

B13SR020019

PFE
Construction Senior Center

Organized Village of Kake
Senior Community Center / Facility
ICDBG FR-5700-N-16
March 15, 2013

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Entered in PFE 3/15/13 em

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- Authorization by the Tribe to apply for ICDBG Funding
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-  2_CCTHITA

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-  5_Tribal_Enrollment
-  6_ONAP_Table_Census
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-  9_Extent_of_Needs

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Sub-Attachments: Factor 3

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Sub-Attachments: Factor 4

-  16_IRR_Leverage
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-  18_OVK_Committment
-  19_SEARHC

Rating Factor 5 Comprehensiveness and Coordination: Narrative.....pages 27-34

Sub-Attachments: Factor 5

-  20_SEARHC_Kake
-  21_SESS_Kake
-  22_KCSD
-  23_ANB

Facsimile Transmittal

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

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

1363382556-8195

Name of Document Transmitting: Community Facility Kake Senior Center:Attachment (12)Correct

1. Applicant Information:

Legal Name: Organized Village of Kake
Address:
Street1: PO Box 316
Street2:
City: Kake
County:
State: AK: Alaska
Zip Code: 99830-0316 Country: USA: UNITED STATES

2. Catalog of Federal Domestic Assistance Number:

Organizational DUNS: [redacted] CFDA No.: 14.862
Title: Indian Community Development Block Grant Program
Program Component:
Administration Costs were submitted with original grant application in error, attached is correct.

3. Facsimile Contact Information:

Department:
Division:

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

Prefix: First Name: Joanne
Middle Name:
Last Name: Wiita
Suffix:
Phone Number: 907 780 3158
Fax Number:

5. Email: jwiita@thrha.org

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

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

7. How many pages (including cover) are being faxed? 2

(2a)

Administration Costs \$120,000

<u>Administration</u>	<u># Units</u>	<u>Total Including Fringe</u>
DCM Project Construction Monitor	2 hours/week	29,380
Grant Management	6 hours/week	44,460
 Accounting Staff		
CFO	3 hours/month	7830
Grant Accountant	4 hours/month	5640
Project Accountant	2 hours/week	13260
 Office Costs		
Utilities		697
 Insurance		
Commercial General Liability	Estimated Cost	1000
Builders Risk	Estimated Cost	10000
Automobile Liability	Estimated Cost	172
Umbrella/Excess Liability	Estimated Cost	740
Professional Liability	Estimated Cost	1313
Legal Liability	Estimated Cost	656
 Other Costs		
Other Admin / Audits / CPAs		4852
		<u>\$120,000</u>

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): _____ * Other (Specify): _____		
* 3. Date Received: 03/15/2013		4. Applicant Identifier: _____
5a. Federal Entity Identifier: _____		5b. Federal Award Identifier: _____
State Use Only:		
6. Date Received by State: _____		7. State Application Identifier: _____
8. APPLICANT INFORMATION:		
* a. Legal Name: Organized Village of Kake		
* b. Employer/Taxpayer Identification Number (EIN/TIN): ██████████		* c. Organizational DUNS: ██████████
d. Address:		
* Street1: PO Box 316		
Street2: _____		
* City: Kake		
County/Parish: _____		
* State: AK: Alaska		
Province: _____		
* Country: USA: UNITED STATES		
* Zip / Postal Code: 99830-0316		
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: Joanne
Middle Name: _____		
* Last Name: Wiita		
Suffix: _____		
Title: OVK TDHE Joanne Wiita, THRHA		
Organizational Affiliation: _____		
* Telephone Number: 907-780-6868 or 780-3158		Fax Number: _____
* Email: jwiita@thrha.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-5700-N-16

* Title:

Indian Community Development Block Grant (ICDBG) Program

13. Competition Identification Number:

ICDBG-16

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Community Facility for the community and senior citizens of Kake, Alaska LMI beneficiaries. Youth/Elder programs will be delivered at the Kake Community Center including a Senior lunch program.

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.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="600,000.00"/>
* b. Applicant	<input type="text" value="100,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="2,331,620.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="3,031,620.00"/>

*** 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

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:

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: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Organized Village of Kake * Street 1: PO Box 316 Street 2: _____ * City: Kake State: AK: Alaska Zip: _____ Congressional District, if known: _____		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: _____ _____ _____		
6. * Federal Department/Agency: HUD	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 na Middle Name _____ * Last Name na Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
b. Individual Performing Services (including address if different from No. 10a) Prefix _____ * First Name na Middle Name _____ * Last Name na 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: Dawn Jackson * Name: Prefix _____ * First Name Gary Middle Name _____ * Last Name Williams Suffix _____ Title: _____ Telephone No.: _____ Date: 03/15/2013		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

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	Summary.docx	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	Table_of_Contents.docx	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	4123_Cost_Summary.pdf	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	4125_Implementation_Schedule	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	DOCUMENTS.zip	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	Narrative_Rating_Factors.docx	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	ATTACHMENTS.zip	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

Fax

Prime Instance ID [REDACTED]

Sub Instance ID [REDACTED]

Name of Document Transmitting Community Facility Kake Senior Center

1. Applicant Information:

Legal Name Organized Village of Kake

Address

Street1 PO Box 316

Street2

City Kake

County

State Alaska

Zip Code 99830-0316

Country United States

2. Catalog of Federal Domestic Assistance Number:

Organizational DUNS [REDACTED]

CFDA No. 14.862

Title Indian Community Development Block Grant
Program

Program Component

3. Facsimile Contact Information:

Department

Division

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

Prefix

Applicant: Organized Village of Kake

Organized Village of
Kake ██████████
GGIGRANT11354819

Project: GRANT11354819-2013

First Name Joanne

Middle Name

Last Name Wiita

Suffix

Phone Number 907 780 3158

Fax Number

5. Email jwiita@thrha.org

6. What is your Transmittal? d. Other

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

Facsimile Transmittal

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

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

1363382556-8195

Name of Document Transmitting:

1. Applicant Information:

Legal Name:

Address:

Street1:

Street2:

City:

County:

State:

Zip Code:

Country:

2. Catalog of Federal Domestic Assistance Number:

Organizational DUNS: CFDA No.:

Title:

Program Component:

3. Facsimile Contact Information:

Department:

Division:

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

Prefix: First Name:

Middle Name:

Last Name:

Suffix:

Phone Number:

Fax Number:

5. Email:

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

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

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

Form HUD-96011 (10/12/2004)

**Applicant/Recipient
Disclosure/Update Report**

U.S. Department of Housing
and Urban Development

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

Applicant/Recipient Information * Duns Number: [REDACTED] * Report Type: INITIAL

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

* Applicant Name:

Organized Village of Kake

* Street1: PO Box 316

Street2:

* City: Kake

County:

* State: AK: Alaska

* Zip Code: 99830-0316

* Country: USA: UNITED STATES

* Phone: 907-780-6868 or 780-3158

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: Community Facility - Kake Senior Community Center

* Street1: 546 Ravens Way

Street2:

* City: Kake

County:

* State: AK: Alaska

* Zip Code: 99830

* 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

Form HUD-2880 (3/99)

Part III Interested Parties. You must decide.

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

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

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



Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / www.KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



Resolution No. 2013-03 – A RESOLUTION OF THE ORGANIZED VILLAGE OF KAKE (OVK) AUTHORIZING TLINGIT HAIDA REGIONAL HOUSING AUTHORITY(THRHA) TO COMPLETE AND SUBMIT APPLICATION FOR INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING ON BEHALF OF OVK FOR THE AFFORDABLE HOUSING DEVELOPMENT PROJECT ON OVK TRACT 18

WHEREAS, the Organized Village of Kake (hereinafter OVK) is a federally recognized Indian Tribe under federal law and is empowered under its *Constitution & By-Laws* to execute agreements and contracts with the United States to benefit its members; and,

WHEREAS, OVK is organized pursuant to the authority of the Federal Indian Reorganization Acts (hereinafter IRA) of 1934 & 1936 with the IRA Council as the duly elected governing body formed under its *Constitution & By-Laws*; and,

WHEREAS, The Department of Housing and Urban Development, Indian Community Development Block Grant program, hereinafter called IDCDBG, may provide assistance necessary to address the need for construction of a community facility in the community:

WHEREAS, OVK's objective is to improve the quality of life, health, and welfare of its tribal members and provide an opportunity for elders to age in place by providing services to all those who may benefit from a community facility in Kake, Alaska; and

WHEREAS, the Tribal Council has approved the development and construction of a community facility within THRHA's low income housing facility for the benefit of Tribal members and has approved a plan for the project development and funding; and

WHEREAS, the project funding package is not complete and additional project funds are needed and the Tribal Council has identified the Indian Community Development Block Grant (ICDBG) as a potential Source of funding to complete the construction of a community facility; and

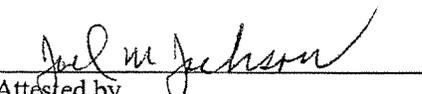
WHEREAS, the Tribal Council recognizes THRHA knowledge and expertise in completing these types of funding applications and has requested THRHA's assistance in preparing and submitting an ICDBG application for on behalf of OVK.

NOW THEREFORE, BE IT RESOLVED, that the Organized Village of Kake hereby authorizes THRHA to prepare and submit an application for grant funding through the 2013 ICDBG program on behalf of OVK.

CERTIFICATION

This resolution was duly adopted at an IRA Council meeting held this 14th day of MARCH, 2013 by a quorum of 6 (includes president as non-voting chairperson except in case of tie vote) with 5 yes votes, 0 no votes, and 0 abstaining.


Jeffrey S. Jackson, President


Attested by



Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / www.KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



Resolution No. 2013-04 – FY2013 HUD ICDBG Citizen Participation: Kake Senior Center/Community Facility Project

WHEREAS, the Organized Village of Kake (hereinafter OVK) is a federally recognized Indian Tribe under federal law and is empowered under its *Constitution & By-Laws* to execute agreements and contracts with the United States to benefit its members; and,

WHEREAS, OVK is organized pursuant to the authority of the Federal Indian Reorganization Acts (hereinafter IRA) of 1934 & 1936 with the IRA Council as the duly elected governing body formed under its *Constitution & By-Laws*; and,

WHEREAS, OVK and City of Kake are complying with all of the citizen participation requirements in the Department of Housing and Urban Development, Indian Community Development Block Grant program regulation 24 CFR 1003.604; and,

WHEREAS, OVK and City of Kake have provided residents of Kake with information concerning the amount of funds available and the range of project activities that may be undertaken for the ICDBG program, and,

WHEREAS, OVK and City of Kake held a community meeting to obtain the views of the residents of Kake; and,

WHEREAS, The Council has published and posted a public notice of the project and provided the residents an opportunity to review and submit comments; and,

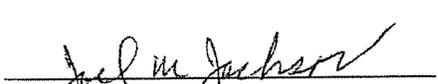
WHEREAS, The Council will consider any comments and views expressed by residents and if it deems them appropriate, to modify the application accordingly and make the modified application available to residents.

NOW THEREFORE BE IT RESOLVED, that the OVK Council will cooperate with the provisions of needed agreements entered into between the OVK Council and ICDBG, and that said provisions will be duly carried out.

CERTIFICATION

This resolution was duly adopted at an IRA Council meeting held this 14TH day of MARCH, 2013 by a quorum of 6 (includes president as non-voting chairperson except in case of tie vote) with 5 yes votes, 0 no votes, and 0 abstaining.


Jeffrey S. Jackson, President


Attested by



Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / email KeexKwaan@ KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



Resolution No. 2013-05 – FY2013 HUD ICDBG Requesting Construction Project Funding: *Kake Senior Center/Community Facility Project*

- WHEREAS, the Organized Village of Kake (hereinafter OVK) is a federally recognized Indian Tribe under federal law and is empowered under its *Constitution & By-Laws* to execute agreements and contracts with the United States to benefit its members; and,
- WHEREAS, OVK is organized pursuant to the authority of the Federal Indian Reorganization Acts (hereinafter IRA) of 1934 & 1936 with the IRA Council as the duly elected governing body formed under its *Constitution & By-Laws*; and,
- WHEREAS, The Department of Housing and Urban Development, Indian Community Development Block Grant program, hereinafter called ICDBG, may provide assistance necessary to address the need for construction of a community facility in the community:
- WHEREAS, OVK's objective is to improve the quality of life, health, and welfare of its tribal members and provide an opportunity for elders to age in place by providing services to all those who may benefit from a community facility in Kake, Alaska; and
- WHEREAS, OVK has undertaken a thorough investigation of all existing unoccupied community facilities in our village that could be suitable for the intended purpose and has found that there is not an available community facility space suitable to meet the needs of our residents and that the construction of a community facility is required; and
- WHEREAS, OVK has investigated all funding options for this type of community facility and has found that there is not adequate funding sources available to fund the planned community facility and that ICDBG funding is essential to fully fund the project; and
- WHEREAS, the Tlingit Haida Regional Housing Authority is recognized as a legally established Tribally Designated Housing Entity of Indian Tribes, which is controlled, sanctioned, or chartered by recognized governing bodies of Indian Tribes throughout southeast Alaska; and
- WHEREAS, the OVK in partnership with Tlingit Haida Regional Housing Authority is submitting an application to Housing and Urban Development (HUD) for a public facility; and
- WHEREAS, the Tlingit Haida Regional Housing Authority will adhere to State of Alaska construction standards and is the sub recipient of ICDBG funding to administer ICDBG grant funding in partnership with OVK; and
- WHEREAS, the public facility assures that at least 70% of ICDBG program funds will benefit low-and moderate income Alaska residents; and
- WHEREAS, the public facility is designed for use in providing a community center for persons that are low-and moderate income Alaska residents and/or elderly citizens; and

WHEREAS, the Tlingit Haida Regional Housing Authority is OVK's established Tribally Designated Housing Entity and OVK is accountable as the ICDBG grantee and will monitor the performance of THRHA as sub recipient of ICDBG funding according to Å§1003.204 and THRHA will acquire title to the public facilities; and

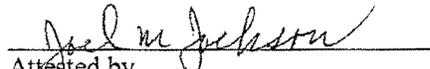
NOW THEREFORE BE IT RESOLVED, that the Organized Village of Kake Tribal Council hereby authorizes the Organized Village of Kake to apply for ICDBG funding with the support of the Tlingit & Haida Regional Housing Authority with our application for ICDBG funding.

CERTIFICATION

This resolution was duly adopted at an IRA Council meeting held this 14TH day of MARCH, 2013 by a quorum of 6 (includes president as non-voting chairperson except in case of tie vote) with 5 yes votes, 0 no votes, and 0 abstaining.



Jeffrey S. Jackson., President



Attested by

ICDBG Funding Application: **Public Facility**

FOA Title: Indian Community Development Block Grant Program
FOA Number: FR-5700-N-16

Applicant: **Organized Village of Kake** DUNS Number: 
P.O. Box 316
Kake, AK 99830

Property Project Address: 546 Ravens Way, Kake, Alaska

The proposed ICDBG development is for construction of a senior community center/facility. The community facility will provide a 4,268 SF center to serve a limited clientele of up to 60 very-low to low-income residents that are ages 60 or older.

Project Description:

The Organized Village of Kake (OVK) will retain the expertise of our TDHE, Tlingit-Haida Regional Housing Authority (THRHA) to construct the facility. OVK will enter into a subrecipient agreement with THRHA to manage all aspects of construction and grant administration. Upon completion THRHA will partner with Southeast Senior Services (SESS) to deliver the Senior Lunch Program at the facility. By working together, THRHA and SESS will have all fiscal and financial responsibility of the day-to-day services and operations.

Outcomes:

(1) adequate public space to include all eligible low-income seniors in the congregate meal program and elder services programs; (2) economic opportunities for low-very low income residents; and, (3) community sustainability and strengthening community living environment by improving physical conditions and quality of life of seniors and residents of Kake.

Participants:

Tlingit Haida Regional Housing Authority (THRHA) is construction contractor, project manager, grant manager and facility owner with responsibility for all operations upon completion. Southeast Senior Services (SESS) will provide services for senior programs at the new facility.

Impact:

Through this project OVK will address two critical needs that will positively impact the community by providing: (1) adequate, accessible public space to provide services that will enable an increasing number of low-income seniors to age in place; and, (2) a commercial kitchen for safe food preparation that will allow all eligible low-income seniors to participate in the elder lunch program that will improve quality of life.

Benefits:

OVK estimates that this project will directly benefit over 100 low-income residents through; 1) training and jobs, 2) adequate space and accessible features for elderly and disabled to congregate, 3) enhancing community vitality by enabling treasured elders to age in place with quality of life, 4) universal design and energy standards that will provide green, healthy living.

Implementation Schedule

Indian Community Development Block Grant (ICDBG)

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

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

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

1. Name of Applicant (as shown in Item 5, Standard Form 424)
Organized Village of Kake Date (mm/dd/yyyy) **03/15/2013**

2. Application/Grant Number (to be assigned by HUD) **3. Original (First submission to HUD)** **Pre-Award Submission** **Amendment (submitted after grant approval)**

4. Name of Project (as shown on form HUD-4123, item 4)
Public Facility - Kake Senior Community Center 5. Effective Date (mm/dd/yyyy) **10/01/2013** Expected Completion Date (mm/dd/yyyy) **03/31/2016** Expected Closeout Date (mm/dd/yyyy) **06/30/2016**

6. 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.) **7. Tribal Fiscal Year (mm/dd/yyyy)** **01/01/2014**

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

	CY 14								CY 15			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.	1st Qtr.	2nd Qtr.	3rd Qtr.																					
Environmental Review / FONSI	X																															
A/E Schematic Design Completed																																
Clearing Grubbing / Site Preparation		X																														
Footings, Foundation Constructed			X																													
Rough Framing				X																												
Roofing / Siding / Insulation / Drywall					X																											
Flooring / Doors / Cabinets / Trim / Interior Finish						X																										
Mechanical & Electrical Finish							X																									
Exterior Landscaping								X																								
Punch Prelim / Final Inspection																																
Commission / Move-In / Grant Close-Out																																
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)											\$	0.00	\$	0.00	\$	50,000.00	\$	100,000.00	\$	200,000.00	\$	200,000.00	\$	50,000.00	\$	600,000.00	\$	600,000.00	\$	600,000.00	\$	600,000.00
11. Cumulative Drawdown (If more than one page, enter total on last page only)											\$	0.00	\$	0.00	\$	50,000.00	\$	150,000.00	\$	350,000.00	\$	550,000.00	\$	600,000.00	\$	600,000.00	\$	600,000.00	\$	600,000.00	\$	600,000.00

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

Rating Factor 1: Capacity of the Applicant

1. Managerial, Technical, and Administrative Capability

a. Managerial and Technical Staff

The Organized Village of Kake (OVK) was chartered in 1947 as a federally recognized Tribe in accordance with and by authority of the Indian Reorganization Act of June 18, 1934. The governing body of OVK consists of a Tribal Council that is composed of seven (7) members. OVK is nearing its twenty-sixth year (1986-present) under current Executive Director Gary Williams, who, along with the tribal council, brought local program and service delivery to the community in 1987 with the Tribe's first P.L. 93-638 contract with the Bureau of Indian Affairs (BIA). In 1992, OVK negotiated its first Self-Governance Compact with the Dept. of Interior to assume responsibility of programs once administered for Kake by BIA and Central Council of Tlingit & Haida Indians of Alaska. Since then OVK has steadily grown in capacity with other Federal programs with BIA, Environmental Protection Agency, U.S. Forest Service, Dept. of Justice, and more recently National Park Service first Alaskan Tribal Historic Preservation Office.

The programs OVK administers are as follows:

- Higher Education
- Adult Vocational Training
- Direct Employment
- Social Services
- Indian Child Welfare Program
- General Assistance Program
- Tribal Operations Program
- Tribal Realty Program
- Tribal Trust Program
- IRR Program
- Tribal Historic Preservation Program
- IGAP
- Tribal Youth Program
- Domestic Violence Program
- Johnson O'Malley Program (Lingit/Culture Program)
- Tribal Archives
- Economic Development Program

OVK has strong management and accountability based on 24 years under the current/ongoing administration. This includes annual A-133 audits, fund accounting, and support from numerous grantors. OVK staff that assists Gary in the Administration Department has many years of grant and contract development, implementation, and completion of various projects through State, Federal, and private entities. Dawn Jackson (current position 1997-present) oversees multiple grants and contracts that can be multiple-year projects. Oversight includes mandatory narrative and financial reports submissions to the appropriate funding agencies and grantors, as well as

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

successful close-out of grants and contracts when necessary. Combined experience of Gary and Dawn gives 30+ years of experience in all aspects of grant and contract management. Grants and Contracts for 2010 - 2013 including: DOJ, EDA, USFS, EPA, BIA, IRR, NAHASDA, Self-Governance Programs (HE, DE, JPT, SS, GA, ED), Denali Commission, Rasmuson Foundation and the Alaska Native Justice Center.

