanuk ANVSA, AK	662	573	87%
Alaska	Alatna	Alatna ANVSA, AK	22	17	77%
Alaska	Aleknagik	Aleknagik ANVSA, AK	233	173	74%
Alaska	Algaacig	Algaacig ANVSA, AK	371	212	57%
Alaska	Allakaket	Allakaket ANVSA, AK	127	96	76%
Alaska	Ambler	Ambler ANVSA, AK	245	148	60%
Alaska	Anaktuvuk Pass	Anaktuvuk Pass ANVSA, AK	316	142	45%
Alaska	Andreafsky	Andreafsky ANVSA, AK	166	100	60%
Alaska	Angoon	Angoon ANVSA, AK	573	426	74%
Alaska	Aniak	Aniak ANVSA, AK	584	305	52%
Alaska	Annette Island (Metlakakla)	Annette Island Reserve, AK	1,447	657	45%
Alaska	Anvik	Anvik ANVSA, AK	120	95	79%
Alaska	Arctic Village	Arctic Village ANVSA, AK	123	98	80%
Alaska	Atka	Atka ANVSA, AK	93	48	52%
Alaska	Atmautluak	Atmautluak ANVSA, AK	319	191	60%
Alaska	Atkasuk	Atkasuk ANVSA, AK	203	99	49%
Alaska	Barrow	Barrow ANVSA, AK	4,581	1,655	36%
Alaska	Beaver	Beaver ANVSA, AK	137	125	91%
Alaska	Belkofski	Belkofski ANVSA, AK	0	0	0%
Alaska	Bill Moore's	Bill Moore's ANVSA, AK	0	0	0%
Alaska	Birch Creek	Birch Creek ANVSA, AK	27	27	100%
Alaska	Brevig Mission	Brevig Mission ANVSA, AK	278	250	90%
Alaska	Buckland	Buckland ANVSA, AK	411	270	66%
Alaska	Cantwell	Cantwell ANVSA, AK	244	126	52%
Alaska	Chalkyitsik	Chalkyitsik ANVSA, AK	57	54	95%
Alaska	Chefornak	Chefornak ANVSA, AK	355	238	67%
Alaska	Chenega	Chenega ANVSA, AK	77	35	45%
Alaska	Chevak	Chevak ANVSA, AK	780	609	78%
Alaska	Chickaloon	Chickaloon ANVSA, AK	16,818	6,371	38%
Alaska	Chignik	Chignik ANVSA, AK	89	47	53%
Alaska	Chignik Lagoon	Chignik Lagoon ANVSA, AK	111	25	23%
Alaska	Chignik Lake	Chignik Lake ANVSA, AK	132	74	56%
Alaska	Chilkat	Chilkat ANVSA, AK	131	107	82%
Alaska	Chilkoot	Chilkoot ANVSA, AK	347	191	55%
Alaska	Chistochina	Chistochina ANVSA, AK	89	77	87%
Alaska	Chitina	Chitina ANVSA, AK	119	102	86%
Alaska	Chuathbaluk	Chuathbaluk ANVSA, AK	135	102	76%
Alaska	Chulloonawick	Chulloonawick ANVSA, AK	0	0	0%
Alaska	Circle	Circle ANVSA, AK	69	58	84%
Alaska	Clark's Point	Clark's Point ANVSA, AK	84	56	67%
Alaska	Council	Council ANVSA, AK	0	0	0%
Alaska	Craig	Craig ANVSA, AK	1,725	716	42%
Alaska	Crooked Creek	Crooked Creek ANVSA, AK	146	144	99%
Alaska	Curyung	Dillingham ANVSA, AK	2,478	913	37%
Alaska	Deering	Deering ANVSA, AK	139	86	62%
Alaska	Dot Lake	Dot Lake ANVSA, AK	42	42	100%
Alaska	Douglass	Douglass ANVSA, AK	5,297	1,576	30%
Alaska	Eagle	Eagle ANVSA, AK	65	54	83%
Alaska	Eek	Eek ANVSA, AK	260	191	73%
Alaska	Egegik	Egegik ANVSA, AK	116	49	42%