As OVK will be the primary recipient; therefore, OVK has appointed Gary Williams, OVK Executive Director, as the designated administrator overseeing this entire project please see resume in (Sub-Attachment Rating Factor 1). Mr. Williams will assume the responsibility of ensuring THRHA, (Sub-recipient), is in compliance with all program requirements and will maintain all construction schedules.

Mr. Williams will not only oversee key staff responsible for day-day operational and program service management, but will also ensure fiscal responsibility of the facility.

Knowledge/Experience: For over 25 years, Mr. Williams has provided OVK with the leadership and facility management expertise required to oversee the development and management of the Kake Multi-Use Dock completed in fall of 2012, as well oversaw construction management projects similar to the Kake Community Senior Center. Mr. Williams demonstrable experience and proven ability to direct complex projects from concept to fully operational status, reduce organizational debt, develop profit generating programs and ensuring all requirements are met to successfully close-out grants awarded to OVK.

Mr. Williams' experience provides assurance of the ICDBG program success. Mr. Williams' background, education and wealth of diverse tribal and construction management experience demonstrates the wherewithal that is necessary to construct and operate the Community Senior Center Facility. Mr. Williams' accomplishment of maintaining operating expenses during the past six (6) years has provided OVK with the stability to begin construction and management of the new Community Senior Center. Mr. Williams' detail-directed problem solving abilities give surety to solution of any obstacles or unforeseen aspects of construction and operations of the project.

The annual operating budget for at least 5 years for OVK has been over \$1.5 million, and has maintained this budget. Deborah Oliva, OVK Account Specialist (2005-present), Barbara Rose, OVK Bookkeeper (1991-present), all have background in financial management of grants and contracts. Throughout Gary and Deborah's tenure, annual A-133 audits have been performed to meet necessary requirements for accountability of funds and delivery of project/program objectives. Mrs. Oliva has demonstrable experience in the following Federal Grant Finance Programs:

- ASAP
- Payment Management System
- Key Total Treasury for on-line transfers
- ACH payroll deposits
- Grant Revenue Monitoring

As the executive director and Account Specialist for a small governmental office, responsibilities and hands-on skills range from fiscal management to program/project delivery and virtually any

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

tasks one can think of in the operation of a successful local government. In short, this background provides an assurance of proper budget preparation, fiscal management of potential ICDBG funding and performance to meet project goals and objectives with the assistance of the Project Coordinator

In keeping with OVK’s philosophy of local services and administration for the tribal government, this grant proposal is being developed in-house by OVK staff. No one knows the needs of the Tribe and community better than the governing tribal council and tribal staff. The executive director who will oversee the project coordinator is in his twenty-third year with OVK and is committed to the needs of the Tribe and community.

OVK has an established record of successful service delivery to the tribe and overall community, plus long-term healthy relationships with Federal, State and private funding sources. Accountability is maintained through day-to-day interaction with individuals/families & other offices, public meetings, newsletters, mandatory narrative progress & quarterly financial reports to funding sources and the tribe's annual A-133 fiscal & compliance audits.

OVK's structure allows full public participation as it serves its governmental function. Elected tribal council members and tribal staff have a long history of working together; thus providing a team to serve the community. OVK has a history of fulfilling the requirements of contracts & grant agreements and most importantly, delivering onsite programs & services at the local tribal government office in Kake. The tribe provides these many programs & services, thereby covering needs of its citizens which include specialized areas - yet staff work together cooperatively and strives to avoid the bureaucratic barriers that can hinder larger offices - i.e. whenever programs can work together for the benefit of our community, we do so.

b. Sub-recipient Managerial, Technical, and Administrative Capability

The following individuals meet the criterion that is relevant to THRHA’s responsibility for grant administration as sub-recipient to OVK.

Position Title	ICDBG Responsibility	THRHA Staff
Controller	Grant Oversight/Accounting	Joyce Niven
Grant Coordinator	Administration & Reporting	Joanne Wiita
VP Planning & Construction Management	Project Manager	Craig Moore

Capability

- Joyce Niven Bachelor of Science in Business and Finance (20 years)
- Joanne Wiita Management in administration and operations (15 years)
- Craig Moore Construction management and General Contractor license (35 years)

Experience

- Joyce Niven Fiscal management of all THRHA accounting functions and successful management of over \$15 million in annual revenues. (THRHA 11 years)
- Joanne Wiita Successful management of THRHA projects, reporting, and compliance for multiple grant projects; NAHBG, ICDBG, DOE, USDA. (THRHA 5 years)

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

Craig Moore Construction of over 200 units and three community facilities. (THRHA 15 years)

ICDBG Subrecipient Responsibility and Successful, Relevant, and Recent Experience

Joyce Niven Fiscal reporting/compliance, 2008-2013 Yakutat and Saxman ICDBG projects.
Joanne Wiita Grant reporting and compliance 2008-2013 Yakutat and Saxman ICDBG projects.
Craig Moore Construction of HUD housing and ICDBG community facilities; 2008 Klawock community facility and 18 housing units; 2012 Saxman Senior Center 17 units and community facility; and 2013 Yakutat community facility and housing units.

The above demonstrates THRHA's successful experience that is relevant to Kake's ICDBG project; development, construction, and administration of ICDBG project funding. In 2012, THRHA closed out a successful ICDBG sub-recipient project in Saxman and currently THRHA is sub-recipient to the Yakutat Tlingit Tribe's ICDBG project in a similar capacity as proposed for Kake's ICDBG project. See attachment (1) Subrecipient Agreement, THRHA Capacity, and Organizational Chart.

c. Project Implementation Plan

The implementation schedule demonstrates capability based on our TDHE's experiences with recent construction projects in this region, especially the 17 unit Saxman Senior Center, completed in March 2014, and the Yakutat Senior Center scheduled for completion in September 2013. In 2008, THRHA successfully rehabbed the Klawock Senior Center that is very similar in scope and design to this newly proposed Kake community center project, with a new construction component as well as demolition and modernization work in an occupied facility. THRHA has the foundation and background on which to develop the schedule and specifications for this project, the Kake Senior Community Center / Facility. Consideration has also been given in both the capital budget and implementation schedule that Kake is a semi-remote site, with limited access to supplies, resources and barge service, and is a high-energy cost location with diesel-generated electricity and high fuel oil-costs.

This schedule is developed on the assumption that the ICDBG funds will be awarded no later than September 2013 with a fully executed grant agreement by January 2014. On that assumption, THRHA will complete the project by March 2016. The following timeline provides detail to the construction schedule according to HUD form 4125.

October – December 2013

Site Control: THRHA already has site control

A/E Schematic Design: Through a term RFP process, THRHA has already procured several qualified A/E firms to perform schematic design on THRHA projects. THRHA will be negotiating and selecting an A&E firm to visit Kake, meet with stakeholders, and perform schematic design by October 2013.

Environmental Review: An RFP for environmental review will be issued in October 2013. A site survey and topographic survey was completed in January 2013. The wetlands determination and soils testing shall be complete by October 2013. ACOE permit and agency approvals are

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

expected by January 2014. THRHA already has extensive knowledge with the geology, hydrology, and permitting factors in this area. As the site is already developed, no streams, and with less than ¼ acre impact to undisturbed soils, we anticipate a maximum 120 days timeline for obtaining Corps and agency approvals. THRHA will then advertise the combined FONSI and NOI-RROF for 15 days, and submit HUD 7015.15 RROF Certification on day 18. We anticipate having HUD 7015.16 Authority to Use Grant Funds within 15 days of our request. We therefore anticipate having HUD's Authority to use grant funds secured by mid-May 2014. Until that time, THRHA will not start any ground-disturbing activities. Once THRHA receives HUD's authority to use grant funds, THRHA will start clearing and grubbing activities and preliminary site prep. Clearing and grubbing and site prep are anticipated to be complete by June 2014.

Preliminary Coordination meetings: In October 2013, THRHA will hold the first of several coordination meetings with the selected A&E firm, the Organized Village of Kake, City of Kake, SE Senior Services, community elders, and the Alaska State Fire Marshal for preliminary design and permit review work. Coordination meetings for schematic design are anticipated to be completed by winter 2013, and upon receipt of both the ICDBG grant and ACOE permit, THRHA will proceed to final construction-ready documents.

In the fall of 2013, subject to award of funds, OVK will notify the Alaska Construction Academy and tribal partner organizations of our project schedule, so that training classes can be scheduled and recruitment can begin throughout the winter for low-income and unemployed workers who are seeking work on our project. THRHA is a partner in the Alaska Construction Academy and also works closely with tribal partners who provide job-training programs for tribal members, utilizing their NAHASDA Needs funds. THRHA's coordination and efforts by working with Alaska Native Tribal Governments is demonstrated in multiple projects with the Central Council of Tlingit and Haida Indian Tribes of Alaska (CCTHITA). The attached letter gives support of this project. OVK and THRHA will continue to partner with CCTHITA to utilize resources; recruitment, training, and employment coordination for low-income residents, see *Attachment (2)CCTHITA*.

January-July 2014

A/E Final Design: Final design and construction-ready documents are anticipated to be completed by March 2014.

Assuming award of ICDBG-13 grant funds, and receipt of HUD authority to use grant funds, THRHA will award the site work contract in May 2014. Upon award of site work, THRHA, as the Prime Contractor using force account, is fully committed to completing this project. Site work, including retaining walls and backfill at parking lot, is scheduled to be completed by late July 2014. Fuel tank will be relocated with this work. Start of concrete footings and foundation is scheduled for mid-July 2014.

Material orders will be prepared for construction materials. Material bids will be awarded in June 2014 to assure delivery on site by mid August 2014. Delivery of materials will be scheduled to minimize delays and meet our construction schedule.

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

Foundation construction is anticipated to start by mid July 2014. THRHA will complete all foundation work outside of the existing building before any demolition work starts in existing building.

After site work is completed, THRHA will be actively recruit qualified low income workers in Kake, through both the Alaska Construction Academy and the Organized Village of Kake. Notices will be posted with these organizations, as well as the Alaska Job Center, and preliminary job interviews will be conducted. Job interviews will be ongoing as required by the project schedule and ramp-up in work force. THRHA will maintain a job office at the project site, where applicants can drop by to fill out applications for employment. Interviews and hiring will be conducted by the on-site Project Superintendent. THRHA will try, to the greatest extent feasible, to meet Section 3 requirements, and to hire local unemployed or low income American Indians and Alaskans Natives. Subcontracts will include provisions for the same hiring practices, in addition to their core crew and according to HUD policy priorities.

August - December 2014

Rough framing of new additions is scheduled to start in August 2014. THRHA will schedule 3 months to frame and dry in the new addition portion of the common areas. THRHA will work crews overtime in summer months to frame and dry the building in as rapidly as possible. After the additions are framed, demolition will start on the existing building in the footprint for modernization. Large subcontracts, including mechanical and electrical, shall be bid and awarded by early late August 2014, to assure materials with long lead time can be on-site as soon as building is dried in and can be turned over to mechanical and electrical subs.

Framing of the new common area will proceed through November, with roof dried in by late November 2014. Temporary egress will be maintained at all times for ongoing facility operations.

Mechanical and electrical subcontractors will be scheduled to start rough-in work as soon as building is dried-in, by late November 2014. Rough-in mechanical and electrical work is scheduled to be complete by February 2015, to allow drywall work to start.

THRHA will complete roofing and siding work while subcontractors are working inside the building. Roofing and siding will start by late November 2014, with final building shell completed by March 2015.

January - March 2015

Insulation and drywall work shall commence by March 2015, with interior drywall texturing and painting completed by May 2015.

April/May 2015

Vinyl flooring shall start at mid May 2015. Interior doors and casework shall start immediately thereafter. Interior finishes shall be completed by August 2015.

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

June - December 2015

Mechanical and electrical finish work shall start as soon as painting is completed by late May 2015, and shall be completed by August 2015, as well as installation of appliances and accessories. Final commissioning and cleanup shall be completed by December 2015.

January - March 2016 – Project Completion

Exterior landscaping, concrete flatwork, and parking lot improvements will start in June 2015 and be completed by January 2016. Final punch work, inspections, and certificates of occupancy will be secured in February 2016. Occupancy is scheduled by March 2016.

This schedule is based on the assumption that ICDBG funds will be awarded by fall 2013.

Under the leadership of THRHA's experience, Project Management team and on-site Project Superintendents, THRHA has developed a solid reputation for scheduling work and supporting subcontractors in a smooth and harmonious fashion to keep the project moving forward and on schedule, in spite of the inevitable problems and situations that can occur on a project of this complexity and semi-remote site.

Attachment *HUD-4125 Project Implementation Schedule* identifies the specific tasks and timelines that sub-recipient, Tlingit-Haida Regional Housing Authority will undertake and maintain within budget and timeline. The construction and development of the Community Senior Center / Facility is well thought-out and demonstrated through the implementation plan attached. Immediately upon award of the ICDBG Program, coordination will begin. Work has already begun with preliminary concept drawings and community meetings. Building blueprints will be completed and engineer developments started upon award of funding. The site is approved for commercial use, local building codes will be confirmed for construction.

d. Financial Management

OVK has 25 years of successful OMB Circular A-133 Audits with no significant findings or questioned costs on all financial activity for Self-Governance Compact, grants and contracts. It is through this process that OVK modifies, when needed, the internal financial management policies and procedures to comply with all federal agency circulars, including HUD. Currently OVK operates fund accounting with the AccuFund Accounting Program that complies with all applicable regulatory requirements stated in 24 CFR part 85 and 24 CFR part 1003. As program(s) funding/grants and are renewed and/or awarded on an annual basis (or more depending upon source and project) specific accounting codes are created in AccuFund to track expenses and draw-down's (deposits) for project as it relates to the Project Budget awarded and entered into the system prior to implementation of the project. Project staff is given financial reports every quarter so that spending is tracked and on schedule per implantation table, according to budget approved by granting/contracting agency. Annual A-133 audits are performed every year, and along with day-to-day results visible in the community, OVK is capable to successfully spearheading community-based planning for community development as well as implement and administer this proposed HUD ICDBG grant that will enhance the construction that is needed for the growing need of space for senior citizens and much needed handicap accessibility in all areas of the Kake Senior Center.

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

The grant will be implemented and administered by sub-recipient, THRHA which has demonstrated successful management of over \$15 million in funds (IHBG, AHFC, USDA, DOE, Title VI, ROSS, ICDBG) during the most recent three years. OVK's Subrecipient will use THRHA's Procurement, Internal Control, Travel, and Inventory Financial Management Systems and Administration Policies for the implementation of the Kake ICDBG project that meets 24CFR Part 85 and 24CFR part 1008. THRHA utilizes Emphasys software for proper recordation of all transactions that provides cost detail on all projects down to individual units or product category level providing general management, oversight, and coordination (as described in 1003.206(a)). This system enables THRHA to keep a detailed accounting of all expenditures for the Kake ICDBG community facility construction project including salaries/benefits costs, travel costs, and other allowable costs for goods and services such as; materials, freight, labor, insurance, supplies, and utilities and in compliance with OMB Circular A-87 to ensure budget performance, and effective reporting to granting agencies. All requests for funds, including payroll are documented by payroll timecards or purchase requisitions and signed by the Project Manager THRHA Controller utilizes this system to give complete, accurate, and timely reports for the use in budget comparison, control and documentation (as described in 85.20(b)) and in the quarterly reporting on form SF-425 (as described in 85.41(b)) or whenever a performance update is needed by the Project Team. Additionally, THRHA maintains and retains financial documentation for ICDBG projects for at least three years past the date of close-out as required and submits an audit for funds as the sub-recipient.

THRHA conducts single annual audits performed by Newhouse & Vogler and has had no findings reported to the Federal Audit Clearinghouse for the most recent audit completed for fiscal year 2011. THRHA's 2012 audit will be completed by July 31, 2013.

e. Procurement and Contract Management

OVK's procurement policies and contract management comply with HUD requirements. Under OVK's current local onsite NAHASDA program, which is under the umbrella of it's TDHE, Tlingit & Haida Regional Housing Authority, OVK staff and administration comply with the HUD policies and procedures as laid out in 24 CFR Part 85 and 24 CFR Part 1003. OVK's current and most recent audit does not contain any serious or significant findings related to OVK procurement and contract management system.

OVK's TDHE and sub-recipient, THRHA, will be responsible for the implementation and administration of the Kake ICDBG project. THRHA has a Procurement Policy in place which will be applied to the procurement of all contract labor and materials secured for this project. The THRHA Board of Commissioners, by resolution has adopted this Policy for implementation of all THRHA projects. This Policy meets the requirements of 24CFR parts 85, 1003, and 1000, as required by HUD and outlines the process for both procurement of identified goods and services required by established thresholds of the purchases (small purchase \$0-\$100,000); Sealed Bids/invitation for Bids (IFB), when applicable over \$100,000; Competitive Proposals/Request for Proposals (RFP), when applicable over \$100,000; and Non Competitive (Sole Source) Proposals, as well as the methods used for purchase (request for price quotes, request for proposals, and invitation for bids) that controls the method of procurement (as designated in 24CFR part 85.35(d)).

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

THRHA's Procurement Policy is controlled by the provisions of 24CFR 85.35, procurement is in compliance with applicable federal standards and regulations along with any applicable state or local laws. In the event of any conflict in interpretation, HUD regulations prevail and apply to all contracts for the procurement of supplies, services, and construction. THRHA and OVK have an established Code of Conduct policy (OVK is attached and THRHA is on file with CCR). Specific procurement standards covered in the policies are (as designated by 24CFR 85.35(b)):

- Ethics in Contracting covering Code of Conduct and Conflicts of Interest governing the performance of employees engaged in the award and administration of contracts.
- Steps prior to procurement review process to avoid purchase of unnecessary or duplicative items with consideration for consolidating or breaking out procurements for a more economical purchase.
- Intergovernmental Agreements for procurement or for the use of common good and services that are feasible and reduces project costs.
- Before the awarding of any contract, ensure that the bidder has the sufficient technical, administrative, and financial capability to perform work of the size and type involved, as well as evidence of contractor integrity and compliance with public policy, record of past performance and will reject any bid or offer not satisfying this responsibility.
- Detailed records are maintained including rationale for the method of procurement, selection of contract types, contractor selection or rejection, and the basis for price.
- THRHA is solely responsible for the settlement of contractual and administrative issues arising from procurements.
- Use of time and material type contracts only after determination that no other contract is suitable, and if the contract includes a ceiling price, that the contractor exceeds this at its own risk.
- Procedures are included to handle and resolve disputes relating to procurements and shall disclose information regarding the protest to the awarding agency.

All procurement transactions, as outlined in THRHA and OVK policies are conducted in a manner providing full and open competition consistent with 24 CFR part 85.36(c) and affirmative steps are taken to ensure that minority firms, women's businesses, and small businesses are used when possible consistent with the standards of 24 CFR part 85.36(e). Policies also ensure that a cost analysis is performed consistent with 24 CFR 85.35(f) and that technical specification on proposed procurements and pre-award review procurement documents available to awarding agencies when requested. If applicable, Bonding requirements for this Project will be consistent with 24CFR 85.35(h). Contract Clauses within the policy includes any clauses that are required by federal statutes, executive orders, and implementing regulation, as provided in 24CFR 85.35(i), although work performed by THRHA and provided for in the Project scope will be force account, or administrative staff.

Rating Factor 2: Need/Extent of the Problem

1. Need and Viability

In recent years the two traditional economic mainstays of southeast Alaska, logging and fishing, have virtually collapsed. This breakdown has had a major impact on the economic and social

ORGANIZED VILLAGE OF KAKE PUBLIC FACILITY

health and welfare on many southeast communities. Kake is one community that has been struggling under the pressures of economic hard times, there isn't local funding available to address the needs of more than 60 seniors in our community.

According to Population and Housing data from the 2010 U.S. Census, the median household income in Kake was \$40,769. The estimated per capita income in Kake for the same year was \$24,413. And the 2010 unemployment rate for Kake was 19.61%.

The economic and social ills suffered by the tribal community of Kake are thoroughly and intricately woven together. The lack of an economic base has taken its toll on the social and cultural landscape of the community. The history of Kake runs deep within the cultural makeup of tribal members who call Kake their home. Our community elders are treasures to our community, our elders make our community viable, it is this appreciation and value that we have for our elders and history that tie our community to give us all a sense of place and self-worth, especially for our elders.

The senior community center/facility in Kake has been identified as a community need in several planning efforts. In 2009, concerns were raised by the onsite elder lunch program supervisor, Southeast Senior Services (SESS), Wanita James, to the OVK Council expressing the inadequate space for dining to accommodate the overwhelming demand for seniors that is increasing. Wanita expressed the inadequate cooking/kitchen area as well as food storage. In addition to a small space for Senior Citizen meals and cooking, the windows are old and not safe for emergency exits for handicapped elders.

There are senior citizens who chose to stay home due to lack of space to join other seniors at the current facility. In addition, elders have written their concerns, see attachment (9), extent of need letters. Over the past two years local seniors, SESS, and the medical clinic (SEARHC) staff have met individually with council members of OVK to discuss their idea of a space that would address the educational, vocational, recreational, cultural, mental, physical, and spiritual needs of the community as a whole. The interest has grown and the community has begun its efforts in earnest to address elder needs in a cooperative and systematic way.

The Organized Village of Kake has conducted resident surveys and assessments to quantify and determine the specific needs and desires of the community at large. Stakeholder interviews determined that the existing facility is not wholly complimentary. This result stimulated solution proposed as a Community Senior Center / Facility to address the specific need for space to host elder meals; a place for elders to recreate and do traditional activities; a commercial kitchen; a computer lab; conference area; classroom space; and multi-purpose space to work on and display art and artifacts, offer performances, and conduct elder meetings.

The Organized Village of Kake and the Tlingit-Haida Regional Housing Authority identified the Community Senior Center / Facility as a priority in the Kake Community Facility Plan. The plan calls for the Senior Center to include space for meal preparation, meal service, and a gathering space for arts and crafts activities and socializing.

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Situation ~ Existing Facility: Presently, the Southeast Senior Services (SESS) lunch program is made possible in very small room within the Kake Senior Low-rent apartment building. The space was intended as a temporary location for the elder lunch program until such time that an adequate facility is built. The existing facility has been in use for over 10 years. This room is limited for the elder congregate lunch program with the maximum space available for 12 seniors. The 12 x 15 square foot area includes a commercial refrigerator, small stove and sink. The appliance area is unrestricted and unacceptable for food preparation. There is not an ample area available for food prep work. The room additionally houses an office desk for the SESS staff, a bathroom, and two tables that are insufficient for the number of elders who would like to take advantage of the lunch program at the community facility, a total of 63 guests (the currently facility only accommodates 12 guests and if in wheelchairs only 10 guests). The attached images and details depict the unsatisfactory space utilized at this time, see Attachments (3) Needs and Scope of Work and (3) existing facility correspondence.

The existing facility does not allow access for disabled individuals and the winter conditions consistently create a safety issue at the uncovered entrance area. In conclusion, the existing facility is intolerable for multiple reasons; accommodation cannot serve elder minimum demand of 60 guests; disabled elders are not able to access; entry is unsafe during winter conditions; insufficient food preparation and storage space; restroom is not to the standard of a public facility; there is not adequate safe food storage space; office space is scarce and inclusive

Situation ~ Alternative Option: Kake is home to a number of community organizations in need of upgrades to their facilities or new construction to house their services. Given the constraint of alternate options for the senior lunch program a concentrated effort was undertaken to explore realistic choices during multiple meetings held during 2011. The extensive community study of the Kake Community Facility Plan demonstrates the need for development to address the lack of infrastructure according to the needs of the community. Interviewees (residents and businesses) were asked a series of questions regarding the level of priority for expanded facilities; whether it was realistic and advantageous for the various community organizations to combine efforts to develop one multi-use facility; which organization would own such a facility and which would be tenants; what facility needs their organization has; whether they are considering other options for relocating to a different facility; whether their organization has adequate resources to develop and help operate a joint facility; where it should be located; and whether other factors such as the increasing energy costs will affect their ability to partner in a multi-use facility. Various options of existing structures were proposed for the Senior Center Lunch Program, however, after analysis it was determined that existing community options were not feasible due to; renovation costs, location and ADA access and other factors including multi-purpose space as not wholly complementary. In conclusion, the existing structures as a potential option for the Senior facility is not available because space is occupied by other business organizations or the buildings that are in the community are condemned or too costly to renovate.

Problem: Presently the degradation of the SESS' mission "*to promote the health, independence and quality of life of seniors in Southeast Alaska.*" and the result of SESS' inability to uphold their standard of providing an inclusive congregate elder lunch program is due to the restriction of space availability in Kake.

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Problem: There is not anywhere near adequate space available to accommodate the more than 60 elders who wish to participate in the congregate lunch program.

Problem: There is only one location that is accessible for handicap elder public meetings. This facility is not suitable for use by elders.

Problem: Currently there isn't a place available for elder physical therapy / exercise.

Need for the Community Senior Center / Facility

Individuals are more likely to remain healthy when they can live in their own community, afford to stay in their own home and have a safe environment. While today's seniors are faring better in each of these domains than earlier generations of older Americans, there are still segments of the senior population lacking one or more of these components. There is a view that many older adults are faring better than other age groups, which contributes to a lack of attention to the plight of a significant number of vulnerable older adults who are living in poverty. The risk of poverty is far greater for those seniors living alone (19.2%, compared with 5.1% for married couples). The number of poor older women is twice the number of poor older men. Older minority women living alone are the most economically vulnerable. These older Americans in the lower income quintiles have little or no cushion to meet any emergency need, whether it be food, medicine, utilities, or home repairs.

Due to the nature of the historical hardship of the existing senior population of the Alaska Native, the senior population of Kake is disadvantaged for multiple reasons; retirement savings are limited or non-existent, social security is inadequate, minor corporate dividends and the annual Alaska Permanent Dividend are not adequate to substantiate the needs of the elder population. Senior employment options in Kake are not available as in other urban communities.

Options are slight for the majority of Kake seniors to live an independent life-style, age in place and create a quality of life for oneself, given their age, health conditions and financial situation. The result of this circumstance has inclination to lead to other problems. The *Elder Care Needs Assessment* conducted by Southeast Alaska Regional Health Consortium (April 2008) cite findings *Attachment (4) Elder Care Needs Assessment SEARHC 2008: 1) There is loneliness and isolation, and a need for informal social outlets; 2) Need for behavioral health and counseling due to depression; 3) Age segregation, breakdown of traditional community values, and other factors that contribute to elder feelings. 4) Elders are often frustrated as they try to figure out how to access needed services, and they feel overwhelmed. 5) Elders want to feel useful, valued, and respected. 6) Elders want to speak their own language, eat traditional foods, contribute to their families and communities, and have fun.*

From a study entitled the *Report on the Economic Well-Being of Alaska Seniors*, conducted by the *Alaska Mental Health Trust Authority*, seniors want more programs that encourage inter-generational activities, such as seniors tutoring kids, and kids showing seniors how to use computers. They feel such programs would encourage younger generations to interact with seniors and be aware of their needs. They also felt the Alaska Commission on Aging should create a public awareness campaign to "put a positive spin on aging," showing that older people are valuable, skilled participants in the community and encouraging the public to engage in

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activities with seniors. Seniors want their communities to exhibit more awareness of their needs, and to include them in more community activities. Native seniors need ways to stay involved with their culture.

Based on the size of the baby boomer population, as well as the historical trends in migration and longevity, the growth of the senior population in Alaska will be strong and continuous over the next 25 years. The number of seniors will likely increase by 2,000 to 3,000 individuals each year for the next 25 years. For the first half of the period, the number of seniors added to the population will be growing as the large baby boomer population begins to move into the senior category. After about 2020, the annual increase will begin to decline as more of the baby boomers move beyond age 75.

The senior population in Alaska is projected by the U.S. Bureau of the Census to be one of the fastest growing in the nation between 2000 and 2030. The senior population for the U.S. is projected to increase by 104%, but the increase in Alaska is projected to be 256%, faster than any state except Nevada.

Regional Patterns: The highest concentrations of seniors 65+ are in several of the communities in Southeast Alaska. According to the State of Alaska FY2006 - 2010 Consolidated Housing and Community Development Plan, Alaska's senior population has been growing at a more rapid rate than any other segment of the population. Between 1980 and 2000, the Alaska population aged 65 and over increase from 2.9% to 5.7% of the overall population. According to the Alaska Commission on Aging 2004 Fact Sheet, Alaska's population aged 65 and older is expected to triple in just two decades, and Alaska faces challenging economic circumstances: 1) Half of senior households live below HUD low-income levels for Alaska; 2) Seniors 85 and over are the poorest group, with approximately 40% living below HUD very-low income guidelines; 3) Alaska seniors are twice as likely as seniors nationally to receive public assistance.

Over the 1999-2004 period, extremely low income seniors experienced a large increase in the percentage of households paying more than 50% of their income for housing expenses. The elimination of the Longevity Bonus Program and increasing energy costs and property tax burdens have put the financial squeeze on Alaska's senior population.

The average income of Alaska seniors is higher by almost 20% than that of seniors in the U.S. without consideration of cost-of-living differences (the census does not take into account any variations in the cost of living in different parts of the country). The poverty rate in Alaska for the entire population is 3% lower than in the U.S. However, the proportion of older seniors (those over 75) living in poverty is higher in Alaska than in any other state except Utah. The same proportion of Alaska seniors as U.S. seniors own their own homes; however, more Alaska seniors have housing debt.

Although only 8% of senior-headed households statewide reported income less than \$10,000, the share was much higher in rural Alaska, and lower than the state average in parts of Southeast Alaska. The same pattern held for households reporting income less than \$20,000 and less than \$30,000.

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Approximately 16 percent of Alaskan seniors are Alaska Natives. While many live in extremely remote communities, unconnected by road to the state's urban centers, there has been an increasing trend for Native elders to migrate closer to more specialized health care, to obtain assisted living or nursing home care. While many move by choice, others may move to a hub community or urban area for medical or long-term care despite their desire to continue living in their home villages. Urban health care and service providers may lack an understanding of Native culture. As members of a collective culture which assigns a deeply meaningful role to its elders, Alaska Native elders do not "retire" or disengage from society; they retain an important role, acting as transmitters of valued cultural knowledge. Native elders can cease to feel a sense of connection and meaning when they are away from their families, communities and tribes. These elders often speak indirectly in metaphors or stories, as English may not be their first language. Access to traditional Native foods is essential for elders' health and well-being. Finally, the long-term effects of mass traumas such as Native children's forced removal from their homes and communities to distant boarding schools, the destruction of Native languages, spiritual practices, and cultural traditions, the influence of white commercial culture, and the influenza and tuberculosis epidemics of the early 20th century are all traumas still affecting living Natives today.

In the past, Native elders were cared for at home by members of their extended families. Today, with longer life spans, smaller families, and more geographic dispersion of family members, many elders do not have a traditional support system which would help them to remain living in their villages. Supported community infrastructure, services and elder independent living facilities are needed in the rural hub communities that serve a network of Native villages.

According to the Alaska Mental Health Trust Authority, which supports Housing Trust legislation to provide affordable housing to Alaska's homeless population, 11 percent (or about 400) of the homeless in Alaska are seniors. ***Communities must begin now to build their infrastructure to prepare for the rapid increase in senior population they will witness during the next three decades.*** Now is the time to begin to invest in or create incentives for elder facilities, senior centers of all kinds, transportation systems, and even a return to basic winter maintenance of sidewalks, parking lots, and steps.

The community of Kake has begun to identify long-term care needs and strategize to plan and prioritize the necessary capital investments, funding mechanisms, workforce development goals, and other critical components of an integrated long-term care system. The Community Senior Center/Facility as proposed for the ICDBG Program will begin the construction and operation for development of Kake's long-term strategy within the existing Senior Apartments by adding a community facility to this building through ICDBG funding.

Locally: There is no federally assisted, public, state, aging in place or independent/ assisted living facilities in Kake for the elderly. Several Kake Elders have already moved away from their home community, when elders have no other option they must seek care and living in another community far away from family or out of State. Studies have shown that this greatly reduces the quality and quantity of their life.

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Based on our elder responses and existing participation of the SESS lunch program, we forecast that Southeast Senior Services will serve a minimum of 50 to 60 low-to-moderate income elders daily at the Community Senior Center during a twelve month operating program. With known statistics indicating an increasing Kake elder population, recipients of the program will swell in coming years.

Tribal members of the 60 and older age group, is projected to increase 10% per year through 2018. During 2014 the number of elders will increase by 17%. In 2013, the 55 and over age group accounts for 22% of the total Tribal membership in Kake. *Attachment (5) Tribal Enrollment.*

2. Project Benefit

The long-term benefits as follows demonstrate the value of seniors living in their own community with elder amenities and programs that provides positive outcomes for the overall community long into the future of our existence. The immediate economic effectiveness of the Kake Senior Center is demonstrated by OVK's construction development goals as follows:

THRHA will preserve and create jobs and promote economic impact;

- THRHA will directly employ between 5 employees through this project, most who have not had recent work due to the distressed economy in the region.
- Many specific trade subcontractors will be hired, who will provide an additional estimated 5 jobs to underemployed and unemployed qualified workers.
- Other service providers, from supply stores to trucking companies will provide jobs, and the economic ripple effect from this project will benefit up to an additional 5 workers and provide economic benefit to the region.

The construction project will assist the economy with the following outcomes;

- 5- 10 underemployed and unemployed THRHA workers and qualified trained workers will receive jobs that have been lacking during recent years.
- Wages of 5 employed workers will help stimulate the economy of Kake including the surrounding area economies.
- adult workers 18 years of age or older who have completed the Construction Academy training will be eligible for jobs created through ICDBG funding.

OVK with their TDHE will invest in infrastructure that will provide long-term economic benefits;

- Residents of Kake will have the ability to age in place and continue spending their discretionary funds within the community of choice creating an economic benefit from Seniors for the community of Kake.
- The cost of the senior community facility is economical in a building allowing for efficiencies and housing expansion.
- long-term benefits will be realized by trained employees of the State Training Employment Program (STEP) that will be eligible for future work by multiple employers in the construction industry.

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a. Public Facility

The service area for this project is the community of Kake. The beneficiaries are all residents of Kake. Alaska Area ONAP indicates that 53% of Kake residents are with Low or Moderate Incomes, see *attachment (6) ONAP Table and 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	Kake	Kake ANVSA, AK	715	378	53%

According to the records of the Organized Village of Kake (OVK) Realty Trust Office, the 2009 population of Kake is 457. OVK therefore designed and conducted its own survey of all households in Kake during the spring of 2009, with technical assistance from Prof. Michael Hibbard of the University of Oregon and Robert Adkins, a community development consultant.

The survey found that at least 91.3% of households and 85.9% of persons benefiting from this project are low or moderate income (LMI). The required supporting documentation can be found in attachment (7) explanation of the methods used to collect data, (8) demographic data statement including listing of incomes by household and sample copy of completed survey form. The survey is true and correct to the best of our knowledge.

The need for an elder facility dictates that the Community Senior Center/Facility will be utilized primarily by Seniors who are low-moderate income. This facility assures that at least 85% to 100% of ICDBG program funds will benefit low-and moderate income Seniors. The use will be designated for local elders and residents of the facility who qualify as low-moderate income.

Viability

The primary objective of the Community Senior Center / Facility is to anticipate and address the existing and continuing needs of our community. It is important to us that we cultivate Kake as a viable Alaska Native village that advances acceptable living conditions and instills an environment with uppermost opportunities and vitality for elders and youth, while immediately addressing the needs to benefit present-day low and moderate income elders.

The Community Senior Center / Facility is necessary and feasible through ICDBG Program funds and the location designated within the existing Kake Senior Apartments is ideal and the most cost effective method to provide the services that the facility will offer upon completion. The construction design is conservative to afford certainty to financially succeed in all aspects; cost of construction, cost of management, cost of operations, cost of maintenance and services.

The Community Senior Center / Facility is significant to the essence of Kake. Our community depends on our elders to teach the Tlingit way-of-life, our traditions, stories and our songs that are crucial to our Tlingit existence. Our elders are treasured members of our society and our culture that places a central role on elders to perpetuate our Tlingit way-of-life. The sense of connection and meaning to life since time immemorial is obtained from elders' knowledge and

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teachings of our Tlingit ways and values. It is central to our traditions whereby elders add value to our lives giving a sense of place and building confidence to lead a product life and existence. It is fundamental for our community to provide a place for seniors that will address the educational, vocational, recreational, cultural, mental, physical, and spiritual needs of our treasured elders that will also benefit our community as a whole.

The value that our Tlingit elder knowledge bearers impart to our youth and community members transforms into economic value. Knowledge and language acquired, presentation skills, proficiency of the Tlingit manner of public speaking and aptitude of Tlingit gathering/food preparation techniques are all a small portion of the overall value that translates directly to benefit a trade necessary for Tlingit youth to participate in the local tourism industry. Throughout this narrative documentation (rating factors 3 and 5) evidence demonstrates the need for elder knowledge and teachings to benefit community vitality, the Community Senior Center/Facility will provide the means for elder participation to address the crucial need for youth education that will ultimately benefit the economy and well-being of Kake.

The development of the Community Senior Center/Facility is intended to center on conservation in all aspects of design for efficiency to cost effectively operate the facility and to construct with minimal expenditure. The size of the facility is limited to an efficient 4,268 square feet design that is a basic square structure that does not have unnecessary costly features, this will result in cost savings and improved sustainability.

See attachment for letters expressing the need for the Community Senior Center *Attachment (9) Extent of Need Letters.*

Rating Factor 3: Soundness of Approach

Kake is a semi-remote high-energy cost community in Southeast Alaska see attachment (10) map. The costs for new construction in a remote community is high, therefore the ideal approach for cost savings and efficiency is to expand the existing Kake Senior Low Rent Apartments to add a newly constructed community center that can take advantage of existing infrastructure; utilities, water, sewer, and power, see attachment (11) site location and site control by THRHA.

Shipping costs increase the overall expense for the project. Alaska Marine Lines provides weekly barge service from Seattle. The City of Kake charges a wharfage fee for all goods coming across their dock. The Alaska Marine Highway ferry system provides ferry service into Kake about once a week. Shipping costs are high.

There are no Ready-Mix concrete batch plants in Kake. Typically, concrete has to be shipped in by barge in dry bag quantities, and mixed on site. Sometimes a Ready Mix concrete truck will be shipped to Kake, and the dry ingredients mixed on site in the concrete truck. There is a rock pit in Kake, providing a source of shot rock for fill. But there is no crusher on site in Kake to crush rock for gravel, so all sand, gravel and D-1 needs to be shipped in by barge from other communities, then offloaded and trucked to the construction site. This adds to the cost of site work. There are some sitework contractors in Kake with heavy equipment, such as excavators and dump trucks.

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There is no asphalt plant in Kake. There is no large lumber supply store in Kake, although a small grocery store sells a limited supply of building materials. Costs are high if materials are purchased locally.

Electrical costs are high in Kake, because all electricity is diesel generated. Electric costs are over 65 cents/KWH, without power cost equalization. Fuel oil costs are high in Kake. Fuel over \$6.00 gallon at the dock. Delivery service adds to the cost.

Given the high cost of operating in Kake, cost saving features are key to the feasibility and success of this project. The construction will incorporate an existing building rather than building new. This saves cost and time, eliminating land acquisition costs, expensive environmental review and mitigation needs, expensive site development costs including road construction, sewer and water infrastructure, and electrical. Also, a new facility on a different site would not be adjacent to the senior housing, causing higher operation costs for getting seniors to the facility.

1. Description of and Rationale for Proposed Project

The ICDBG Program project will entail construction development at the existing Kake Senior Low-Income Apartment building. The Community Senior Center / Facility will be conveniently located near the town center with a water front scenic view. The property is located near within and near senior housing for ease of accessibility.