**Percentage of Low- and Moderate- Income Persons by Tribal Areas
(Based on 2000 Census Data)**

Alaska	Eklutna	Eklutna ANVSA, AK	382	67	18%
Alaska	Ekuk	Ekuk ANVSA, AK	4	0	0%
Alaska	Ekwok	Ekwok ANVSA, AK	106	68	64%
Alaska	Elim	Elim City	356	248	70%
Alaska	Emmonak	Emmonak ANVSA, AK	751	515	69%
Alaska	Evansville	Evansville ANVSA, AK	93	21	23%
Alaska	Eyak	Eyak ANVSA, AK	181	64	35%
Alaska	False Pass	False Pass ANVSA, AK	75	26	35%
Alaska	Fort Yukon	Fort Yukon ANVSA, AK	647	448	69%
Alaska	Gakona	Gakona ANVSA, AK	84	52	62%
Alaska	Galena	Galena ANVSA, AK	679	165	24%
Alaska	Gambell	Gambell ANVSA, AK	590	438	74%
Alaska	Georgetown	Georgetown ANVSA, AK	0	0	0%
Alaska	Golovin	Golovin ANVSA, AK	115	69	60%
Alaska	Goodnews Bay	Goodnews Bay ANVSA, AK	236	229	97%
Alaska	Grayling	Grayling ANVSA, AK	172	160	93%
Alaska	Gulkana	Gulkana ANVSA, AK	171	108	63%
Alaska	Hamilton	Hamilton ANVSA, AK	0	0	0%
Alaska	Healy Lake	Healy Lake ANVSA, AK	55	25	45%
Alaska	Holy Cross	Holy Cross ANVSA, AK	254	223	88%
Alaska	Hoonah	Hoonah ANVSA, AK	892	456	51%
Alaska	Hooper Bay	Hooper Bay ANVSA, AK	1,022	811	79%
Alaska	Hughes	Hughes ANVSA, AK	75	57	76%
Alaska	Huslia	Huslia ANVSA, AK	311	242	78%
Alaska	Hydaburg	Hydaburg ANVSA, AK	398	250	63%
Alaska	Igiugig	Igiugig ANVSA, AK	29	23	79%
Alaska	Iliamna	Iliamna ANVSA, AK	129	34	26%
Alaska	Inalik	Inalik ANVSA, AK	158	113	72%
Alaska	Ivanof Bay	Ivanof Bay ANVSA, AK	30	7	23%
Alaska	Kaguyak	No Census Data Available	0	0	0%
Alaska	Kake	Kake ANVSA, AK	715	378	53%
Alaska	Kaktovik	Kaktovik ANVSA, AK	274	96	35%
Alaska	Kalskag	Kalskag ANVSA, AK	252	205	81%
Alaska	Kaltag	Kaltag ANVSA, AK	243	193	79%
Alaska	Kanatak	Kanatak TDSA, AK	10,274	4,529	44%
Alaska	Karluk	Karluk ANVSA, AK	28	19	68%
Alaska	Kasigluk	Kasigluk ANVSA, AK	545	445	82%
Alaska	Kasaan	Kasaan ANVSA, AK	46	15	33%
Alaska	Kenaitze	Kenaitze ANVSA, AK	29,289	11,694	40%
Alaska	Ketchikan	Ketchikan City	7,739	3,650	47%
Alaska	Kiana	Kiana ANVSA, AK	361	238	66%
Alaska	King Cove	King Cove ANVSA, AK	813	237	29%
Alaska	King Island	Nome City	3,333	1,007	30%
Alaska	King Salmon Tribe	King Salmon CDP	443	134	30%
Alaska	Kluti Kaah (Copper Center)	Copper Center ANVSA, AK	476	233	49%
Alaska	Knik	Knik ANVSA, AK	32,076	12,081	38%
Alaska	Kobuk	Kobuk ANVSA, AK	126	97	77%
Alaska	Kokhanok	Kokhanok ANVSA, AK	178	144	81%
Alaska	Koliganek	New Koliganek ANVSA, AK	205	92	45%
Alaska	Kongiganak	Kongiganak ANVSA, AK	414	300	72%
Alaska	Kotlik	Kotlik ANVSA, AK	608	446	73%
Alaska	Kotzebue	Kotzebue ANVSA, AK	3,082	1,387	45%
Alaska	Koyuk	Koyuk ANVSA, AK	299	227	76%
Alaska	Koyukuk	Koyukuk ANVSA, AK	94	73	78%
Alaska	Kwethluk	Kwethluk ANVSA, AK	727	619	85%
Alaska	Kwigillingok	Kwigillingok ANVSA, AK	317	268	85%
Alaska	Kwinhagak	Kwinhagak ANVSA, AK	544	455	84%
Alaska	Larsen Bay	Larsen Bay ANVSA, AK	88	56	64%
Alaska	Lesnoi (Woody Island)	No Census Data Available	0	0	0%
Alaska	Levelock	Levelock ANVSA, AK	110	73	66%
Alaska	Lime Village	Lime Village ANVSA, AK	0	0	0%
Alaska	Lower Kalskag	Lower Kalskag ANVSA, AK	256	240	94%
Alaska	Manley Hot Springs	Manley Hot Springs ANVSA, AK	74	36	49%
Alaska	Manokotak	Manokotak ANVSA, AK	402	282	70%

Native Village of Kluti-Kaah
PO BOX 68
Copper Center, Alaska 99566

Resolution 11-05

ENTITLED: A resolution adopting Copper River Basin Regional Housing Authority's residential construction standards.

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct 3 single family homes in Kluti-Kaah, Alaska; and

WHEREAS, the Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are located in an unorganized borough, and therefore there are currently no established construction standards for the Copper River Basin Region; and

WHEREAS, the Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are committed to building, energy efficient and quality homes for the tribal members of Kluti-Kaah, and

WHEREAS, it is necessary to establish construction standards for this project; and

WHEREAS, our partner, Copper River Basin Regional Housing Authority has incorporated the following International Residential Building Codes and also utilizes the Alaska Housing Finance Corporation's Building Energy Efficiency Standards (BEES).

NOWTHEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the attached residential construction standards, as prescribed by State of Alaska Statutes, and the Copper River Basin Regional Housing Authority be adopted for the project as Tribal Building codes, effective immediately:

Construction of Buildings – 2000 International Building Code
Mechanical – 2000 International Mechanical Code
Plumbing – 2000 International Plumbing Code
Fire – 2000 Uniform Fire Code
Electrical – 2002 NEC Code
Energy – AHFC's Building Energy Efficiency Standards (BEES)

This resolution was presented for passage before the Native Village of Kluti-Kaah on this day 9th of June, 2011 and was approved and adopted.



President or Vice-President

ATTEST:

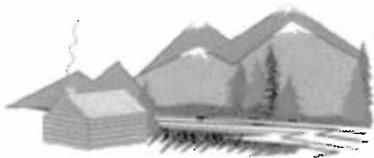
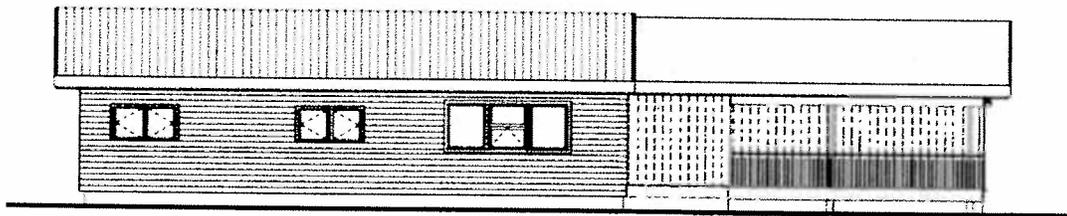
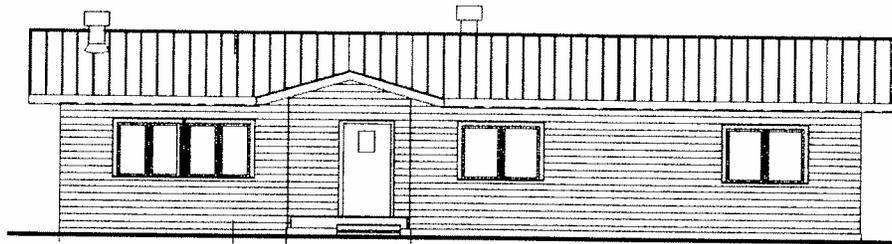