The project is cost effective due to the existing building infrastructure that will require less cost as a community facility construction project to an existing building. Further, the design is conservative providing maximum efficiency within 4,268 square feet of space to provide for all elder services. The project is viable with a cost effective strategy. This strategy plans for the anticipated growth and needs of the swelling elder population of Kake.

The building design is well thought out and provides features that benefit the existing needs of low-moderate income elders as indentified in multiple meetings conducted during the past two years. The design incorporates a modern commercial kitchen that also deals with expected future needs and will potentially provide the means to prepare a minimum of 90 meals per day (breakfast, lunch, dinner). Other design features include:

Access: the loading and unloading zone offers an extended roof as cover to protect from the Southeast Alaska weather and add safety and comfort for elders

Exercise Room: a designated area is included for elder fitness, physical therapy and group exercise.

Public Restrooms: each restroom incorporates ADA features that are imperative for existing elder needs and will accommodate elder patrons with physical disabilities.

Dining Hall: Ability to seat more than 60 guests and will have the ability to provide daily meal service; breakfast, lunch and dinner for tenants if the need should occur in the future.

Elder Lounge: surveys indicated elders desire an area for smaller traditional group socialization to include activities; beading, teaching stories, songs and history.

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- Office:** Southeast Senior Services staff will occupy the exclusive office space as tenant to address their need for recordkeeping and maintenance of program services.
- Storage:** Due to the remote nature of rural Alaska, it is necessary to maintain a storage facility to reduce costs through bulk purchases and maintain efficiency of food services.
- Functionality:** the design of the commercial kitchen is tailored to service food preparation areas, dishwashing facility, wait-station, dish storage design, and center moveable island for traditional food processing.
- Covered Deck:** surveys indicate some elders have limited mobility, a covered deck has been included to allow elders to socialize and enjoy the outdoors with easy access, comfort, and protected from weather conditions.
- Entrance:** The entrance will accommodate tenant units with strategic access to the common area that is comfortable, safe and discreet for elder tenant entrance.
- Acoustics:** the building design provides for the optimum functionality as it relates to the hearing impaired. The acoustics are an important factor for design features to ensure elderly individuals with hearing impairments do not endure excess background noise and that public speaking and events allow the optimum level of elder comfort to consume the presentation or socialization aspect that is made possible through the building design.
- Aesthetic Value:** The Center incorporates a view of the water and mountains, this feature was expressed as a desire by many elders in multiple meetings.
- Energy efficiency:** Research on alternative energy resources will be done to reduce operating costs significantly by reducing imported foreign oil consumption for space heat. THRHA will install a a pellet boiler system. This will efficiently allow money to recirculate in the community instead of enriching oil companies.

A tactical approach has been taken to maintain a cost savings focus in all facets of planning and design. Operations and maintenance considerations of the building are a focal point in the design features to realize long-term savings. The design will incorporate features to prevent extensive maintenance and labor with covered walk-ways to eliminate snow removal upkeep. A pellet boiler system will reduce expense and local welfare to work program will provide some of the labor for the boiler system. Additional savings are realized with the strategic site location of the project suitable for easy, less costly access to water, sewer, power and site development versus new construction in a remote area that requires installation of utilities.

We plan to heat the center with a wood pellet burning system that is energy efficient and reliant on a completely renewable and plentiful resource. Tribal partner, SEALASKA is working with OVK and THRHA to install a pellet boiler system that can work with an existing heating system (boiler system will be installed as a backup). THRHA has received \$500,000 award of funding from the State of Alaska CIP for Pellet Wood Boiler system technology to provide the necessary supply line distribution that will support the system that will be installed at the Kake senior center community facility. THRHA will construct the facility building shell as highly energy efficient to capitalize on retaining the heat of the facility.

The Organized Village of Kake will work hand-in-hand with THRHA who has a reputation for constructing some of the most advanced buildings that are appropriate for the unique weather conditions of Southeast. Sub-recipient, THRHA, will incorporate construction methods to reduce costs through; advance cold climate construction techniques that will minimize the use of

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artificial wood products in construction; use pressure equalized rain screen insulated structure technique that results in improved thermal performance and moisture protection that will reduce costs yet provide durability; non-powered passive stack ventilation or heat recovery ventilation.

The Community Senior Center/Facility will bring multiple benefits to the overall community. THRHA will be responsible for all operations, management and maintenance of the Center. Through the leadership of the Organized Village of Kake the elder services, inter-generational activities and education will stimulate youth development, knowledge and abilities. Through the care of elders and giving way with their teachings, youth will achieve skills and competence to grow the Kake economy.

This project will also increase economic opportunities for tribal members engaged in cultural based tourism. The Tribe is currently in the process of preparing to launch into adventure based tourism through the creation of the Kake Heritage Foundation. The Tribe plans to employ a number of Cultural Interpreters as guides during adventure trips. The ability for Cultural Interpreters to impart our Tlingit ways and pronounce place names is necessary, as this will enhance the authenticity of the visitor experience. Providing the means and place for elders to flourish will enable future generations to capitalize on the well-being of their elder teachers. Without the existing elders and their knowledge, teaching and values, future generations do not have the means to impart the Tlingit value in the form of the existing visitor presentations. There is potential job growth and expansion of visitor programs through competent interpreters/guides. Elders will provide the growth of this economy by remaining physically and emotionally healthy and having a designated place for teaching students.

2. Budget and Cost Estimates

The design of the Community Senior Center/Facility is aimed toward conservation in all facets of construction in order to provide an efficient structure that is cost effective to operate as well as construct with minimal expenditures. The size is limited to 4,268 sf and is a basic square plan within the existing Kake Senior low-rent apartment building, this will result in cost savings and sustainability see *Attachments(12) Cost Estimate*. THRHA Vice President of Planning and Construction Management, Craig Moore, prepared the construction cost estimate for the community facility. Craig possesses the qualifications to establish cost estimates for the project based on experience in constructing and successfully completing facilities on time and within budget in remote areas of southeast; Klawock Senior Center, Saxman Senior Center, and Yakutat Community Facility. Cost estimates for these facilities were prepared by Craig Moore and proved to be more accurate than outside consultant cost estimates. This is due to Craig's ability to budget based on recent and current construction activities in the region and up-to-date pricing of shipping, labor, and contractor costs. Craig is qualified as a construction general contractor and has been employed in the construction industry for over 35 years with the most recent 15 years with THRHA. Craig serves on the Board of Directors of the Alaska Building Science Network and is on the SE Regional Advisory Committee for the Cold Climate Housing Research Center. The expertise, knowledge, and skill that Craig Moore has in developing cost estimates that are reasonable as proposed for the Kake community facility can be trusted as credible. Further, the cost of labor estimates includes local hire whenever feasible based on training and qualifications that are available for local hire. Craig Moore believes in training and local hire. Craig recently received the 2013 Alaska Construction Academies Employer of Excellence

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Award. The Construction Academy recognized THRHA and Craig Moore for dedication and commitment towards developing a skilled and successful workforce.

Re-cycling waste. Wood products will be used for wood space heater during winter months during construction. Excess drywall products will be utilized for on-site backfill in landscape area.

Pre-Cast concrete blocks for retaining wall. There is no Ready Mix Concrete plant in Kake, making cast-in-place concrete retaining walls prohibitively expensive. This project requires some retaining walls between the existing building and the parking lot, in order to raise parking lots grades to provide better accessibility to the building. And to expand parking. THRHA will utilize pre-cast concrete blocks and geogrid fabric to construct the retaining walls. The pre-cast concrete blocks will be barged in from Juneau. Local shot rock will be used for fill material, and local site-work contractors will be employed to haul the rock and construct the retaining walls. This method is expected to save over \$120,000 over the cost of cast-in-place retaining walls.

Concrete foundation and sidewalks: Due to the high cost of cast-in-place concrete, THRHA will use cast in place concrete to a minimum. Footings will need to be cast in place, but foundation stem walls will use all-weather wood construction to the greatest extent feasible. Precast concrete pavers will be shipped in and installed over drain-gravel beds for exterior walkways. Parking areas will get sealcoat in place of asphalt concrete. This is anticipated to save over \$75,000 compared to cast-in-place stem walls.

Other cost saving items include; 1) Truss roof construction will be used to facilitate construction and dry-in speed. 2) Force account construction, no for-profit overhead costs. 3) Local hire. No housing or per diem costs for locals and this benefits the local economy among many other benefits to the community.

THRHA will utilize the outside insulation technique. This allows interior mechanical and electrical work to continue while insulators work on the exterior. Dry's the building shell in quicker, provides warmer shell while electrical and mechanical work is underway in winter months, and allows interior finishes to start sooner. This also provides high energy efficiency for long term operational savings.

The Heat Recovering Ventilation System that will be used will provide greater energy efficiency than the conventional HVAC system.

High R-value insulation that will be installed in the ceiling and floor will greatly improve efficiency to reduce operational costs, this is accomplished by using blown-in cellulose. The building will have R-60 in the ceiling with raised heel energy trusses, R-38 in floors, and R-30 walls. THRHA will use their own cellulose blowing machines and local weatherization crews to insulate the building.

The new mechanical room in the basement will have adequate space for a new high-efficiency oil boiler that will supplement the alternate heating systems including a wood pellet boiler system. Heating will utilize hydronic distribution system. Under floor radiant heating for

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common areas. To save on operating costs, THRHA will install a supplemental wood pellet boiler. There has been extensive research and planning for pellet system use throughout southeast Alaska; Southeast Integrated Resource Plan recommends a high focus on wood biomass.

Alternatively THRHA will also look at option of air-to water heat pump (Daiken Altherma) with solar HW panel options for domestic hot-water production.

The Organized Village of Kake has worked with THRHA over the past couple years to ensure that this project can have ancillary benefits in the way of employment for local residents through training. THRHA and OVK will work together with the construction academy based in Juneau and with UAS to establish construction training for anticipated workers that will be needed for this project as follows:

Site Work: 2 truck drivers, 2 equipment operators, 3 laborers	7 total
Foundations: 3 carpenters, 3 laborers	6 total
Framing: 5 carpenters, 4 laborers	9 total
Electrical : 2 electricians, 1 apprentice	3 total
Insulators:	3 total
Drywall: 3 drywallers, 2 laborers	5 total
Paint and texture: 2 painters	2 total
Floor finishes: 3 floor finishers	3 total
Interior trim, doors, cabinets: 2 carpenters, 1 laborer	3 total
Roofing: 3 roofers, 2 laborers	5 total
Siding: 3 carpenters, 1 laborer	4 total
Landscaping: 1 equipment operator, 3 laborers	4 total
Clean-up and Punch: 2 carpenters, 2 laborers, 2 cleaners	6 total
Mechanical: 1 plumbers, 1 apprentice, 1 heating mechanic, 1 HVAC/insulator	4 total
<hr/>	
64 total job positions	

3. HUD Policy Priorities

Upon award of ICDBG program grant funds, sub-recipient, Tlingit-Haida Regional Housing Authority will collaborate with OVK to indentify skilled Tribal member laborers from the Kake community who qualify as employees for the construction project. The Organized Village of Kake will further identify low and very low income Tribal members who will participate in training provided by the Tribe to qualify individuals for employment in the project.

The Organized Village of Kake is devoted to ensuring that opportunities are most definitely provided to Low and very low-income individuals and therefore one of the main reasons that Tlingit-Haida Regional Housing Authority is selected for project construction. Tlingit-Haida Regional Housing Authority not only is in compliance with Section 3 regulations but also demonstrates outreach and programs for low and very low-income individuals.

THRHA is a past recipient of construction training funds from the State of Alaska STEP program, DOL training program, Tribal DOE Construction Training Program, and the DOE

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Weatherization Training Program. THRHA has the experience and expertise that will assist OVK to increase access to job training through coordination with various agencies. THRHA will assist OVK with construction training to be made available for low-income residents of Kake by working with UAS, DOL, and the Juneau Construction Academy. Upon completion of training, trainees will be eligible for hire with support from partner organizations; CCTHITA, SERCC, THRHA, and OVK to obtain and retain employment. The University of Alaska "Intro to Carpentry" course will be delivered in partnership with Alaska's Educational Resource Center (SERRC). Construction contractor, THRHA, has a working partnership with SERRC and the Juneau Construction Academy to recruit and hire trained construction workers. The Juneau Construction Academy (SERRC) has a training partnership with the University of Alaska Southeast to deliver training courses to southeast Alaskans. All three partners have worked together over the years to provide southeast Alaska contractors and THRHA with trained construction workers. THRHA has a strong working partnership with Alaska Works Partnership who will assist OVK to provide the safety training component. Trainees will receive carpentry training and safety training to include CPR/First Aid, OSHA, Forklift and Scaffolding Safety Training.

Energy-efficiency. The Kake senior community facility will install Energy Star appliances. The facility will incorporate many energy efficient design features into the public facility. Upon completion the infrastructure will reach 5 Star and 5 Star Plus certifications. Lighting will incorporate efficient florescent lighting rather than incandescent lighting.

The design professional on this project will be a LEED certified design professional and will work closely with our project team to incorporate green-building concepts into the project. Craig Moore with THRHA is the project manager and is a recognized leader in energy efficient and sustainable building practices in Alaska. He is a registered Home Energy Rater. He sits on the Board of Directors of the Alaska Building Science Network, a non-profit organization of building professionals committed to educating the building industry on energy efficient, sustainable, and green-built design.

Although the NAHB Green Building program has not yet been certified in southeast Alaska, OVK and THRHA shall utilize the criteria of the NAHB program in design and construction of the community facility as proposed for ICDBG funding.

OVK and THRHA will utilize energy conservation and green development practices on this project. This includes smart site selection, design and building orientation to take advantage of existing terrain and vegetation conditions, and to maximize solar gain. The site was selected for its close access to existing facilities, and best use of the land practices to include solar resource. The public facility will be designed to utilize existing materials and locally-produced fill to the greatest extent feasible, to try to balance cut, waste and fill materials to the project boundaries, to reduce transport costs and impacts on local landfills.

Water conservation will be mostly a matter of low flow water heads and low-volume water closets. Southeast Alaska has extreme level of annual rainfall, so rainwater is not scarce, rather must be carefully controlled to avoid downstream damage. OVK and THRHA shall incorporate good storm-water control practices and design on this project, to minimize negative impacts

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downstream. This is a routine design requirement in all Corps of Engineers permits and Storm Water Pollution Prevention Plans (SWPPS) as required by the EPA.

The overall building will be constructed utilizing Advanced Cold Climate Construction techniques. OVK and THRHA will incorporate many energy efficient design features into this building to reach 5 Star and 5 Star Plus certifications upon completion.

The building is will be designed to meet or exceed the State of Alaska's Building Energy Efficiency Standard (BEES) and the International Energy Conservation Code (IECC). Residential will be constructed to a minimum 5-Star Energy Rating standard, as certified by an independent AHFC-certified Energy Rater. The building will be constructed utilizing Advanced Cold Climate Construction techniques. Insulation levels will exceed the minimum BEES standards, with minimum R-21 in walls and R-50 in ceilings. Good indoor air quality will be provided with energy efficient low-zone continuous duty exhaust fans installed in the facility. Windows will incorporate Low-E Argon filled glazing with NFRC U-values of .33 or better.

The building shell will utilize advanced techniques and materials to assure long-term durability. Southeast Alaska is subject to high winds and rainfall from Pacific storms, so we will utilize rain-screen siding and advanced flashing techniques for construction.

Domestic hot water will be provided by high efficiency hot-water makers, powered off the boilers and located in conditioned space near laundry facility and major-use appliances for maximum point-of-use efficiency. Heating systems will be sized and designed after careful heat load analysis is conducted on proposed -from- plans building design, to assure the heating systems are properly sized for maximum efficiency.

The roof will be framed with "energy trusses" with 16" raised heels at exterior wall plates, to allow full ceiling insulation to cover the entire top wall plate to minimize heat loss at this critical junction, and provide airflow space for attic ventilation. Roof overhangs are 24" to protect walls from rain, and attic ventilation is provided with continuous eave and ridge ventilation strips. A minimum 4" airflow space is provided under roof sheathing at eaves, to allow for good attic ventilation. The net effect is a well performing roof and attic with no excessive moisture buildup, minimal heat loss, and no ice damming at eaves.

Final landscaping will be provided utilizing natural vegetation to the greatest extent feasible, to minimize maintenance and water usage, and to prevent soil erosion.

Universal design and visitability. It is necessary for our senior community facility to have an accessible place for very low, to low-moderate income beneficiaries and disabled individuals. This will be accomplished by providing a community facility that incorporates HUD accessibility standards in the design of the new construction for the senior community center and common areas associated with the facility.

The design features of the structure include ADA access to all entrances and common areas. The main entrance has a covered porte cochere to shelter individuals from inclement weather when entering and exiting the building. Interior and exterior public doorways are designed to be 3 feet wide, and no less than at least 2 feet, 10 inches wide, allowing a minimum of 32 inches of clear

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pathway. All will meet or exceed the Fair Housing Accessibility Standards. The newly constructed facility is designed to be a model facility for disabled functionality and accessibility.

The design features of the Community Senior Center/Facility include ADA access at all exterior entrances with no steps and all entrances are accessible by a covered walkway/sidewalk for ease of wheelchair mobility. All interior and exterior public doorways are designed to be at least 2 feet, 10 inches wide, allowing 32 inches of clear pathway. The development includes independent living units that will incorporate a portion of the units as fully ADA compliant. The community facility is designed to be a model facility for disabled functionality and accessibility.

4. Commitment to Sustain Activities

The Organized Village of Kake and the CEDS committee are extremely sensitive and aware of the importance of sustainability to all projects and commitments that are undertaken in the community of Kake.

a. Public Facility Project

The Organized Village of Kake's TDHE, THRHA, will assume all operational and maintenance responsibilities for the Community Senior Center/Facility upon completion. We intend to commit NAHASDA funds for the construction of this project as the facility will benefit our Tribal members. THRHA adopted the Operations and Maintenance plan and commits to providing the necessary funds for all responsibilities of management and operations according to the Operations & Maintenance plan. THRHA will partner with Southeast Senior Services for community center senior programming, see *Attachment (13) Commitment to Sustain Activities*.

THRHA's operating budget outlines the necessary reserves that address maintenance, repairs, security, insurance, and replacement reserves. Included in the attached is a cost breakdown for annual expenses, see *Attachment (14) O&M budget and (15) Maintenance Plan*. Highlights for budget line items include:

Annual Operating Expenses - The annual costs for operating the entire Senior Center including the community facility and the 12 senior apartments (apartments are not associated with ICDBG funding) is estimated to be \$120,855 per year. This amount is based on actual costs per square foot for a similar building at current fuel prices. Costs also include general maintenance costs, janitorial labor and supplies, insurance, utilities, security, and a repair and replacement reserve. Expectantly, heat costs will be significantly reduced by the use of the pellet boiler system, it is too early to predict the extent of actual savings.

Maintenance and Repairs - Routine maintenance will occur annually to ensure all mechanical systems are operating at full capacity. The cost of maintenance is included in the O&M plan and budget. The cost of \$3,861 is dedicated in part to the entire complex which includes the community center facility.

Insurance - Alaska National Insurance liability and fire insurance is \$7,427 per year.

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Security –security cameras are included in the construction budget, the equipment will be serviced by L&J Alarm System, the fee is \$120 for the maintenance contract.

Repair and replacement reserves - A total of \$3,600 will be contributed to a reserve account to cover the repair and replacement costs of all equipment located within the senior center facility. This amount is based on specific equipment replacement costs prorated by the number of years of useful life. For example, the average number of years furniture lasts is 10 years, therefore, in order to replace \$10,000 in furniture in ten years time, we will set aside 1,000.00 per year for ten years.

Funding and cost saving measures to sustain overall building operations (entire complex): The facility will pay for itself with the revenue streams that are in place.

Rental Income is based on expected tenant/lease rental from Catholic Community Services (CCS) for public facility and commercial kitchen.

CAS funding is based on subsidy of \$7,000 per unit per year = \$84,000

Utility costs are based on installing a pellet boiler system and installing individual electric meters in each rental dwelling. This will allow each rental unit for receive LIHEAP and Citgo funds to help with their heating expense. CCS will also pay their own electricity for their office space and facility use for the lunch program.

THRHA will install security cameras from L&J Alarm System and have them professionally maintained. Building maintenance will be reduced from an average of \$5,500 per year to approximately \$3,861 saving and estimated \$135 per month.

Building Repairs will be reduced from an average of \$62,700 to an average of \$43,680 per year which reflects the new building addition for the Senior Community Center and two new apartments and updating appliances where needed in the apartments.

Property Insurance increases a minimal amount. While the overall square foot has increased with the addition, the updated security measures will reflect a lower square foot cost.

Reserves will remain at the same rate \$300/unit for \$3,600 per year.

Non-Dwelling Rental is the rental income for the common area. In addition to THRHA's fiscal management and facility responsibilities, Southeast Senior Services will provide the daily elder meal program and provide rental income. CCS/SESS will provide the site manager, cook, driver and the Care Coordinator who will provide complete, holistic assessments and link seniors with necessary services. Southeast Senior Services is committed to expanding their program and services to accommodate the increased elder demand at the Kake Community Senior Center / Facility. *(See Rating Factor 5 and Attachment (13) SESS Commitment Letter).*

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Rating Factor 4: Leveraging Resources

The ICDBG program has received full support from THRHA by accepting to construct the community facility within the existing Elderly Apartment Building that THRHA owns and operates. This is the best suited location and facility within Kake for a senior community facility. THRHA will own and operate the facility and bear all operating expenses for the facility.

Resources as match to the maximum request of ICDBG Program development funds equates to over 25% based on written commitments. This shows the overwhelming dedication for the construction of the Senior Community Facility.

Project Development total Construction Cost and Administration \$3,031,620.

Leveraging Resource includes NAHASDA funding amount of \$2,281,620 and IRR Funds \$100,000. The confirmed commitments are exhibited in the following attachments:

- (16) OVK IRR Funds Committed \$100,000
- (17) THRHA NAHASDA \$2,281,620 and USDA RUS funds \$50,000

OVK is committed to monitoring ICDBG funding for this project, see *Attachment (18) Organized Village of Kake*. In addition, SEARHC staff will utilize the Senior Center as a central point for delivering information and educational resources to senior citizens. Staff will work with outside agencies to offer educational workshops for elders and their families as well as provide referrals for services such as Medicaid Waiver services, Tribal Adult Care programs, Adult Public Assistance, Medicare, Energy Assistance, Housing Improvement programs, and other programs as the need arises or as opportunities become available, see *Attachment (19) SEARHC*.

Rating Factor 5: Comprehensiveness and Coordination

1. Coordination

The mission of the Organized Village of Kake is to promote the welfare of tribal members and descendents through the development and operation of social, economic and cultural enterprises, and to preserve and maintain Native cultural traditions and our subsistence lifestyle by working together in our community on the following goals:

1. Enhance the quality of life of tribal members through economic enterprises and social programs.
2. Preserve and sustain cultural traditions.
3. Advocate for the protection and preservation of customary and traditional areas and gathering practices important to our subsistence activities.
4. Advocate for the protection of other cultural, archeological and historical sites for the benefit of the tribe.

The Organized Village of Kake consistently strives to operate in an inclusive manner to maintain a harmonious sense of place for the overall Kake community and Tribal members. The Tribe

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philosophy of balance in all aspects of tribal operations, community affairs and as a way-of-life has been an advantage to the community visioning and planning for the operations of the Community Senior Center/Facility.

The Tribe takes the position that the Tlingit heritage and economic opportunity go hand in hand. Respecting and caring for our elders is our ancient way-of-life, we believe that by perpetuating our Tlingit way-of-life directly relates to our ability to achieve self-sufficiency among our people and ultimately, economic stability within our community. This is apparent by the Community Vision Statement, which states:

The collaborative effort in determining the extent of need and the planning for the Community Senior Center/Facility has been a process that has endured over the past few years as demonstrated in the ICDBG Narrative rating factors here-in this application (*reference to Rating Factor 2*). The investment of time is deliberate to ensure all community stakeholders, community businesses, organizations and Tribal members have provided input to the planning, decisions, location, design and costs of the Center.

Through a thorough approach, the staff of all Organized Village of Kake's departments, SEARHC, CCTHITA, and the Kake Heritage Foundation have worked together with the overall community and organizations over the past two years to realize common goals and objectives that will address the educational, cultural, mental, physical, and spiritual needs of our elders and community. The success of strategically envisioning, planning and working together in a holistic fashion has made it possible to prepare for the sound development and fiscally responsible operation of the Kake Community Senior Center/Facility.

This coordinated effort is expressed by the Tribe's inter-departmental support and the Tribal programs that have been integrated into plans for the operations and services of the Center upon completion. The following mentions a few of the Tribal departments/programs and other organizations that have participated in the planning and that will provide support and/or services as an overall asset to achieving the Center's goals and objectives.

The Organized Village of Kake, in partnership with Kake School District, SEARHC, and private local artists will provide wellness, prevention, and cultural activities. The types of activities offered will include beading, painting, regalia making, quilting/sewing circles, community gardening, computer lessons and games such as cribbage.

Additionally, Southeast Senior Services (SESS) and SEARHC are committed to providing services at the new senior center facility. The enclosed SESS letter of commitment cites the continuation of their program that will provide nutritional and transportation programs to our Elders, as well as working with Tribe staff to identify unmet needs and implement new programs to meet those needs, see *Attachments Commitment Letters (20) SEARHC and (21) SESS*.

Organized Village of Kake Lingit Language & Culture Program meets weekly with elders year round to record speakers and teach the Lingit Language to the community of Kake. Several elders help develop the weekly lesson plans that will be delivered the following week. Currently, many elders are not able to participate in this program due to unavailable classroom

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space in our community. With the senior center space all elders will have ADA access. The OVK Lingit Language & Culture Program will collaborate with the Senior Services to offer several artistic classes per month and ultimately enrich the lives of our elders.

Kake City School District – KCSD is in support of ICDBG funds for construction of the community facility that will be utilized for student education by elders imparting cultural knowledge and history. The existing student elder program will be expanded to provide students with more opportunities for learning from elders. KCSD will partner with SESS, OVK, and THRHA to provide both elders and students an opportunity to interact to enhance learning and positive outcomes by both parties, see *Attachment (22) KCSD*.

Alaska Native Brotherhood (ANB)- the ANB is in full support of this project and is committed to assisting with the plans and development of this new senior center facility in all aspects that are able of the organization that is founded by our ancestors for the betterment of our people and future generations, see *Attachment(23) ANB*.

Central Council of Tlingit and Haida Indian Tribes of Alaska (CCTHITA) – CCTHITA is in support of the Community Senior Center Facility new construction that will provide needed space for lunch service up 60 senior guests and include recreational and health capabilities for Kake seniors, see *Attachment (2) Central Council*.

Southeast Senior Services (SESS) – We have an established firm working relationship with SESS. Our partnership with SESS will continue to thrive as we serve Kake low-income elders at the new and improved Community Senior Center / Facility. The *State of Alaska comprehensive plan through 2011* recognizes the increase in aging seniors, this plan addresses this issue and will continue to provide the funding that is necessary for the Southeast Senior Services programs to continue successfully. Nutrition, Transportation and Support Services (NTS) are funded through the Older Americans Act (OAA) under Title III and are provided to seniors in a variety of settings and through varied delivery methods across the state. These services contribute to seniors' health, safety, welfare, and ability to remain independent as long as possible. NTS services often become the point of entry for seniors who may need access to other services in the continuum of long-term care. The Division of Senior and Disabilities Services (DSDS) solicits for grant proposals every three years, and awards grants to non-profit organizations, tribal governments, school districts, and local governments. NTS Services are available to seniors age 60 and older.

In accordance with the OAA, NTS services are to target seniors whose health and welfare is at highest risk Grant recipients target their outreach toward seniors who are frail, over 80, disabled, minority, and low-income. Special emphasis is also given to seniors in rural areas, in response to geographic and economic impacts associated with rural living.

NTS grant funds are distributed statewide based on the State Plan Funding Formula. Services funded by the Nutrition, Transportation and Support Services grant program include: congregate meals; nutrition education and counseling; health education and services; assisted (escorted) and unassisted transportation, homemaker; outreach and information and assistance; health promotion and disease prevention, statewide legal and media services, and supportive

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community services such as Senior Companion, Retired Senior Volunteers, and Foster Grandparent/Elder Mentor Programs. Among the available senior services, the most-used was the senior center congregate meal program, which was also the service with which seniors were most satisfied.

The mission of SESS is to “promote the health, independence and quality of life of seniors in Southeast Alaska.” The provision of case management, like care coordination, fits very easily into this mission. Both the case manager and the care coordinator help clients access those community resources which make independent living possible. Since 1986, through the Care Coordination Program, SESS has assisted Southeast Alaska seniors in living healthy, independent lives in their own homes for as long as possible.

Similar to the mission of SESS, the goal of AHFC’s case management program is to enable residents to enjoy a high quality of life and to improve their self-sufficiency by helping them to obtain services they need and want, avoid unnecessary or premature institutionalization, and gain knowledge on healthy lifestyles. The role of the case manager is that of facilitator rather than fixer and as a resource rather than a rescuer. Generally, case managers do not provide direct services, do not serve as activities directors, and avoid duplicating existing community-based services. The case manager serves as an advocate for the residents, not only within the housing community, but also ideally with the entire community.

For over twenty years, SESS and AHFC have been partners in promoting “aging in place”-- creating an environment that encourages a person to remain in his or her home and/or community for as long as safely possible. Both governmental and private entities in Juneau and the State of Alaska have done an admirable job of creating a system of senior services that allows this theory to become reality. Home and community-based senior service programs offer a vast array of assistance for the independent, active person (congregate meals, transportation, a variety of activities, etc.) as well as for the person whose health is or has deteriorated to the point of needing help with activities of daily living (bathing, transfers, toileting, etc.).

SESS is unique in the array of services it offers to meet the needs of the older population. SESS programs create, as much as the system will allow, a seamless continuum of care for our population. The Senior Centers serve the more independent clients with congregate lunches and activities, while the Bridge Adult Day Program in Juneau currently provides the frailer and cognitively impaired elderly with a safe and appropriately stimulating environment. In between those two extremes are the transportation services through Care-A-Van that serve both the highly mobile as well as those who depend on wheelchairs. The mental health counselor assists those who find themselves suffering from such maladies as depression, isolation, and anxiety. All of these SESS programs, along with care coordination and case management, exist to walk in step with the client, whether they remain independent and active or find themselves limited by mobility, cognitive, or any health problems.

Another unique aspect of SESS is its approach to serving seniors; it has a policy of never refusing service to any senior based on their inability to pay or their ineligibility for the Medicaid Waiver Program. This is due in part to a grant from the Alaska Division of Senior and Disabilities Services that is used to subsidize clients for whom the program receives no payment

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for services. No other senior service agency in Southeast operates care coordination services under such a policy.

2. Outputs, Outcomes, and/or Goals

Year 1 Overview

Goal: Utilize the project to expand economic opportunities for very-low to low income tribal members and enhance community sustainability. Expand economic opportunities through the project development and strengthen community living environment by improving physical conditions and quality of life.

Output: local planning, recruitment, and training will take place during the first year of the grant period in order that unemployed and underemployed residents can be trained for the construction that is planned for the following season. Training will be provided to a minimum of five individuals and measured by attendance records and jobs by payroll records.

Outcome: Community viability enhanced through local sense of place and pride by constructing the building by use of local resources.

Priorities: 1) create training and jobs for low-income tribal members. Five jobs will be created during the first and second year of the grant period.

Year 2 Overview

Goal: mitigate senior community facility conditions that threaten elders' health and access for persons with disabilities and ultimately improve senior community facility opportunities for the elderly and ensure equal opportunity in senior community facility.

Output: One 4,268 square foot community public facility that is energy efficient, safe and accessible will be constructed to serve up to 60 low-income residents. \$3,031,620 will be invested for this facility in the community of Kake. Project final inspection and grant close-out is measurement and client service records will measure use.

Outcome: Local employment generated and local businesses benefit by the project including one local Native owned business. An increased quality of life for construction laborer jobs and higher income will occur. The elderly services provided within the completed project for low-moderate income beneficiaries will enhance ability to age in place with quality of life.

- **Priorities:** 1) provide adequate space and accessible features for elderly and disabled 2) build to energy star standards that provides green, healthy living 3) support a minimum of one Native Alaskan business or minority 4) increase income resulting from employment generated by this project 5) increase quality of life due to services provided by the public facility 5) increase economic self-sufficiency of program beneficiaries.

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Year 3 Overview

By year three, the ICDBG program grant funds will be exhausted upon completion of the building construction and furnishing. Year three will launch the program services of the newly constructed facility that is not part of the ICDBG program funding.

Goal: Strategically manage human capital to increase employee satisfaction, improve performance and beneficiary satisfaction.

Goal: Embrace high standards of ethics, management and accountability in operations of the facility and sustain all services and operations.

Goal: encourage and promote participation of faith-based and other community organizations in the services and programs offered at the facility. Continued services and partnership with Catholic Community Services/Southeast Senior Services and working with other faith-based organizations.

Output: Elder services provided to (60) low-to-very low and moderate income, elders of Kake to address educational, recreational, cultural, mental, physical, and spiritual needs that benefit the community as a whole.

Outcome: Youth education resulting in economic gain, increased quality of life for elders and overall community, increased sense of place and ability for elders to age in place.

Priorities: Supply a facility that has adequate space for Catholic Community Services / Southeast Senior Services to present the lunch program to all elders desiring this needed service in Kake. A place for additional elder services and programs offered by SESS. Full and equal access provided to grassroots faith based and other community organizations to make available elder programs and services to benefit the community as a whole.

At Completion of Construction / Operational Activities

1. **Service/activity/Output (Programming)**
SESS, SEARHC, OVK & THRHA will provide Facility Programming and will continue to provide and advocate elder services and lunch program

Output / Goal (Measure)

Increase lunch program by 100% based on 2012 services.

Outcome (Impact)

Provide lunch daily for minimum of 90% of the elder population.

Pre/post (measure)

SESS lunch program records.

2. **Service/activity/Output (Programming)**

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Provide preventive measures through physical therapy and exercise program.
(Coordinator).

Output / Goal (Measure)

Decrease the number of 911 calls, less frequent clinic visits

Outcome (Impact)

Improved emotional and physical health for improved quality of life.

Pre/post (measure)

Kake public safety report, clinic statistical data.

3. **Service/activity/Output** (Programming)

Elder cultural activities teaching and learning. Evening Community Education Classes, cultural and academic health programs.

Output / Goal (Measure)

Sign-in sheets, Youth learning, family focused, pre/post survey assessment / evaluation. Dietician training records for wellness training.

Outcomes (Impact)

- Intergenerational knowledge of the Tlingit way-of-life, perpetuating Tlingit ways for future generations. Customs, values and traditions carried to future generations; reduce youth risk behavior and improve knowledge for economic impact and community vitality.
- Improving our Nations' communities – transference of knowledge to improve economy and the lives of future generations. 3 guides /interpreters, economic impact; beneficial to language program, interns tourism / heritage program.
- Activities that promote self-sufficiency, educational programs relating to drug and crime prevention, Participation and traditional planning of organized youth sports activities, job opportunity and job training for youth and residents of affordable housing.
- Space for behavioral health (healing center); pain management – counseling, biofeedback, physical therapy / massage therapist / volunteer system, education classes / workshops; arthritis, diabetes, dementia / training space adult care.
- Other facility uses; a) traditional food preservation and preparation, b) cultural education classes; language programs and youth learning. c) families of elders education d) meeting space for low-income homebuyer information and classes.

In conclusion, our goal for the senior community center / facility will be achieved and we will assist and empower senior citizens to remain vital contributors to our community. We honor our elders as being the most precious wisdom keepers of our Native society and often look to them to guide us in meeting our biggest challenges. Our mission is to work cooperatively within and across our own departments, outside agencies and local organizations, in order to positively impact the lives of our elders. We believe that this can be accomplished by treating our elders

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with the dignity and respect they deserve while providing support services they need to live as independently able as well as increase their opportunities for physical activity and socialization.

We are cognizant of findings made in the Elder Care Needs Assessment published in April 2008 by the South East Alaska Regional Health Consortium (SEARHC). Based on the study, we are preparing for all phases of the long-term needs of elders. We also realize that undiagnosed and untreated depression in the elderly is highly likely. Through SEARHC research, we realize that many elders “feel invisible and ignored, even at social events” but long to “feel valued and respected, to speak their language, eat traditional foods and have fun.” As a result, many elders suffer from depression, a condition not uncommon among this age group.

We believe that the senior center will provide a safe, healthy place for our elders and will improve the physical and emotional lives of seniors through increased opportunities for socializing, sharing meals, telling stories, preparing subsistence foods, and participating in cultural activities. This is a meaningful step toward helping our elders who will feel useful and valued, in turn their physical and emotional self-confidence will improve with ability to age in place, this will benefit the entire community.

###

TLINGIT-HAIDA REGIONAL HOUSING AUTHORITY SUBRECIPIENT AGREEMENT

This Subrecipient Agreement (hereinafter "Agreement") is entered into by the Organized Village of Kake (hereinafter "TRIBE") from the Village of Kake, Alaska 99830 and Tlingit and Haida Regional Housing Authority (hereinafter THRHA) of 5446 Jenkins Drive, Juneau, Alaska 99803, a housing authority herein referred to as the Sub-recipient.

1. **Purpose:** The purpose of the Indian Community Development Grant (ICDBG) funding grant number _____ is for public Community Facility at the Kake Senior Center, which will provide a senior community facility to serve low to very-low income elder residents of Kake, Alaska. The Organized Village of Kake desires to sub-grant the ICDBG funds to the Subrecipient and engage the Subrecipient to develop the public facility for the community of Kake. The Housing and Urban Development (HUD) requires the Organized Village of Kake to enter into a Subrecipient Agreement with the Subrecipient specifying the terms and conditions of ICDBG with certain responsibilities to the Subrecipient. This Agreement is to designate THRHA as the Subrecipient of the TRIBE's Indian Community Development Block Grant (ICDBG) funding grant number _____ to be used for planning, acquisition, administration and development of public facility improvements at the Kake Senior Center for the Elders of Kake. The Senior Center will be designed to improve the quality of life of the Elders by providing them a place where they can gather to prepare and serve meals, exercise, socialize with their peers and practice their traditional activities.

2. **Funding Approval/Agreement**

The Subrecipient agrees to assume and perform all Funding Approval/Agreement requirements in the same manner expected of the Organized Village of Kake as set forth by the Department of Housing and Urban Development (HUD) (Form HUD-52734-A) which states: The Funding Approval / Agreement between the Department of Housing and Urban Development (HUD) and the above named Recipient is made pursuant to the authority of Section 106(a)(1) of Title I of the Housing and Community Development Act of 1974, as amended, (42 U.S.C. 5301 et seq). The Recipient's submissions for Title I assistance, the HUD regulations at 24 CFR Part 1003 (as now in effect and as may be amended from time to time), and this Funding Agreement, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the

funding assistance specified here available to the Recipient upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in the HUD grant agreement provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Recipient agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Recipient further acknowledges its responsibility for adherence to the Agreement by subrecipient entities to which it makes funding assistance hereunder available.

3. **Amount of Grant and Method of Disbursement:** The funds or property being designated and the schedule and manner of the disbursements are described as follows:
- a. **ICDBG Project Budget:** All of the ICDBG grant # _____ funds that are awarded by HUD for the Kake Community Facility Senior Center Project will be used for costs including construction. THRHA and the Tribe shall agree on all approved charges related to the planning and implementation of the ICDBG grant. THRHA will make best efforts to develop the Project in accordance with the parties' mutually agreed-upon pre-approved budget. THRHA shall incorporate cost control measures such as deductive alternates and other contracting requirements to provide flexibility in completing an affordable project and completion within budget.
 - b. **Grant Management:** THRHA shall utilize the allowable administration costs per the HUD funding award for the administration of grant number _____ on behalf of OVS.
 - c. **Pre-construction Costs:** THRHA in association with the NAHASDA funding for the overall Kake Senior Center is responsible for all preconstruction costs that are not covered by the ICDBG funds, including, but not limited to, costs associated with: feasibility studies, architectural fees, engineering fees, recording fees and environmental reviews. Allowable expenses include Administration 24 CFR Part 1003.206, Planning 24 CFR Part 1003.205 and Engineering and Design 24 CFR Part 58.34.