Secretary

COPPER RIVER BASIN REGIONAL HOUSING AUTHORITY

RESIDENTIAL CONSTRUCTION STANDARDS

FOR SINGLE & MULTIFAMILY DWELLINGS



Copper River Basin Regional Housing Authority
PO Box 89
Glennallen, Alaska 99588
(907) 822-3633

INTRODUCTION

This manual outlines the building goals and standards for the Copper River Basin Regional Housing Authority. The Authority's mission is to build quality and affordable homes which meet current residential building standards. The authority strives to provide homes which are low-maintenance, energy efficient, and will last through many generations of owners if properly cared for.

Most homes are designed for a 4-person family. The homes provide space for all activities of daily living and storage of seasonal items. The mechanical systems are designed to be low maintenance and redundant (typically an oil boiler with secondary wood stove) so the residents can continue to produce heat during a power outage or mechanical failure..

When possible, homes are located to enable connection to community utility systems (electric, telecom, water, and sewer). When community systems do not exist, the homes are provided with the basic systems required for the home to function.

The Authority follows that Alaska Building Energy Efficiency Standard (BEES) to provide the highest energy efficiency for dollars spent. The BEES relies upon two standards. First is the *International Energy Efficiency Code* that describes energy conservation criteria for building components (i.e. Wall/ceiling insulation, window heat transfer values, etc.). Second is the Standard 62.2-2xxx, *Ventilation and Acceptable Indoor Air quality in Low-Rise Residential Buildings*. This standard is published by the American Society of Heating, Refrigerating, and Air-conditioning Engineers (ASHRAE).

As new technologies and building techniques emerge for improving home construction in arctic environments, the Authority will strive to incorporate those innovations that support its goals and standards. The Authority is committed to building as many homes as possible given the funds it is able to obtain.

Descriptive explanations have been inserted into this document in red highlighted typeface to set forth the rationale behind some of the specifications.

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SECTION 1. STANDARDS FOR QUALITY

The Authority follows current standards published by the International Code Council for the systems comprising the residential home. Other standards are adopted that impact the living environment or energy efficiency of the home.

Specific standards that builders will comply with in constructing residential homes, both single and multifamily, are:

International Residential Code (IRC), Current Edition	This code is updated every three-years. It incorporates other codes, such as the International Mechanical Code, National Electric Code, International Fuel Gas Code, etc.
International Building Code (IBC), Current Edition	This code is utilized when specific design or site conditions are not covered by the IRC.
ICC Electrical Code/National Electric Code (NEC)	These codes are utilized when specific design or site conditions are not covered by the IRC.
International Mechanical Code (IMC), Current Edition.	This code is utilized when specific design or site conditions are not covered by the IRC.
International Fuel Gas Code (IFGC), Current Edition	This code is utilized when specific design or site conditions are not covered by the IRC.
International Plumbing Code/Uniform Plumbing Code (UPC/UPC), Current Edition	These codes are utilized when specific design or site conditions are not covered by the IRC.
International Fire Code (IFC)	This code is utilized when specific design or site conditions are not covered by the IRC.
International Energy Conservation Code (IECC), Current Edition	This code is used, as amended by the Alaska BEES, in conjunction with the IRC.
American Society of Heating, Refrigerating, and Air-conditioning Engineers Standard 62.2-2xxxx.	This standard is used. As amended by the Alaska BEES, in conjunction with the IRC.
Alaska Department of Environmental Conservation Standards for residential well & septic systems	These standards are used when community systems are not available.
Local Utility Standards for Service Connection	Local utility unique standards that must be met for obtaining service connections.
Other Standards or Local Codes	Location dependent standards or codes that may apply to residential construction.

Quality Control Inspections. Inspections will occur throughout construction. The Alaska Housing Finance Corporation PUR Form 102 is the basis for inspections and the builder's certification of compliance with the current construction codes and design.

By citing these standards we avoid going into lengthy specifications about every aspect of home construction. Reputable contractors must take continuing education in these codes to renew their Alaskan professional licenses. These codes specify how a home must be constructed to be functional, safe, and energy efficient. There is construction criteria specific for interior Alaska.

The following inspections will be performed on every project:

Inspection	Purpose
Septic Tank & Drain Field	<ol style="list-style-type: none"> 1. Verify proper placement and leveling of tank. 2. Verify proper placement of drain rock or diffusers (based upon Civil Engineer's Drawings or Specifications) 3. Verify proper insulation of sewer pipe 4. Verify proper backfill material free of large/sharp rocks & final grading 5. Verify proper location of cleanouts <p>Our Goal: to ensure the septic field will perform in -60F weather and last for 20-years</p>
Well & Service Line	<ol style="list-style-type: none"> 1. Verify well flow rate 2. Verify insulation & heat trace of service line <p>Our Goal: The well will provide sufficient water & water pressure for a family of six in -60F weather and last for 20 years (well pump)</p>
Foundation	<ol style="list-style-type: none"> 1. Verify excavation depth and soil preparation prior to form placement 2. Verify proper construction of concrete forms & reinforcement bar size and placement 3. Verify dimensions of footer & stemwall 4. Verify waterproofing & insulation of stemwall 5. Verify drainage around foundation 6. Verify quality & placement of sill plate anchors <p>Our Goal: The foundation will not fail due to permafrost and withstand an earthquake forces prevalent to the region. Crawlspace are ventilated and vapor barriered to protect against radon gasses and mold due to moisture.</p>
Framing	<ol style="list-style-type: none"> 1. Verify proper grading & type of lumber & sheathing 2. Verify proper nailing & fastening 3. Verify proper installation of blocking on exterior walls & trusses. 4. Verify proper placement of metal straps & connectors 5. Verify direct path of load from roof to foundation <p>Our Goal: the framing will withstand 130 mph wind gusts, earthquakes, and 50 lb/sf of snow load on the roof.</p>
Electrical & Mechanical Rough-In	<ol style="list-style-type: none"> 1. Verify compliance with codes & drawings 2. Verify proper connections for planned appliances 3. Verify proper placement of exhaust ducts on exterior walls 4. Verify proper penetrations of framing 5. Verify installation of home & crawlspace fresh air ventilation <p>Our Goal: Wiring provides enough outlets to eliminate need for extension courts or multi plug strips. Electrical system protects against electrocution and fires. Mechanical system provides adequate ventilation, heating, and exhaust ducts do not pose fire hazards.</p>
Insulation & Vapor Barrier	<ol style="list-style-type: none"> 1. Verify compliance of windows, doors, and insulation with Alaska BEES 2. Verify proper installation of exterior wall & ceiling vapor barrier 3. Verify proper installation of crawlspace vapor barrier 4. Verify proper sealing of window/door rough-ins and exterior air retarder 5. Verify proper grading, rating, & placement of insulation <p>Our Goal: House meets insulation standard of Alaska energy efficiency standard.</p>
Substantial Completion	<ol style="list-style-type: none"> 1. Verify final fit and finish of interior and exterior finishes 2. Verify proper installation & operability of appliances 3. Verify proper labeling of electrical panel and mechanical plumbing 4. Safety test all electrical outlets & smoke/CO alarms 5. Verify proper separation of wood stove & floor protection around stove.

	6. Test all switches and electrical fixtures for operability. 7. Test all faucets, drains, bath controls, and toilets for operability & leaks Our Goal: All safety systems work and everything functions as expected.
Final Completion	1. Verify Contractor, Subcontractor, & Supplier releases from lien. 2. Verify all corrections made of deficiencies noted at Substantial completion 3. Verify all appliance and appurtances manuals are provided. Our Goal: The house is free of liens by the contractor, the home is ready to occupy, and the homeowner has the information to maintain their home & appliances.

In addition, the Authority will complete a PUR Form 101 certifying the residence complies with the Alaska BEES standard for energy efficiency & ventilation.

SECTION 2. FOUNDATION SYSTEMS

Site Investigation: A Professional Engineer licensed in the state of Alaska with a Civil or Structural specialty will investigate the construction site by the most inexpensive means available to determine soil stability and suitability for a concrete foundation system.

Our Goal: To determine the type of foundation system and septic system (when required) are suitable for the project site.

Construction: When soil conditions make it possible, foundation systems will consist of concrete construction consisting of a footer & stem-wall. This creates an enclosed crawlspace for utility connections. Construction units will be either:

- Insulated Concrete Forms
- Concrete Masonry Units

A concrete foundation providing an insulated crawlspace is best for installing & maintaining a home heating system (when baseboard heat is used) and plumbing system.

When the Crawlspace is heated: Concrete foundations will be insulated with rigid foam insulation to a minimum R-value of R-19. A minimum of one-half of the insulation must be applied to the exterior wall.

When the Crawlspace is unheated: Fiberglass batt insulation will be applied to the “cold side” of the floor system to a minimum R-value of R-38.

Ventilation: Crawlspaces will be ventilated in conformance of the IRC regardless of heated or unheated construction.

Vapor Barrier: The exposed ground within the crawlspace will be covered with a vapor barrier in conformance with the IRC. The edges of the vapor barrier will be adhered to the stem-wall or partition walls with black mastic adhesive.

Lighting: Crawlspaces will have an operable light. The light switch will be located near the crawlspace access.

Ventilation, Vapor Barrier and Lighting all are for occupant safety. The ventilation and vapor barrier provide protection against mold and radon while the light ensures people entering the crawlspace can see.

SECTION 3. FRAMING

Framing will consist of the following minimum dimensions and grades.

Location	Minimum Dimension	Minimum Grade
Exterior Walls	2" x 6"	Kiln Dried Hemlock-Fir #2
Interior Partition Walls	2" x 4"	Stud
Party-Wall (multifamily unit)	2" x 4"	Kiln Dried Hemlock-fir #2
Floor System	Per Structural Design	Per Industry Standards
Roof System	Per Structural Design	Per Industry Standards

Blocking: All sheathing on the exterior walls will be blocked when necessary to ensure complete edge nailing. Blocking between trusses at the exterior wall toplate will be full-height to ensure a continuous load-path transfer along the entire load bearing exterior walls.

Fire Barriers: Party Walls in multifamily units will consist of two wall systems isolated by sound batting. One wall will extend through the attic space to the underside of the roof sheathing and be sheathed with 5/8" Type X Gypsum Board on either side of the wall.

Roof Sheathing: Roof Sheathing will have clips installed between panels, at a minimum, unless full blocking is required by the structural drawings.

The framing and sheathing compliment the structural drawings. The minimum grades relate to the Quality of the wood (being free from knots and other defects). The grades ensure the lumber used to construct the exterior walls will support the roof and provide a path for any load the roof is carrying to travel to the foundation.

The wall sheathing provides the framing lumber the strength to withstand the sideways forces caused by wind gusts and earthquake forces.

The roof and floor systems must be able to support their respective loads under stress (i.e. an earthquake). Floors support people, walls, appliances, and furnishings. Roofs support the roof finish and snow.

Roofs must also withstand uplift caused by high winds. Therefore, all roof trusses are physically strapped to the wall framing, which in turn is strapped to the concrete foundation.