- d. **Site Control:** THRHA shall document legal control over the Kake Senior Center. The document shall demonstrate that the site is suitable for the project, is available and will continue to be available throughout the useful life of the Kake Senior Center.
 - e. **Disbursement of Funds:** ICDBG funds will be drawn down through the HUD LOCCS System by THRHA and directly deposited into THRHA's account. THRHA shall draw funds out of the Kake Senior Center Account for expenses incurred by THRHA for services rendered in conformance with the terms of this Agreement. Reimbursement requests for services rendered shall include a detailed description of expenditures, and supporting documents for cost items as requested by HUD and the TRIBE. THRHA will spend the ICDBG funds in a timely manner. The ICDBG funds shall not be transferred or allocated for any other purpose than those specified in this Agreement.
4. **Statement of Work:** THRHA will coordinate with the TRIBE to plan, acquire and administer funding for the development of the ICDBG Public Community Facility to the Kake Senior Center. Coordination will include periodic HUD reports copied and approved by OVS and upon OVS request of progress, THRHA will report on the following scope of work.
- a. **Program administration:** THRHA will provide tribal officials and citizens with information about the ICDBG program; prepare program budgets and schedules, and amendments thereto; will develop systems for assuring compliance with program requirements; will develop interagency Agreements and Agreements with Subrecipients and contractors to carry out program activities; monitoring program activities for progress and compliance with program requirements; prepare reports and other documents related to the program for submission to HUD; will coordinate the resolution of audit and monitor findings; evaluate program results against stated objectives; and will manage or supervise persons whose primary responsibilities with regard to the program to include any one or all of the above.
 - b. **Construction and Management of the Project:** THRHA is utilizing NAHASDA, AHFC and other funds secured for the overall Kake Senior Center in addition to the ICDBG funding. THRHA will serve as the construction manager for the project and use force account labor. The ICDBG Community Facility at the Senior Center will be constructed in accordance with the mutually adopted ICDBG plan. Upon completion

of the project, the THRHA is responsible for all operating expenses and program compliance for the Community Facility at the Kake Senior Center.

- c. **Schedule for Completing the Project:** THRHA will provide OVK with a schedule of work specifying work to be done, dates of completion and sources of funds. The schedule must be approved by both parties prior to the beginning of work or the release of funds. Proposed changes or amendments to the ICDBG schedule will be submitted to the TRIBE for review. All such revisions shall become a part of this Agreement and subject to the same standards and requirements that are stipulated herein. THRHA shall commence work on the project as it determines prudent and reasonable, after the schedule has been approved by both parties, adequate funds have been secured by THRHA and this Agreement has been executed by both parties. The anticipated duration of the project is three (3) years from the date of the signing of this Agreement. THRHA will have fulfilled its obligations under this Agreement when HUD provides notification of final project closeout.

5. **Records and Reports:** THRHA shall keep full and detailed accounts and exercise such control as may be necessary for proper financial management under this contract. THRHA shall provide the TRIBE and HUD with regular progress reports, according to the grant reporting requirements that include accounting and project information. All documents generated in relation to this grant, including all accounting and payment records shall be held by and retained by THRHA for at least 3 years after project closeout, or until any claims under the Project have been resolved, whichever is longer. The TRIBE shall have access to all such records on reasonable notice.

6. **Monitoring:** The TRIBE has the responsibility and the right, upon reasonable request, to inspect the ICDBG project and associated activities or uses of ICDBG project funds to ensure that: the ICDBG funds are used in accordance with all program requirements; THRHA is in compliance with the terms of this Agreement; proper procurement methods are being applied; and, to identify and take appropriate action when performance problems arise. THRHA and OVK shall cooperate and do what is possible to assist requests for monitoring of the project by the TRIBE, HUD, the Comptroller General of the United States, the Government Accountability Office, and any other authorized federal agencies or their duly authorized representatives. Such monitoring may include access to any books, documents, papers and

records which are directly pertinent to the execution of this Agreement and activities for the purpose of making audit, examination, excerpts and transactions.

7. **Program Income:** The TRIBE and THRHA agree to comply with the Program Income Requirements of 24 CFR 85.25 as modified by 24 CFR 1003.503. Program Income requirements shall be applicable during the grant period, the time between the effective date of the grant Agreement and the close out of the grant.

8. **Uniform Administrative Requirements:** The TRIBE and THRHA shall comply with the applicable administrative requirements and standards of OMB Circular No. A-87, "Principles for Determining Costs Applicable to Grants and Contracts with State, Local and Federally Recognized Indian Tribal Governments", OMB Circular A-128, "Audits of State and Local Governments", and with the following sections of 24 CFR Part 85 as referenced in Title 24 section 1003.501 that may be pertinent to activities carried out pursuant to this Agreement. The administrative requirements include: Definitions, Exceptions, Special Grant or Sub-grant Conditions for High Risk Grantees, Standards for Financial Management Systems, Payment, Allowable Costs, Program Income, Non-federal Audits, Equipment, Supplies, Copyrights, Debarment and Suspension, Procurement, Sub-grants, §103 and § 107 Contract Work and Safety Standards, Bonding, Monitoring and Reporting Program Performance, Financial Reporting, Retention and Access Requirements for Records, Enforcement, Termination for Convenience, Later Disallowances and Adjustments and Collections of Amounts Due.

9. **Other Program Requirements:** The TRIBE and THRHA shall carry out each activity in compliance with all Federal, State and Local laws and regulations.
 - a. **Non-Discrimination:** THRHA shall comply with Native Preference in employment and contracting in accordance with THRHA policy. The TRIBE and THRHA shall not discriminate on the basis of age, sex, religion or against an otherwise qualified disabled individual.

 - b. **Relocation and Real Property Acquisition:** If applicable, the TRIBE and THRHA agree to comply with the Real Property Acquisition Requirements of 49 CFR part 24 including, minimizing displacement; temporary relocation; relocation assistance; optional relocation assistance; real property acquisition requirements; Appeals;

Responsibilities of the grantee; definition of displaced person and definition of initiation of negotiations.

- c. **Indian Preference Requirements:** The TRIBE and THRHA shall comply with the requirements contained in Section 7(b) of the Indian Self Determination and Education Assistance Act (25 U.S.C. 450e) and in accordance with THRHA policy when applying its Procurement policies. Section 7 (b) requires that to the greatest extent feasible, preference and opportunities for training and employment shall be given to Indians and preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned economic enterprises.
 - d. **Environmental Review:** THRHA on behalf of the TRIBE shall comply with ICDBG Environmental Review Procedures of 24 CFR part 58 and submit certification of the completed environmental review for the project to HUD. THRHA shall also be responsible for compliance with flood insurance, coastal barrier resource and airport clear zone requirements under 24 CFR 58.6.
 - e. **Lead Based Paint:** The Requirements of the Lead Based Paint Poisoning Prevention Act at 42 U.S.C. 4821-4846, the Residential Lead Based Paint Hazard Reduction Act of 1992 at 42 U.S.C. 4851-4856 and implementing regulations Part 35, subparts A, B, J, K and R of this Title apply to activities conducted under this program.
 - f. **Suspension and Termination:** In accordance with 24 CFR 85.44 the grant award may be terminated upon written notification from the TRIBE or THRHA to HUD stating the reasons for termination and the effective date of such termination. However, if such termination is initiated by the TRIBE, THRHA shall be reimbursed for proper documented expenses reasonably incurred in performing this sub-recipient Agreement prior to termination, including reasonable close-out costs as agreed by the parties. If termination is by THRHA, reimbursement shall be determined equitably by Agreement between THRHA and the TRIBE, in accordance with agency requirements, if any.
10. **Site Access:** THRHA has site control and is the owner entity of the Kake Community Facility Project at the Kake Senior Center. THRHA and/or employees and/or subcontractors of THRHA have continuous access to the premises upon which the work is to be performed during the construction period.

11. **Arbitration/Dispute Resolution:** The parties agree to submit any dispute, controversy or claim, arising out of, relating to or in connection with this Agreement to final and binding arbitration. The parties shall appoint a mutually agreed upon single Arbitrator to preside over any and all disputes arising from said Agreement. If the parties cannot mutually agree on an arbitrator, the American Arbitration Association shall select an arbitrator who will preside over the dispute. Any and all costs incurred as a result of the matter being referred to arbitration shall be equally borne by said parties to this Agreement. The parties may be represented by counsel or another authorized representative and each party shall bear its own legal fees and expenses. The arbitration proceeding shall be subject to the jurisdiction of the State of Alaska. The arbitrator's decision shall be final and legally binding and judgment may be entered thereon. However, the arbitrator shall not have the right to award punitive damages to either party.
12. **Reversion of Assets:** Upon the expiration of this Agreement, THRHA shall transfer to the TRIBE and/or HUD any unobligated ICDBG funds on hand at the time of expiration and any accounts receivable attributable to the ICDBG funds.
13. **Indemnification:** The TRIBE indemnifies and holds harmless THRHA against any losses, damages, claims, expenses, demands, suits, liabilities and causes of action arising out of or related to either this Agreement or any use by THRHA or any other party of these sub-granted funds or property. THRHA indemnifies and holds harmless the TRIBE against any losses, damages, claims, expenses, demands, suits, liabilities and causes of action arising out of or related to either this Agreement or any use by the TRIBE or any other party of these sub-granted funds or property. Insurance: THRHA shall purchase and maintain insurance that will protect them from claims under workers compensation acts and other employee benefit acts, and from claims from damages that may arise out of or result from THRHA's operation during construction, billable to the ICDBG grant. Upon project completion, THRHA shall be relieved from any further construction insurance requirements.
14. **Severability:** If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of the Agreement shall remain in full force and effect.

15. **Entire Agreement:** This Agreement constitutes the entire Agreement between the parties and supersedes all prior oral or written Agreements between the parties hereto with respect to the subject matter hereof. Neither this Agreement nor any provision hereof may be changed, waived, discharged or terminated orally, except by a statement in writing signed by both parties.

16. **Applicable Laws and Jurisdiction:** This Agreement and any dispute, or issue of construction related to the ICDBG funding or interpretation arising hereunder whether relating to its execution, its validity, and the obligations provided therein or performance shall be governed by the laws of the State of Alaska without regard to choice of law considerations.



Ricardo Worl
CEO/President
Tlingit-Haida Regional Housing Authority
(Organized Village of Kake, TDHE)

3-14-13
Date



Gary Williams
Executive Director
Organized Village of Kake

03/14/2013
Date

SUBRECIPIENT THRHA Grant Administration / Fiscal Management

Rating Factor 1: Capacity of the Applicant

Since 1973, the Tlingit-Haida Regional Housing Authority (THRHA) has worked to meet the affordable housing needs of individuals and families within Southeast Alaska. In that time THRHA has provided over 1,000 homes for low-income families, the elderly and other qualified applicants in thirteen communities located throughout southeast Alaska.

THRHA performs a critical role by working closely with twelve Tribal partner communities across southeast Alaska to address the necessity for affordable housing in the region, secure funding and meet the needs by providing housing solutions that are desirable and affordable in rural communities. The various THRHA housing programs are possible through a full spectrum of funding ranging from federal and state subsidized programs, public grants, foundation grant funds to private contributions.

Rental housing administered by THRHA include; Low Rent with Elderly Preference, Senior Independent Living, Low Income Senior community facility Tax Credit (LIHTC), Transitional Senior community facility, and Family Rentals. THRHA also administers several other programs including; Home Ownership Assistance Program (HOAP) , New Mutual Help Senior community facility, Rural Loans, NAHASDA down-payment assistance program and home repair program, Weatherization and Home Energy Efficiency Program, Low Income Home Energy Assistance Program (LIHEAP), and Student Senior community facility Voucher Program.

The Tribe and THRHA will accomplish Grant accounting and reporting cooperatively. The organizational skills and resources that are necessary to implement the ICDBG grant as proposed for the Kake Senior Community Center are demonstrated through Tlingit-Haida Regional Housing Authority's (THRHA) successful past performance; managerial, technical, administrative and fiscal management expertise.

THRHA has the ability to administer ICDBG funds with a proven record of accomplishment of complying with ICDBG Federal accounting and reporting requirements. THRHA is currently an ICDBG sub recipient for another Tribe and manages two ICDBG grants. THRHA and our Tribal staff will ensure that the project progresses successfully according to the implementation schedule and allocated ICDBG funding.

THRHA's current grant administration demonstrates relevance to this ICDBG project-funding request and is important given THRHA's construction expertise and THRHA's successful grant management. The following list of grants administered by THRHA are proceeding and in compliance with grant funders. THRHA's performance is demonstrated through THRHA's ability to successfully adhere to Federal and State grant requirements and perform to expectations as sub recipient to Tribal partners on many current grants.

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PROJECT	Funding	Source	Amount	Close
Saxman Senior Center	17 housing units	ARRA	4,000,000	2012
Saxman Senior Center	Organized Village of Saxman	ICDBG	594,276	2012
Saxman Senior Center	LMI Housing	AHFC	971,711	2012
Yakutat Senior Center	Yakutat Tlingit Tribe	ICDBG	600,000	2012
Yakutat Senior Center	Community Facility	ARRA	600,000	2012
Construction Rehab	State of Alaska	AHFC	3,162,500	2012
Construction Rehab	Kake Senior Center	USDA RD	50,000	2012
Construction Training	Wx Training Center	DOE	832,989	2012
Construction Training	Tribal First Steps	DOE	307,813	2012
Construction Rehab	Energy Efficiency / Audits	DOE	885,832	2014
Construction Rehab	Energy Efficiency	USDA RD	1,000,000	2014
LMI Resident Services	ROSS POWER	HUD	240,000	2014
Construction Rehab	LMI Housing	HUD	869,000	2014

THRHA has received and successfully implemented funding for several multi-million dollar projects and programs. THRHA manages an annual budget in excess of \$15 million, and employs over 45 technical and administrative personnel. Examples of successful projects completed by THRHA during the past five years include; a) \$1.3 million from the State of Alaska for building construction weatherization rehab completed in March 2012 and, due to its success, has increased to a \$3 million project during 2012/2013, b) multiple funding sources provided over \$5 million for the Saxman Senior housing project that was successfully completed in 2012 providing 17 senior housing units. THRHA has successfully completed several other state and federally funded programs.¹ The existing leadership and management of THRHA have over 25 years of experience in the construction industry and have over 10 years experience in building construction.

1. Managerial, Technical, and Administrative Capability

Included as follows, are THRHA personnel who are responsible for management of grant programs. As sub-recipient to the Tribe, THRHA will perform all aspects of ICDBG grant reporting and fiscal management. The HUD ICDBG Program reporting requirements will be adhered to by THRHA and according to HUD expectations. The Tribe and THRHA's Controller, Grant Coordinator, and VP of Planning and Construction will jointly serve as the oversight for the ICDBG program and will ensure that grant file maintenance and reporting is upheld in accordance to HUD requirements.

a. Managerial and Technical Staff

The following individuals meet the criterion that is relevant to their responsibility for grant administration.

¹ THRHA administers several other programs including Weatherization and Home Energy Efficiency Program (HOAP), Rural Loans, NAHASDA assistance programs, LIHEAP, and the student housing voucher program. In addition, THRHA administers rental programs for low income and elderly.

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Position Title	Responsibility	THRHA Staff
Controller	Grant Oversight	Joyce Niven
Grant Coordinator	Administration & Reporting	Joanne Wiita
VP Planning & Construction Management	Project Manager	Craig Moore

Controller Knowledge / Experience:

Joyce Niven has worked in the accounting field for over 20 years and for the past 10 years, she has been employed by THRHA. She has a bachelors of Science degree in business and finance from Western Washington University, Bellingham Washington. Joyce is knowledgeable and proficient in reporting requirements and deadlines of the various THRHA funding agencies including existing ICDBG and IHBG grant reporting, and account structures. Her accounting expertise as well as her experience and knowledge of THRHA and southeast Alaska brings the THRHA Fiscal Department the ability to address, plan and handle all accounting aspects of the HUD ICDBG grant accounting. Under the leadership of Joyce Niven, THRHA has successfully closed five new construction project accounts and during the past three years, two of these projects were closed with multiple funding sources.

Controller Role and Responsibilities

THRHA Fiscal Officer, Joyce Niven, will provide oversight to the ICDBG grant and be responsible for all accounting procedures and activities. Joyce's role of the ICDBG grant will also include preparation of the SF425 for review and approval by the Tribe. Based on the sub-recipient agreement and approval by HUD, Joyce Niven will be responsible for LOCCs draws for reimbursement to the senior community center project costs. Joyce Niven will be responsible for internal monitoring and enforcing of ICDBG requirements during the grant period as per the sub recipient agreement with the Tribe. Her role will include adherence and coordination of fiscal reporting to HUD and to the Tribe. Joyce Niven is a member of THRHA executive management, she will coordinate all aspects of project implementation with her senior colleagues at THRHA to ensure that THRHA complies, and maintains reporting on time and within budget.

Controller Relevance to HUD ICDBG Program Project

Joyce Niven's background is relevant to the qualifications, managerial ability, and administrative capability to administer and execute all functions pertinent to accounting and reporting of the HUD ICDBG grant funding. Joyce Niven's experience and background of the existing IHBG and ICDBG grants parallels to the role she will have with this grant-funding request. Her background and experience of existing ICDBG accounting ensures all reporting and accounting will be in compliance and on time according to the criteria of the Tribe and HUD. Joyce has the background that is relevant to ensure implementation is coordinated among staff and grant partners and adhered to throughout the grant cycle. Joyce's experience of grant accounting and project construction is recent and relevant to the Senior Community Center due to the THRHA projects during the past three years during her employ at THRHA. Based on the successful grant management to date, Joyce's expertise is relevant and there is every evidence that Joyce Niven will perform well and provide proficiency on the accounting functions of HUD ICDBG funding.

Grant Coordinator Knowledge / Experience:

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Joanne Wiita, Grant Coordinator, reports to the Vice President of THRHA. Currently Joanne manages over ten THRHA grant programs including ICDBG funding. Joanne demonstrates the capacity to report on time, within budget, and manage grant funding according to grantor criteria. Joanne has over 15 years of experience in administration and operations management and during the past five years she has successfully managed federal, state, local, and foundation grants at THRHA. Her experience includes successful coordination with THRHA fiscal and construction staff while coordinating with Tribal staff for project deliverables including reporting and HUD compliance.

Grant Coordinator Role and Responsibilities

Grant Administrator, Joanne Wiita, will be responsible for the overall reporting of the grant requirements for the ICDBG grant. Joanne will work closely with the Tribe, and THRHA management and staff to ensure that HUD ICDBG funds are documented and in compliance with the HUD ICDBG program and that procurement, internal controls, and procedures are followed and in accordance with the provisions of HUD ICDBG funding. Joanne Wiita and Joyce Niven will ensure all parties are accountable to the Tribe and HUD grant requirements.

Grant Coordinator Relevance to HUD ICDBG Program Project

Joanne's experience and skill set qualifies her for management of grant activities that will be funded in part by HUD ICDBG funds. Joanne's demonstrated proficiency in ensuring proper documentation and grant requirements are met as well as examining all aspects of operational expenses are relevant to the responsibilities assigned and will ensure the overall feasibility of the proposed HUD ICDBG program delivers successful outcomes.

VP Planning & Construction Management Knowledge / Experience:

Craig Moore manages the Development and Construction Management (DCM) department at THRHA in Juneau. He has over 35 years experience in construction management in Southeast Alaska, with twelve years employed by THRHA. He has recently completed the Saxman Senior Center within budget and with high quality construction. Currently Craig is spearheading the completion of the Yakutat Senior Center which is within budget and ahead of schedule. This is a community center facility that includes 2 housing units.

Under the management of Craig Moore, THRHA is recognized for their durable, energy efficient and innovative construction techniques in Southeast Alaska's challenging maritime climate. Craig serves on the Southeast Regional Advisory Committee of the Cold Climate Senior community facility Research Center, and has served on the Alaska Building Science Network Board of Directors for over seven years. Craig has conducted training and provided education to local workers and building professionals in efficient building science and construction techniques. Craig is a Registered Home Inspector, a certified Energy Rater, and a General Contractor.

Craig's educational background includes an emphasis on building construction technology and he serves as an instructor of construction techniques at workshops, and trainings at the University of Alaska. He exhibits proficiency and utilizes the highest standards of construction methods through his training. Craig is responsible for a staff of over thirty employees and

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understands the importance of leading by example; hard work and consistency. Craig is well respected by his colleagues in the construction industry.