SECTION 4. FINISHES

Exterior Finishes: Exterior finishes will be a mid-grade residential quality product. Approved finishes are listed below.

Location	Finish & Quality
Roof	24 gauge metal factory painted panels – clip locked
	24 gauge metal factory painted panels – screw down
Siding	Fibrous cement lap panels, factory painted
	Vinyl horizontal clapboard panels

Interior Finishes:

- Floor finishes will be a mid-grade commercial quality product consisting of sheet vinyl, laminate planks, or carpeting.
- Wall and ceiling finishes will be high-quality paint applied over 5/8" Type X Gypsum Board.

Finishes are meant to be maintenance free and easy to repair if damaged. All finishes are designed to last 25-years.

5/8" Type X Gypsum Board is used throughout the interior of the house to help protect the framing members from fire. Type X board is rated to withstand an intense fire for 30-minutes before failure. This improves the odds that a house fire will only damage the interior gypsum board and windows while the structural parts of the house survive and can be reused.

SECTION 5. THERMAL EFFICIENCY

Homes will be constructed to provide thermal efficiency and air quality that conforms to the current edition of the International Energy Efficiency Code (IEEC) and American Society of Heating, Refrigerating, and Air-conditioning Engineers (ASHRAE) Standard 62.2, plus the Alaska Building Energy Efficiency Standard's (BEES) amendments to these documents.

All CRBRHA served communities are located in Zone 8-R (Interior-Rural) under BEES. The following building envelope standard will be applied to CRBRHA Homes.

Component	R-Value	U-Value	Construction Type
Exterior Ceiling	R38 (w/ 14-inch Heel Truss)	N/A	Batt or Blown Insulation
Exterior Wall	R30	N/A	Batt or Rigid Foam Insulation
Exterior Floor	R38 (unheated crawlspace)	N/A	Batt Insulation
Crawl Space Wall	R19 (heated crawlspace)	N/A	Rigid Foam Insulation – See Section 2 for more information.
Exterior Windows	N/A	0.22	Vinyl Casement Models
Exterior Doors	N/A	0.35	Fiberglass Models

Component	Minimum CFM	Control Type
Kitchen Ventilation	150	Manual Switch
Bathroom Ventilation	80 / 55	Manual Switch @ 80 cfm/Automatic @ 45 cfm
Fresh Air Ventilation	12	Manual Switch
Appliances requiring combustion air	Per Manufacturer Instructions	Direct vent combustion air

The thermal efficiency standards are meant to comply with Alaska Housing Finance Corporations standards, which are stricter than national standards. As a rule of thumb, every inch of fiberglass insulation (batt or blown pieces) equals four R-units. So, specifying "R30" indicates the housing authority expects 8" of insulation. Foam insulation has approximately 5 R-units per inch.

Ventilation is important for ensuring fresh air is entering the home and moisture is being vented. This decreases the chance of mold forming in the home.

SECTION 6. MECHANICAL & ELECTRICAL SYSTEMS

Heating systems will provide for primary and alternate heat with the alternate heat source not relying upon any utility system to properly operate. Appliances providing heat will be selected based upon the evaluation of operating costs between three energy sources – fuel oil, propane, and electricity.

Heating systems consist of the following:

Purpose		Heat System Options	Energy Source Options
Living Space Heat	Primary Heat	Base Board Convection	Oil, Propane, Electricity
		Wall Mounted Radiant	Oil, Propane
	Secondary	Pedestal Mounted Radiant	Wood
Domestic Hot Water		Appliance	Oil, Propane, Indirect from Boiler
Clothes Drying		Appliance	Propane, Electricity
Food Preparation		Appliance	Propane, Electricity

Mechanical systems will have energy efficiency ratings of 85% or greater. Electrical appliances will be Energy Star ® rated. The following appliances are the standard, though acceptable substitutions will be considered for specific projects.

Purpose		Manufacturer	Remarks
Living Space Heat	Primary Heat	Energy Kinetics EK1 Frontier	Baseboard Convection Heat System
		Toyotomi Oil Miser 180	Baseboard Convection Heat System
	Secondary	Blaze King Princess PE 1006	Wood Fueled
Domestic Hot Water		Energy Kinetic EK1 Frontier 40-gal Water Tank	Indirect from Boiler
		Amtrol Boilermate or Superstor Ultra – 40-gal Water Tank	Indirect from Boiler
Food Storage		Whirlpool 18 cf Top Mounted Refrigerator	Electric Appliance
Food Preparation		Whirlpool 30" Range	Propane or Electric Appliance
Clothes Washing		Whirlpool 4.1 cf Front Load	Electric Appliance
Clothes Drying		Whirlpool 6.7 cf Front Load	Propane or Electric Appliance
Kitchen Exhaust		Whirlpool 30" Range Fan	Electric Appliance
Bath Exhaust		Panasonic Whisper Green Fan	Electric Appliance
Air Circulation		Tjerland AireShare Ventilator	Room to Room Ventilation
		Tjerland UnderAire Ventilator	Crawlspace Ventilation

Our goal is energy efficient appliances that are safe & easy to operate.

SECTION 8. WELL & SEPTIC SYSTEMS

When feasible, homes will be connected to community systems. Otherwise, individual well and septic systems will be installed with each home constructed.

Individual home lot sizes will be a minimum of 0.75 acres in order to support well & septic separation distances. Well and Septic systems will be sized by a Professional Civil Engineer licensed in the state of Alaska.

Well screens will be installed on all wells. Acceptable flow rates will be established a Professional Civil Engineer licensed in the state of Alaska. The well installer will disinfect the well system as part of acceptance. The construction contractor will purge the domestic water system prior to operational testing. During operational testing of the domestic water system, water samples will be taken and analyzed for Coliforms, Arsenic, and Nitrates.

Septic systems will be designed by a Professional Civil Engineer licensed in the state of Alaska. The engineer will complete the Alaska Department of Environmental Conservation Documentation of Construction within 90-days following operational testing of the completed system.

Frost Protection. The main water service line will be heat-traced and insulated with a minimum of 2-inches of rigid foam (totally encasing the service line). This protection will extend the entire length of the service line, from the well casing to the home entry point (typically the heated crawlspace). The water service line will be located a minimum of 12-feet below finished grade.

The quality of well and septic systems can vary from lot-to-lot. One home can have great systems while the adjacent home suffers from poor drainage or well flow. Unfortunately, there is no way to predict how particular site will perform until the systems are installed and used.

Nearby existing systems, and in the case of septic fields, Percolation Testing, can give an indication of what can be expected for the new home, but the reality is nothing is guaranteed until the systems are installed and used.

Systems are designed to last 20-years, but environmental conditions can impact that. For example, future home construction could tax the well aquifer and cause the water level to drop, which could impact well water flow to existing homes.

Wells and water lines are flushed with chlorine and to disinfect the lines against bacteria before the home is occupied. Water and sewer lines are insulated and buried below the anticipated frost lines to minimize the chance of freezing. Low energy heat trace is also provided.

SECTION 9. DRIVES, GARAGES, LANDSCAPING, & SPECIAL CONSTRUCTION

Drives: Drives will consist of locally available gravel and graded to as level as feasible given the topography of the building site. Where access to the property has already been provided, no further improvements will be funded.

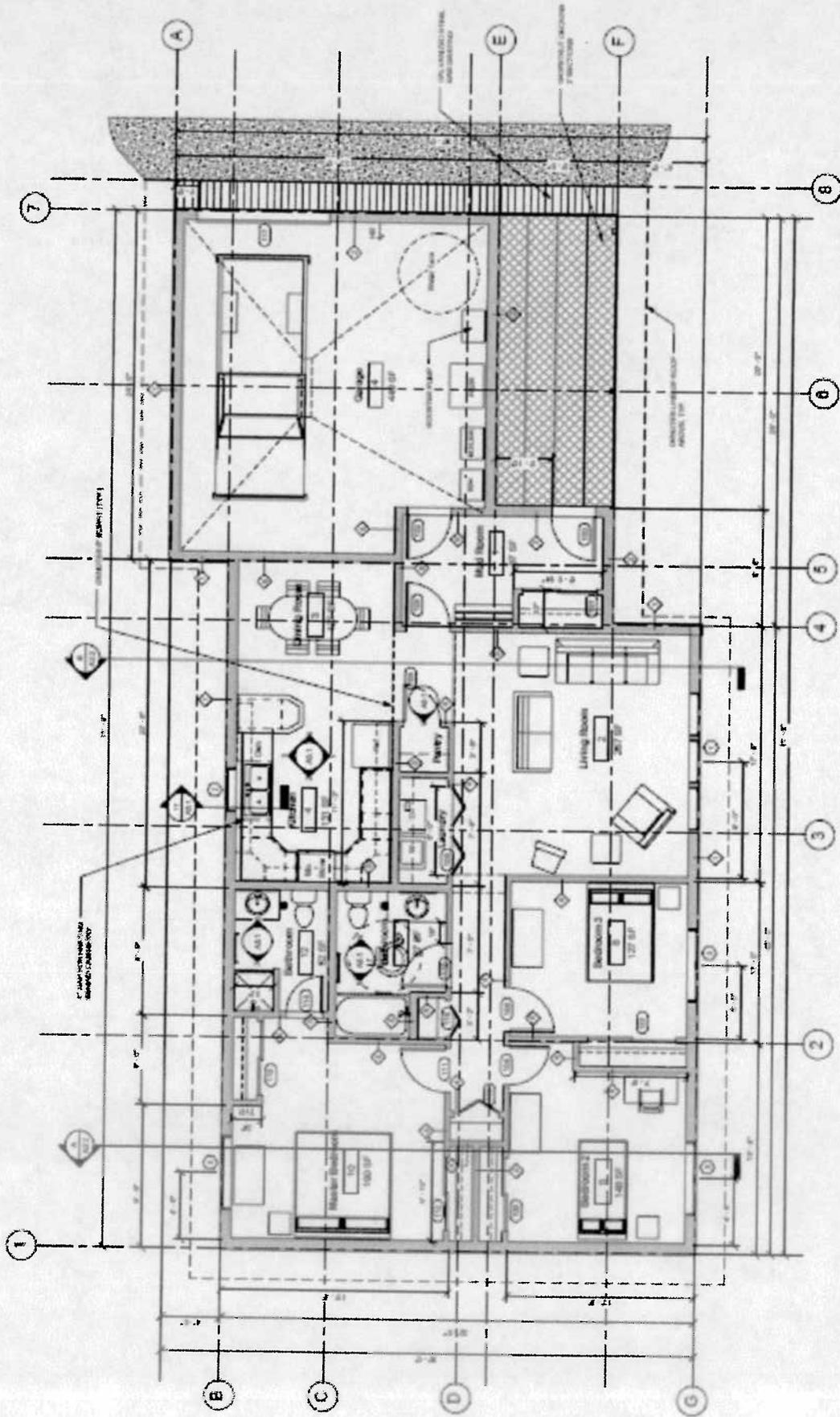
Garages: Garages will be considered after the initial residential construction is fully funded and sufficient funds remain to construct garages. Garages may be single or multifamily units. Garages may consist of carports in lieu of an enclosed garage. Garage floors will consist of locally available gravel.

Landscaping: Newly constructed homes will have the disturbed ground of the project site graded to conform the sloping required of the IRC. Grounds will be left to re-vegetate naturally.

Special Construction: Homes will be customized when planned occupants have disabilities requiring design considerations for accessibility or functionality. Appliances will be altered as well when necessary (such as lowering fresh air vents or installing “bottom-up” refrigerators to accommodate wheelchair bound occupants).

A Based upon available funds and the needs of the housing authority, specifications and drawings can be prepared for any special needs or construction required for a particular home, project site, or resident’s physical abilities.