VP Planning & Construction Management Role and Responsibilities

Craig Moore will be the project manager for the Senior Community Center in Kake. He will be responsible for all contracts that are to be paid out of ICDBG funding and the procurement activities that will be associated with this project. Craig will utilize THRHA's policy and procedures to meet the requirements of 24 CFR Part 85 and 24 CFR Part 1000, in partnership with the Tribe for the Senior Community Center project. All sub-contractors will be required to follow these standards, Craig will monitor performance and adherence to HUD requirements for all contractors on this project. Craig will provide qualified leadership to ensure the ICDBG program project administered by THRHA will uphold the standards of HUD.

VP Planning & Construction Management Relevance to HUD ICDBG Program Project

Craig Moore has the qualifications and experience to direct project construction and monitor the funds paid to contractors for the development and construction of the Senior Community Center project. His intimate knowledge of the development and construction process, construction budgets, community resources, and federal, state, and local regulatory requirements provide the background, knowledge, and expertise to manage this project to completion and adhere to the project funding requirements according to the HUD procurement requirements. His many years of experience in working with HUD requirements while constructing over one hundred new homes including apartment complexes during his tenure with THRHA give witness to his abilities for the construction of the Senior Community Center project. His ability to work well with subordinates and sub-contractors will ensure that this project will uphold the grant administration functions as related to contractors and payments per ICDBG funding.

b. Financial Management

THRHA is a non-profit corporation that was established in 1973 by the Alaska state government, the Central Council of Tlingit and Haida Tribes of Alaska and the U.S. Housing and Urban Development agency, under Alaska State Statute (S. 18.55.995). Per state statute, a regional housing authority may enter into agreements with local government, other political subdivisions of the state, the state or the federal government for the exercise of a function or as sub-recipient of a Tribe ICDBG grant.

THRHA adheres to the standard policies and procedures that govern the handling of cash collections, cash disbursements, petty cash funds, and assets. Internal controls include all the steps (i.e. policies, procedures, plans, methods and physical arrangements) that an organization takes to protect its assets, keep accounting information correct, use staff and other resources efficiently and assure that staff follows policies. Internal controls cover both accounting and management activities. The THRHA Board of Commissioners has overall responsibility for establishing effective management policies to support internal controls. One of the primary purposes of internal controls is to provide reasonable assurance that assets are safeguarded against loss from unauthorized use. The most effective internal control concept practiced by THRHA is the separation of duties, an ideal system that separates three functions 1) authorizing transactions; 2) keeping records; and 3) handling funds. Oversight of THRHA accounting is provided by the CFO, Joyce Niven, who oversees all accounting procedures and activities of

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eight accounting staff members. Bookkeeping functions are performed in-house on a computerized accounting system, Emphasys Systems Elite, to manage a complex fund accounting system that meets Federal requirements (OMB Circular A-133). Program funds are tracked in separate grant accounts with a project code allocated to each. Expenditures must be requested with approval signatures from four separate individuals.

THRHA's internal controls over cash disbursements are very important for keeping expenses within budgets, keeping programs and entities financially sound and ensuring that funds are spent on eligible items. In addition to the practical reason for controlling cash disbursements, there are regulatory and program requirements imposed on grantees to insure that the housing programs are economically and efficiently managed.

Tlingit-Haida Regional Housing Authority's annual external independent financial audit is conducted by the accounting firm of Rowland and Associates, Inc. of Oakview, California and received by the governing board for action, as required by corporate bylaws.

The Tlingit-Haida Regional Housing Authority's financial management systems meet the requirements of 24 CFR Part 85 and 24 CFR Part 1000. THRHA financial management and internal controls are intended to provide reasonable assurance that the HUD ICDBG Program goals and objectives are met; resources are adequately safeguarded and efficiently used; reliable data are obtained, maintained and disclosed in reports; policies and procedures are followed; and statutory and regulatory requirements are implemented. THRHA administers its own self monitoring policy and procedures that address the monitoring roles and responsibilities of staff and identify the individuals appointed to perform the self monitoring assessment. THRHA conducts a self monitoring evaluation of all of its departments, including the departments directly responsible for the managerial, technical and administrative functions of the organization, on a semi-annual basis.

THRHA has an organizational chart that is maintained by the administrative staff. Each employee of each department also maintains a desk manual which describes their respective responsibilities and reporting procedures. Managers ensure that responsibilities within their departments are delegated to the appropriate staff member who is authorized to engage in the necessary activity. Care is taken that duties are separated as a measure of insuring internal control. THRHA has adequate, qualified personnel to manage, administer, plan and construct the HUD ICDBG Program. Many staff members have acquired their experience through years of dedicated service and on the job training.

THRHA maintains a written code of ethics that is furnished to all employees and each employee signs an acknowledgement form indicating that they have read, understood and agree to abide by the terms and conditions of the Code of Ethics. As part of the Code of Ethics, staff is expected to exercise professional decorum and ensure business-like conduct in all actions under THRHA consideration, including, official or unofficial action.

THRHA staff is responsible for ensuring that grant funds are spent in accordance with prudent business practices. THRHA staff are cognizant of the fact that they may have access to records and other personal information that must be kept confidential. All staff with access to

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confidential information are required not to disclose such information to anyone, either within or outside of THRHA, unless authorized by law or other proper authority.

The THRHA Board is governed by the Board approved Bylaws for the organization. The Bylaws and the Board Ethic's Policy state that the THRHA Board of Commissioners shall avoid any conflict of interest and abide by the same standards of conduct that is expected of THRHA staff. Board members are required not to participate, direct or coordinate their authority in a manner that will compromise the efforts of THRHA. The THRHA Board of Commissioners has the overall responsibility for establishing effective management policies to support internal controls.

The President/CEO is responsible for managing the day-to-day operations of the Housing Authority and enforcing the policies established by the Board of Commissioners. Some of the major responsibilities of the President/CEO and upper-level management are: hiring competent, honest employees; preparing budgets, grant applications, contracts and procurement documents; providing physical security of assets and records; procuring and inventorying property; collecting rents and enforcing lease terms; supervising cash management, bank reconciliation, resident selection and maintenance; monitoring operations for fraud and abuse; maintaining overall compliance with federal, state and local laws as well as internal policies and procedures; providing program support by overseeing daily office functions; maintaining housing units in decent, safe and sanitary conditions; and, keeping the Board informed about the financial condition and daily workings of the Housing Authority. The President/CEO and THRHA staff will keep our Tribe apprised of the financial status of our ICDBG grant funds and the Senior Community Center project by furnishing the Tribe with quarterly financial and progress reports (or as requested).

THRHA's Grant Accountant is responsible for the accuracy of all grant projects including the annual audit. The Grant Accountant prepares detailed cost reports as needed by the THRHA Department of Construction Management and other project managers. She also reviews and records purchase orders issued by Housing Authority staff, processes both internal and external billing, and assures prompt collection. The grant records have detailed budgets that have been estimated for each activity. Any manager who is involved in the administration, planning or construction of the HUD ICDBG Program participates in formulating a budget for the project. The accounting system tracks expended/unexpended and obligated/un-obligated balances and the accounting records reflect a comparison of the actual expenditures and the budgeted amounts on a quarterly basis. If necessary, program budgets are revised, with tribal approval and in accordance with grant requirements. The budget is regularly reviewed to monitor administrative expenses, labor overtime and direct and indirect labor.

In accordance with the reporting requirements of the ICDBG grant, THRHA has financial reporting systems in place that will enable it to produce reports that comply with the regulations, guidelines and requirements with respect to the acceptance and use of federal funds for this federally assisted program. THRHA is able to furnish quarterly financial reports to HUD and as mandated by the Tribe. These reports shall include all required HUD forms and a Federal Cash Transaction Report. Specifically, the reports will include information on how much of the funds were expended, how much of the funds have been obligated and the specific details about how

SUBRECIPIENT THRHA Grant Administration / Fiscal Management

the funds were spent on eligible activities. In addition, THRHA shall closely monitor all subcontractors and sub grants to ensure compliance with HUD requirements. The report shall be submitted in accordance with the timelines established by HUD and the Tribe. The report includes the progress of the project including work completed and remaining. If a revised schedule of completion is necessary, this will also be included in the report. Progress on any outcomes or outputs will be tracked and reported. A separate document shall address the return on investments with a breakdown of funds spent on each major project activity or category and, when the project is completed, an evaluation of the effectiveness of the project in meeting the community needs as well as final outputs and outcomes. Once the program is completed, a close out report shall be prepared and submitted within 90 days of completion of the grant activities.

THRHA safeguards against loss from unauthorized use of assets by implementing a system of internal controls that divides up the duties into three separate functions; authorizing transactions, the keeping of records, and the handling of funds. The financial and programmatic records, supporting documentation and statistical records for the ICDBG Senior Community Center project and all other THRHA projects are maintained by THRHA's Fiscal Department. These records are retained for a minimum of three years from the date of the last expenditure of grant funds. The Tribe, Senior Community Center, HUD, the US General Accounting Office, and their designees shall have the right of access to any records and documents that are pertinent to the ICDBG Grant Program. The Fiscal Department is responsible for preparing the financial reports that are required by HUD. THRHA is audited by a Certified Public Accountant on a yearly basis. The CPA reports directly to the Board of Commissioners and the Board authorizes the distribution of the report as directed. Copies of the audited financial report are filed with Federal and State agencies as required by law, regulation or Housing Authority policy. THRHA will provide the Tribe with the final audit report upon completion each year.

THRHA accounts with financial institutions are covered by a general depository agreement. The financial institution is insured by either the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA). All bank accounts are reconciled at the end of each month. A THRHA staff member who does not receive or disburse cash or maintain the cash records is charged with reconciling the monthly bank statements. The staff member who reconciles the account does not prepare checks. The Fiscal Officer has the primary responsibility for reconciling the bank statements and insuring that duties are properly separated. THRHA employees who are responsible for approving purchases, making purchases, receiving or storing materials or supplies, preparing checks or reconciling bank statements are not authorized to sign checks. Checks are not signed unless completely filled out and each check is accompanied by supporting documentation. The Board of Commissioners, by resolution, appoints the individuals who are authorized to sign checks. All Housing Authority checks require two signatures; and, no person is authorized to sign a check on which he/she is the payee, with the exception of payroll staff.

THRHA internal controls of cash management for the ICDBG Program project will keep expenses within budget and keep the program and entities financially sound ensuring that funds are spent on eligible items. Allowable costs must be necessary and reasonable; be authorized or not prohibited under State or local laws or regulations; conform to any limitations or exclusions set forth in Federal laws or other governing limitations as to types or cost amounts; be consistent

SUBRECIPIENT THRHA Grant Administration / Fiscal Management

with Housing Authority policies, regulations and procedures; be accorded consistent treatment through application of generally accepted accounting principles appropriate to the circumstances; not be allocated or included as a cost of more than one federally financed program in either the current or prior period; and, be net of all applicable credits. THRHA ensures that internal controls are in place for cash management as necessary to insure that purchases and payments are authorized, that transactions are properly recorded and that items or services that are purchased are actually received. Internal controls over cash disbursements include procedures for the preparation, signing and mailing of checks and that materials and service purchases are completed in accordance with Housing Authority policy and approved by individuals who have authorization to do so.

All cash disbursements for the ICDBG project will be made by check and recorded on the cash disbursements journal. The journal will include the date, payee, check number, amount and the program to which the expense applies. One check copy shall be attached to the document supporting the disbursement of funds. Checks for payment of services rendered and/or materials furnished will not be issued until all supporting documents such as invoices, purchase orders, receiving and inspection reports, travel expense reports, payrolls, etc. have been properly verified, assembled and approved for payment. The check will show the accounting distribution for use as a posting medium in recording the check in the cash disbursements journal and subsidiary records. All documents such as purchase orders, vendor's invoices, receiving and inspection reports and contractors estimates are carefully examined to determine that: The document is properly payable in accordance with the terms of the purchase; the goods have been received and conform to specifications or that the services billed have been rendered satisfactory; discounts or other adjustments of the amounts are billed in order; the computations and accounts to be charged are correct and the funds for payment are available.

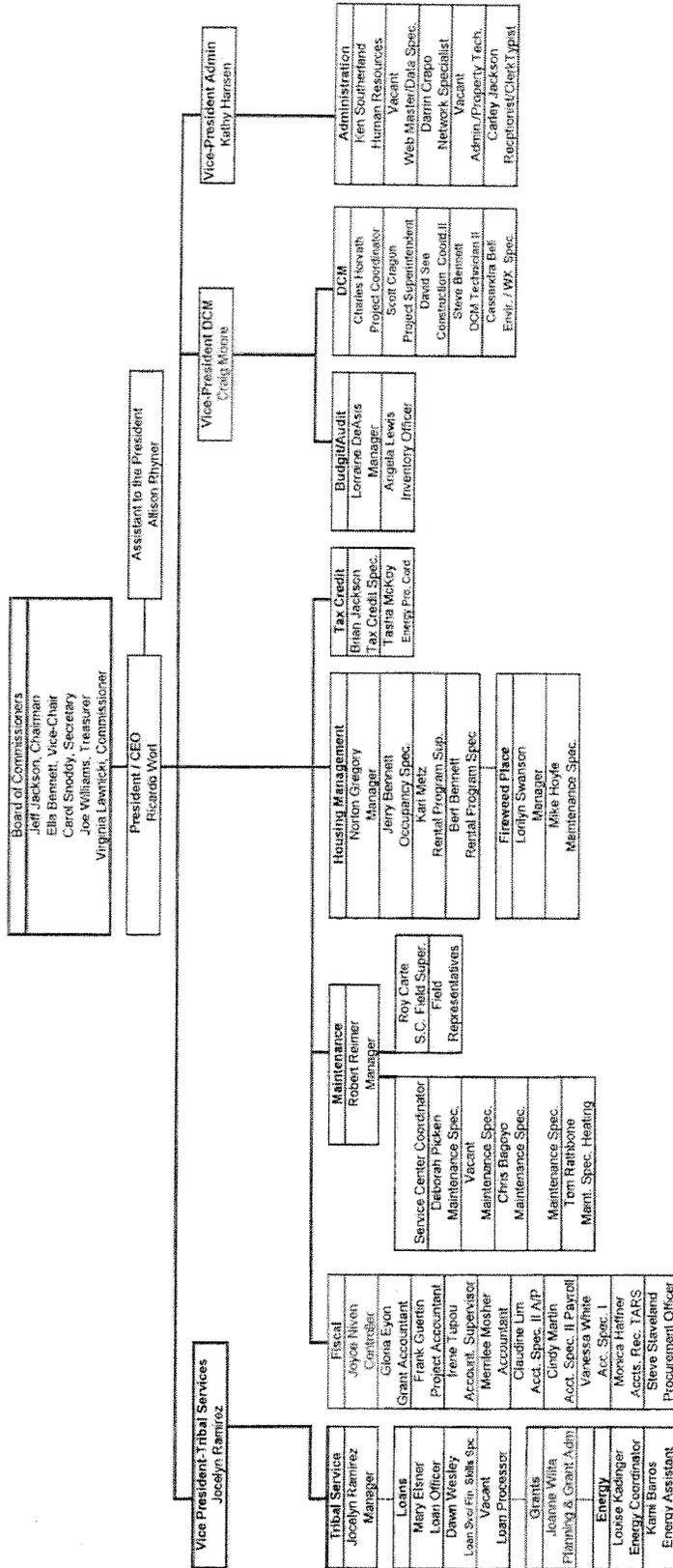
c. Procurement and Contract Management

For the purpose of the ICDBG project with Senior Community Center, THRHA will report to the Tribe and assume responsibility for monitoring contracts that are to be paid out of ICDBG funding and the procurement activities that will be associated with this project. THRHA has developed, adopted, and instituted policies and procedures that comply with the requirements of 24 CFR Part 85 and 24 CFR Part 1000. In partnership with the Tribe and Senior Community Center these standards will be mandated by all project contractors and monitored by THRHA with final oversight by the Tribe.

2. Past Performance

- a. **Reports** All APRs and Federal Cash Transaction Reports have been submitted timely.
- b. **Fiscal Annual Audits** Completed on time and are current through 2012.
- c. **Findings** Currently THRHA is in good standing.

Tlingit-Haida Regional Housing Authority
Organizational Chart





CENTRAL COUNCIL
Tlingit and Haida Indian Tribes of Alaska
EDWARD K. THOMAS BUILDING
9097 Glacier Highway
Juneau, Alaska 99801 - 6922

March 12, 2013

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

Re: ICDBG Program CFDA 14.862 – Organized Village of Kake Grant Application

Dear Department of Housing and Urban Development:

The Central Council Tlingit and Haida Indian Tribes of Alaska (Central Council), a federally recognized tribe of over 28,000 tribal citizens, submits this letter of support for Organized Village of Kake's (OVK) application for Indian Community Development Block Grant (ICDBG) funding for the construction of a Community Senior Center/Facility in Kake, Alaska.

Central Council's headquarters are in Juneau, Alaska but our commitment to serving the Tlingit and Haida people extends throughout the United States. Our mission is to preserve sovereignty, enhance economic and cultural resources, and promote self-sufficiency and self-governance for our citizens through collaboration, service, and advocacy.

Central Council has collaborated with OVK and the Tlingit-Haida Regional Housing Authority (THRHA) to develop solutions to Kake residents over the past year and the best solution is the community center construction within the existing senior center which is cost efficient and effectively serves tribal citizens in the most efficient manner.

The development of the Community Senior Center/Facility will:

1. Serve low to very-low income tribal citizens of the age 60 or older which is projected to be 30-60 tribal citizens and will increase by 10% each year in Kake, Alaska.
2. Provide a comfortable, safe, and nourishing place for our treasured elders to congregate and received the respect that our traditions dictate. The Native cultures of Southeast Alaska are based on a solid foundation of respect for traditions, elders, clans, bounty of the land and waters, and the land itself. Tribal values express the importance of elders in the community who teach us the traditional way of life, important ties to the land, stories and songs that are crucial to survival of our culture. Our community depends on our elders who enrich our communities. The sense of connection and meaning to life since

time immemorial is obtained from elders' knowledge and teachings of our Tlingit ways and values.

3. Provide a site for recreational, exercise, educational, and traditional activities to help our elder tribal citizens age in place rightfully in their community.

The OVK has demonstrated its ability through multiple projects and programs to successfully manage and operate a facility as proposed. OVK is a thriving entity that consistently drives to address the needs of its tribal citizens. The fiscal management of OVK has demonstrated its strength in budget management and operating conservatively while remaining practically efficient to sustain all of its programs and facilities.

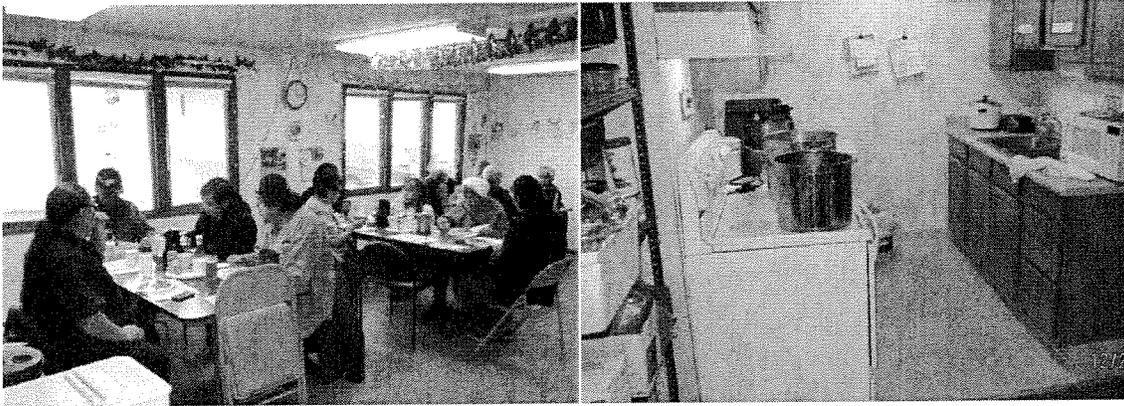
We believe that the Community Senior Center/Facility is a necessary and worthy project for ICDBG program funds. OVK is committed to the success of the project and the outcome benefits will yield value to our tribal citizens and community. We support this project because it will provide an opportunity for elder tribal citizens to live a quality, productive, and healthy life in their community and with their family.

If you have any questions regarding this letter of support, please contact me at (907) 463-7107 or cgarza@ccthita.org.