APPENDIX A. PLAN #2 - SINGLE FAMILY HOME - 2 OR 3 BEDROOM SINGLE STORY RESIDENCE



APPENDIX B. AMERICANS WITH DISABILITIES ACT CONSIDERATIONS

Design modifications to accommodate residents under the American with Disabilities Act (ADA) will take the following into consideration:

Activity	Modification
Home Entry	A minimum of one ramp at the front entry.
Emergency Egress	Consider an exit door, landing, and ramp in the bedroom of the ADA occupant
Appliances	<ul style="list-style-type: none"> • Range – Control knobs in the front of the range • Range Exhaust Hood – Hardwired to switch mounted in base cabinet below countertop. • Refrigerator – Bottom Mounted (Freezer compartment) • Washer/Dryer (if provided)- Front loading
Fresh Air Vents	Consider mounting at 5-feet above finished floor
Electrical Panel	Mount at lowest level allowed by electrical code
Interior Doors	Provide as requested by resident. Passages will be trimmed to allow for future installation of a door.
Arctic Entries	Consider eliminating – discuss with resident
Water Closet	Sized for ADA accessibility. Consider roll-in shower in lieu of shower/bath unit.
Cabinetry	Consider elimination of kitchen sink base & water closet vanity cabinet – discuss with resident
Grab Bars	Install based upon discussing locations with resident and conformance to ADA requirements.
Floor Finishes	Consider smooth floor finishes with minimal transition strips throughout home
Closets	Install clothing rod to accessible height – discuss with resident.
Hallways	Hallway width expanded to 48".
Passages	All exterior entries and interior passages are minimum of 36"

CCR Search Results

Not to be used as certifications and representations. See [ORCA](#) for official certification.

Registration Status: Active in CCR; Registration valid until 02/01/2012.

DUNS: [REDACTED]

DUNS PLUS4:

CAGE/NCAGE: [REDACTED]

Legal Business Name: NATIVE VILLAGE OF KLUTI-KAAH

Doing Business As (DBA):

Division Name:

Division Number:

Company URL:

Physical Street Address 1: MILE 104 RICHERDSON HWY

Physical Street Address 2:

Physical City: COPPER CENTER

Physical State: AK

Physical Foreign Province:

Physical Zip/Postal Code: 99573-0068

Physical Country: USA

Mailing Name: NATIVE VILLAGE OF KLUTI-KAAH

Mailing Street Address 1: PO BOX 68

Mailing Street Address 2:

Mailing City: COPPER CENTER

Mailing State: AK

Mailing Foreign Province:

Mailing Zip/Postal Code: 99573-0068

Mailing Country: USA

Business Start Date: 01/01/1972

Delinquent Federal Debt: No

CORPORATE INFORMATION

Type of Organization

Other

Business Types/Grants

3I - Tribal Government

VW - Contracts and Grants

UD - Council of Governments

XY - Indian Tribe (Federally Recognized)

DISASTER RESPONSE INFORMATION

Bonding Levels

Construction Bonding Level, Per Contract (dollars):

Construction Bonding Level, Aggregate (dollars):

Service Bonding Level, Per Contract (dollars):

Service Bonding Level, Aggregate (dollars):

Geographic Areas Served

No geographic areas specified

GOODS / SERVICES

North American Industry Classification System (NAICS)

921150 - American Indian and Alaska Native Tribal Governments

Product Service Codes (PSC)

Federal Supply Classification (FSC)

SMALL BUSINESS TYPES

SDB, 8A and HubZone certifications come from the Small Business Administration and are not editable by CCR vendors.

Business Types Expiration Date

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North American Industry Classification System (NAICS)

The small business size status is derived from the receipts, number of employees, assets, barrels of oil, and/or megawatt hours entered by the vendor during the registration process.

NAICS Code	Description	Small Business	Emerging Small Business
921150	American Indian and Alaska Native Tribal Governments	No	No

CCR POINTS OF CONTACT

Government Business Primary POC

Name: MICHELLE DODDS

Address Line 1: PO BOX 68

Address Line 2:

City: COPPER CENTER

State: AK

Foreign Province:

Zip/Postal Code: 99573-0068

Country: USA

Government Business Alternate POC

Name: DONALD JOHNS

Address Line 1: PO BOX 68

Address Line 2:

City: COPPER CENTER

State: AK

Foreign Province:

Zip/Postal Code: 99573-0068

Country: USA

U.S. Phone: 907-822-5541
Non-U.S. Phone:
Fax: 907-822-5130

U.S. Phone: 907-822-5541
Non-U.S. Phone:
Fax: 907-822-5130

Past Performance Primary POC

Name:
Address Line 1:
Address Line 2:
City:
State:
Foreign Province:
Zip/Postal Code:
Country:
U.S. Phone:
Non-U.S. Phone:
Fax:

Past Performance Alternate POC

Name:
Address Line 1:
Address Line 2:
City:
State:
Foreign Province:
Zip/Postal Code:
Country:
U.S. Phone:
Non-U.S. Phone:
Fax:

Electronic Business Primary POC

Name: MICHELLE DODDS
Address Line 1: PO BOX 68
Address Line 2:
City: COPPER CENTER
State: AK
Foreign Province:
Zip/Postal Code: 99573-0068
Country: USA
U.S. Phone: 907-822-5541
Non-U.S. Phone:
Fax: 907-822-5130

Electronic Business Alternate POC

Name: DONALD JOHNS
Address Line 1: PO BOX 68
Address Line 2:
City: COPPER CENTER
State: AK
Foreign Province:
Zip/Postal Code: 99573-0068
Country: USA
U.S. Phone: 907-822-5541
Non-U.S. Phone:
Fax: 907-822-5130



June 8, 2011

Native Village of Kluti-Kaah
P. O. Box 68
Copper Center, Alaska 99573

Re: Native Village of Kluti-Kaah Housing

Dear Tribal Administrator:

Ahtna Inc., an Alaska Native Regional Corporation would like to take this opportunity to promote and facilitate development of Indian housing units within the Ahtna Region.

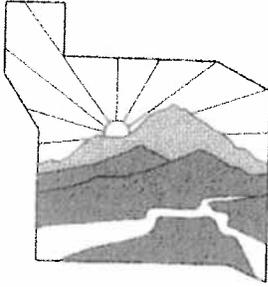
Ahtna is one of the thirteen Native region corporations established by Congress under the terms of the Alaska Native Claims Settlement Act (ANSCA), Pub. L. No. 92-203, 85 Stat. 688 (1971), *as amended*. Ahtna's mission is to promote the economic and social well-being of our present and future shareholders; to strengthen the Native way of life of our shareholders; and to protect and enhance our land and resources.

Throughout the Ahtna Region affordable housing is relatively non-existent; therefore Ahtna Inc. is in total support of the development and construction of new Indian housing units specifically for low-income Native Americans. Partnering with Copper River Basin Regional Housing Authority and the Native Village of Kluti-Kaah will subsequently bring much needed housing to this region and specifically Kluti-Kaah.

We look forward to enhancing our current work relationship. Please feel free to contact me if you require any further assistance.

Sincerely,


Kathryn Martin
V.P. Land and Resources



Copper River Native Association

[AHTNA' T'AENE NENE']

Mile 104 Old Richardson

P.O. Box H

Phone (907) 822-5241

Fax (907) 822-8801

E-mail info@crnative.org

Website: www.crnative.org

Copper Center, Alaska 99573

June 10, 2011

Teri Nutter, Executive Director
Copper River Basin Regional Housing Authority
P.O. BOX 89
Glennallen, Alaska 99588

RE: INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG) LETTER OF SUPPORT

Dear Ms. Nutter:

Copper River Native Association (CRNA) supports the proposal submitted by the Copper River Basin Regional Housing Authority (CRBRHA) for the Indian Community Development Block Grant (ICDBG) for the Native Village of Kluti-Kaah. Copper River Native Association (CRNA) is the regional non-profit that serves health, mental health, and training and employment service to our local Alaskan Native and American Indians.

Copper River Native Association offers basic educational services including personal financial management classes so beneficiaries have the opportunity to receive the skills to learn to manage their finances and understand the credit markets. CRNA also provides vocational education programs in order for beneficiaries to increase their skill levels; CRNA is committed in providing technical and vocational training as part of our mission to empower our beneficiaries.

Throughout the Ahtna Region affordable housing is relatively non-existent; therefore Copper River Native Association is in total support of the development and construction of new Indian housing units specifically for low-income Native Americans. Partnering with Copper River Basin Regional Housing Authority and the Native Village of Kluti-Kaah will subsequently bring much needed housing to this region. Copper River Native Association looks forward in enhancing our current working relationship, with the collaboration with; Copper River Basin Regional Housing Authority and the Native Village of Kluti-Kaah.

If you have any questions, please feel free to contact me or if you require any further assistance.

Sincerely,

A handwritten signature in cursive script that reads "Paula Vrana".

Paula Vrana, Chief Executive Officer
COPPER RIVER NATIVE ASSOCIATION

CC: Native Village of Kluti-Kaah
File



1413 Hyder St.
Anchorage, AK 99501
(907) 569-4711 *tel*
(907) 569-4716 *fax (admin)*
(907) 569-4720 *fax (programs)*
(866) 297-9566 *toll-free*

P.O. Box 74313
Fairbanks, AK 99707
(907) 457-2597 *tel*
(907) 457-2591 *fax*
(866) 457-2597 *toll-free*

June 13, 2011

Teri Nutter, Executive Director
Copper River Basin Housing Authority
P.O. Box 89
Glennallen, AK 99588

Teri,

Alaska Works Partnership, Inc. supports the 2012 proposal submitted by Copper River Basin Regional Housing Authority (CRBRHA) to build 9 single family units for the Native Village of Gulkana, Copper Center (Kluti-Kaah) and to build 3 single family units for the Native Village of Chitina. AWP has agreed to assist the project by providing basic residential construction skills training and occupational health and safety training for persons from the community where the projects are built. AWP will also make available our Building Maintenance and Repairer (BMR) apprenticeship program for persons seeking career training in a construction field. The BMR program is registered with the USDOL with standards approved by USHUD. Apprentices will receive paid on the job training and career advancement in skilled trades' occupations for local workers.

Alaska Works Partnership looks forward to working with the Native Village of Gulkana, Copper Center (Kluti-Kaah) and the Native Village of Chitina.

Sincerely,

Mike Andrews
Director

Native Village of Kluti-Kaah
PO BOX 68
Copper Center, Alaska 99573

Resolution 11-07

ENTITLED: Certifying Citizen Participation and review of the ICDBG draft application.

WHEREAS: Native Village of Kluti-Kaah and Copper River Basin Regional Housing Authority are partnering to construct a 3 single family homes in Copper Center, Alaska; and

WHEREAS, it is necessary to certify that Native Village of Kluti-Kaah has met the requirements of 24 CFR 1003.604 Citizen Participation Requirements.

WHEREAS, the Native Village of Kluti-Kaah certifies a Community Development Statement was posted prior to the Village Council meeting that was had on May 31, 2011 to discuss and review the draft Indian Community Development Block Grant; and

WHEREAS, this meeting was opened to the general public to consider the public's input, recommendations, and suggestions.

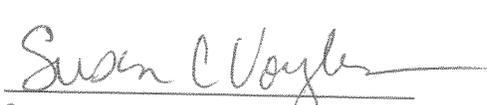
NOW THEREFORE BE IT RESOLVED, by the Native Village of Kluti-Kaah that the Council also certifies that the Citizen Participation requirement of 1000.604 has been met and the comments received, if any, will be integrated into the final application, as appropriate, with copies of the changes, if any, available at the Council office for public review.

This resolution was presented for passage before the Native Village of Kluti-Kaah on this day 9th of June, 2011 and was approved and adopted.



President or Vice President

ATTEST:



Secretary