Sincerely,

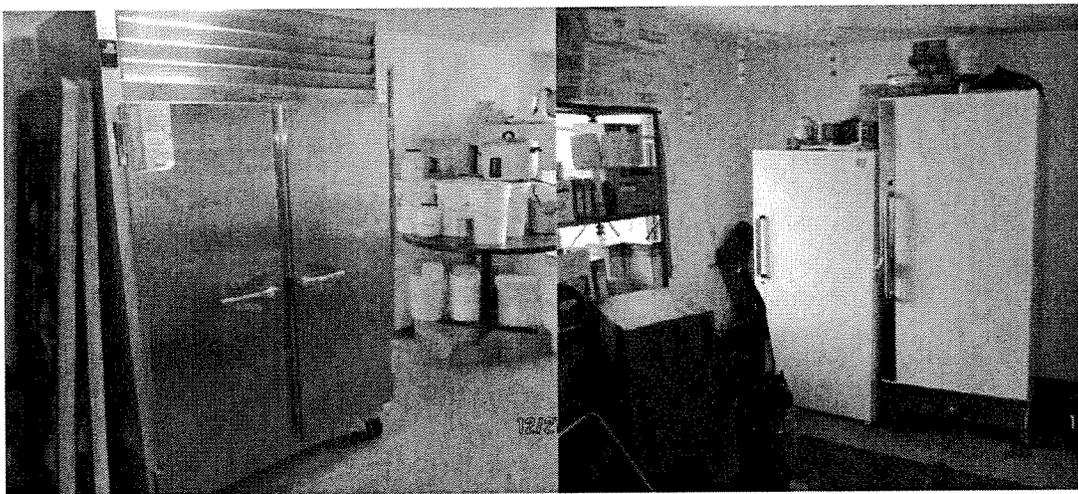


Corrine Garza
Chief Operating Officer

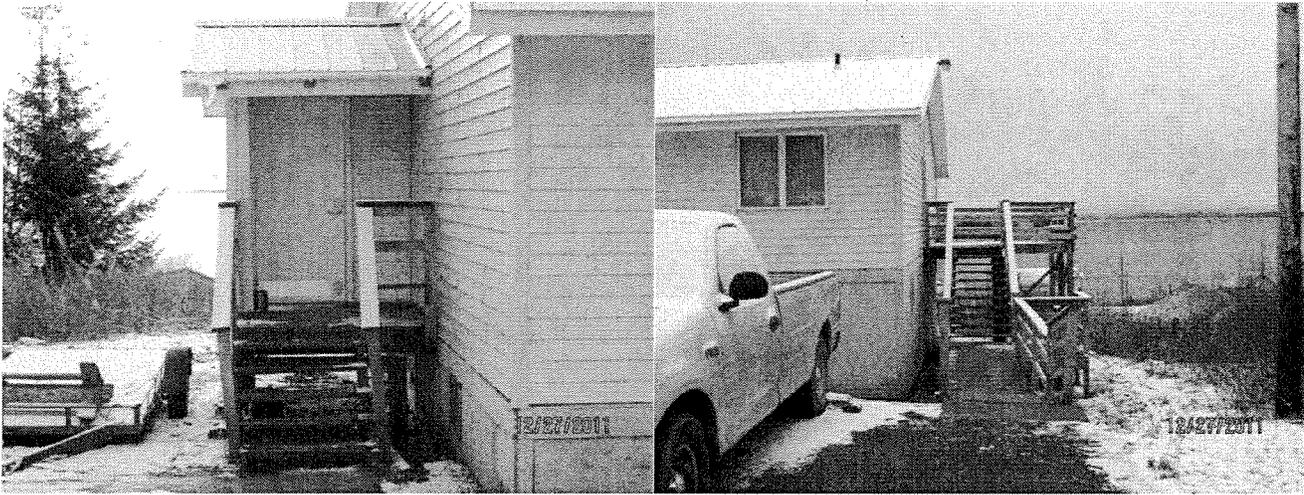


1) Above is the existing space for only 12 Seniors, there are 63 seniors that would like to participate.

2) There isn't a commercial Kitchen space, last year 7,890 meals were prepared out of this residential kitchen that has no storage or adequate safe prep area. On a daily basis the average number of lunches prepared is 60, the meals have to be delivered to elders in their homes because there isn't enough space for seating all guests in the existing facility.



There is no storage space designated for the existing facility, a temporary solution has been accommodated by utilizing a portion of the dining area and a vacant apartment unit, this isn't acceptable. The apartment unit must not be used for storage and instead for tenants. The cost of food requires bulk storage, this situation has increased need for storage increasingly as food prices rise each year.



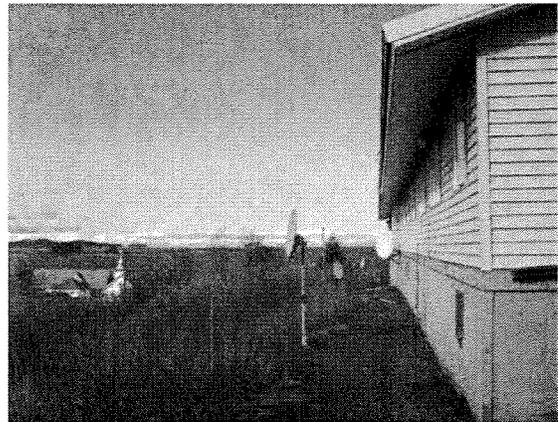
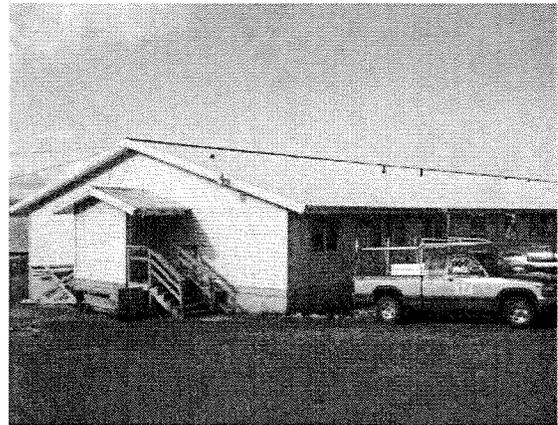
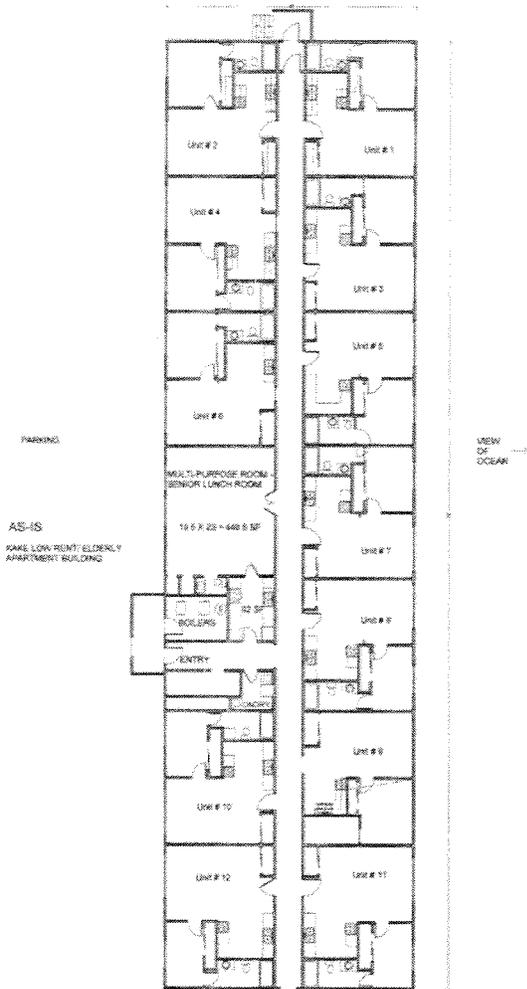
ADA access is necessary for this building for all entrances. The new ICDBG facility will provide access to the senior lunch facility.



The most efficient solution to addressing the existing problems is by utilizing the existing building and adding on a new community facility to the Senior Apartment building, this will allow existing water and sewer savings. The building is located so the new community facility will benefit by receiving sun exposure reducing the cost of heat to the community facility and also providing an outstanding view of the water front for seniors to enjoy. The above right photo shows the view and exterior wall where the new community facility will be added to the existing structure.

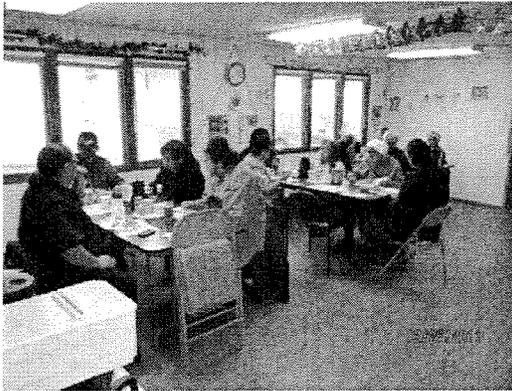
KAKE ELDERLY BUILDING – MODERNIZATION PROJECT AND ADDITION OF A COMMUNITY FACILITY

PROPOSED SCOPE OF WORK



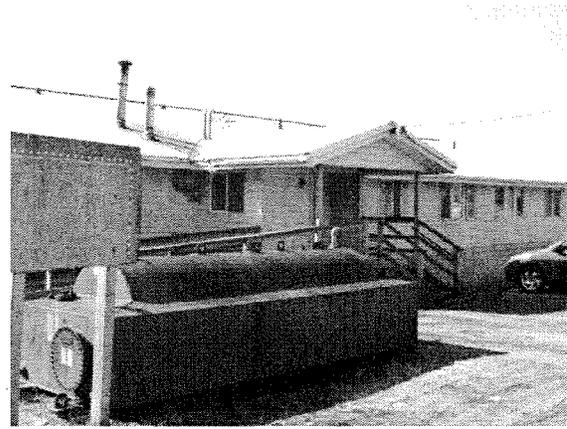
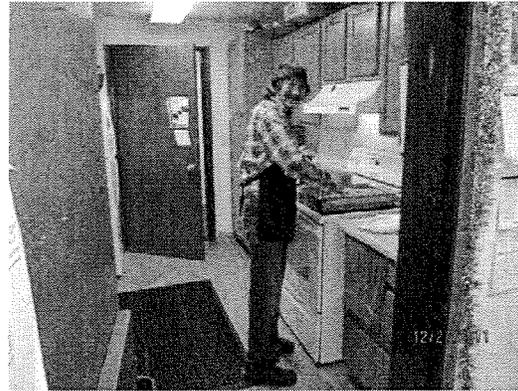
Background:

THRHA's existing Kake Elderly Low Rent Building was built in 1982 with HUD funds. It is a one-story building on creosote piles, of modular construction. It has 12 one-bedroom apartments, a central corridor, a small common room with attached kitchen (currently used for the SESS Senior Lunch Program), a very small laundry room, and a very small storage room. Other than the small and cramped lunch room, there are no common areas for the elders to socialize, conduct exercise or wellness activities, or otherwise interact with the community.

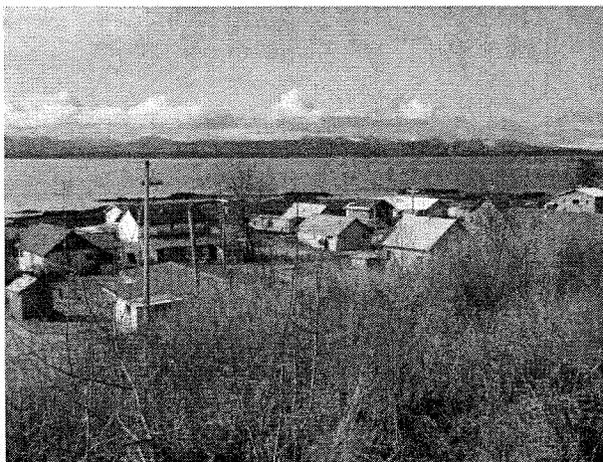


The building was not built to meet ADA or any other accessibility standards. The lunch room does not meet ADA standards, and there are no ADA common bathrooms available for elders attending the lunch program. The apartments do not meet Fair Housing accessibility standards.

The parking lot is about 3 feet lower than the floor level of the building, requiring a ramp approximately 36 feet long to allow wheelchair access into the building at the front entrance. The ramp is uncovered, exposing elders to ice, snow and rain when entering the building. The front entrance is by the boiler room, and there is no lobby or waiting room for elders or visitors. The parking lot is too small and cramped to accommodate many visitors from the community. The ramp and large fuel tank at the front of the building take up valuable space that could be used for parking.



The building was not built to modern energy efficiency standards. Operating costs are high and indoor comfort is hard to maintain. Elders complain of drafts and poor comfort in the small dining hall where they attend the Senior Lunch Program. The building is heated with two oil boilers located in a mechanical room near the front entry. Heating oil costs are high, and there is no oil-delivery service in Kake (THRHA staff haul oil in the back of a flatbed pickup to fill the building's fuel tank).



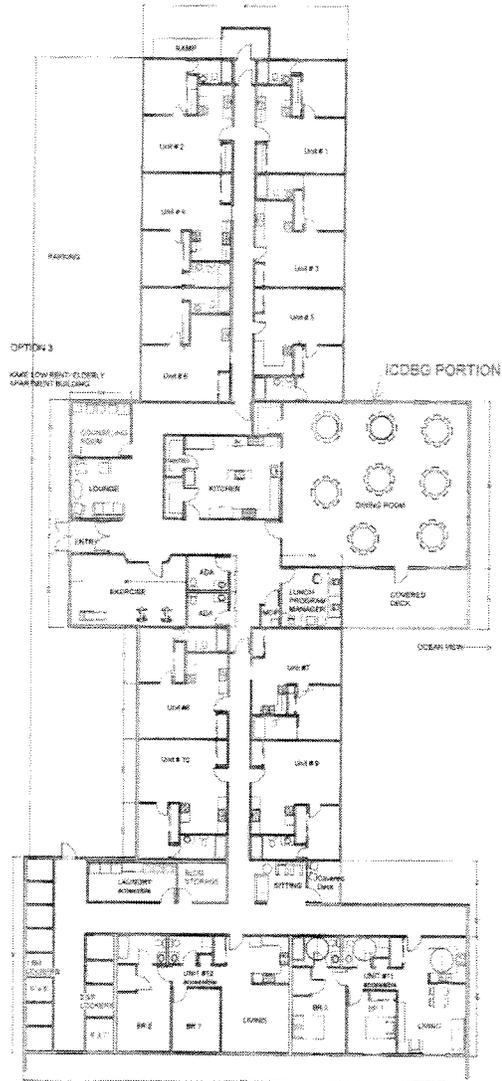
The existing location is centrally and conveniently located in the community with a nice view potential and orientation to the sun and sea, but the alignment and layout of the building does not currently provide the seniors and visitors from the community a common place to gather and enjoy the view or the sun.

For many years, the community leaders and elders have asked for a better facility for the seniors.

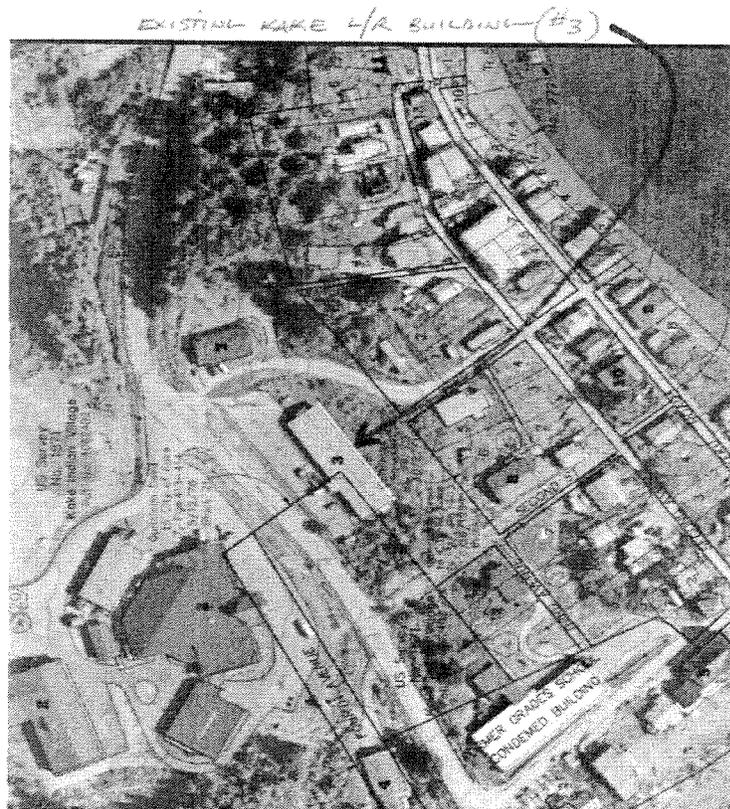
Modernization Proposal:

Responding to the wishes and comments of the community members, THRHA proposes to modernize and expand the existing building to provide the following:

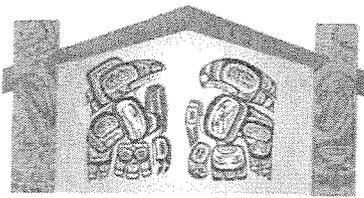
1. A modern and enlarged dining hall, meeting ADA standards, for the Senior Lunch Program. The dining hall will be located to take advantage of the views of town and the sea that the elders love, and will be oriented to take advantage of the sun.
2. An enlarged and modernized kitchen for the SESS Senior Lunch Program, providing DEC-approved facilities for food preparation and sanitation, adequate pantry storage space, adequate refrigeration and freezer capacity for safe and economical storage of foods, and adequate space for staff and lunch program management to conduct their activities.
3. Exercise room for wellness activities for the seniors
4. ADA bathrooms in the common areas near the lunch room
5. ADA accessibility to the building and common areas, including lobby area, widened entry way with double doors, and elimination of the long uncovered ramp.
6. Construction of a concrete block retaining wall and raised parking lot to provide expanded parking area and improved accessibility, including a covered drop-off zone for the Senior Van to improve access and safety for seniors entering the building. .



7. Eliminating the long uncovered ramp and the large fuel tank at the front of the building to expand parking capacity.
8. Relocation of the mechanical room to the basement, to provide a larger mechanical room with space for renewable and alternative heating systems, and to allow expansion at the main entry for a proper lobby.
9. A lounge area near the main lobby for visitors and seniors to socialize.
10. An ADA-accessible laundry room with enough washers and dryers to meet the demand.
11. New heated storage lockers with adequate space for the tenants to store their personal belongings.
12. Upgraded building security and fire alarm systems, for the safety and protection of the tenants.
13. Upgraded internet and telecom systems for the convenience and connectivity of the tenants.



Location of Kake Elderly Building



Tlingit - Haida Regional Housing Authority

P.O. Box 32237 • Juneau, Alaska 99803 • Fax (907) 780-6895 • Tel (907) 780-6868

October 20, 2011

Attention: Andy Concepcion
U.S Department of Housing and Urban Development
Alaska Office of Native American Programs
300 "C" Street Suite 401
Anchorage, Alaska 99503

Subject: QUESTION regarding CAS subsidy transfer - Kake Elderly L/R building

Dear Andy:

Tlingit-Haida Regional Housing Authority (THRHA) and the Organized Village of Kake (OVK) are interested in modernizing THRHA's 12-Unit Kake Elderly L/R building. Before we proceed with preliminary design and feasibility, we have a question for HUD-ONAP regarding the potential transferability of the CAS subsidy on two units in the building.

The Kake Elderly L/R building was constructed in 1982 under the old 1937 Act. THRHA receives a CAS subsidy on the 12 low rent apartments. The 12 existing 1-bedroom units and building amenities were not constructed to modern accessibility standards for persons with disabilities, and the building has inadequate "common" spaces for the Senior Lunch Program and wellness activities. THRHA would like to modernize the building and add common-area and accessibility features to enhance the lifestyle and well-being of the tenants. Attached are preliminary drawings and a list that illustrate some of the amenities we would like to add.

Our preferred plan is to add accessible common-area features near the center of the building, as shown on the attached drawing. This would require eliminating 2 existing apartments to make way for the common area improvements. THRHA would like to know if HUD-ONAP would allow THRHA to replace these two existing 1-bedroom non-accessible apartments with two new 2-bedroom fully accessible apartments added to the end of the building, and keep the CAS subsidy for these apartments.

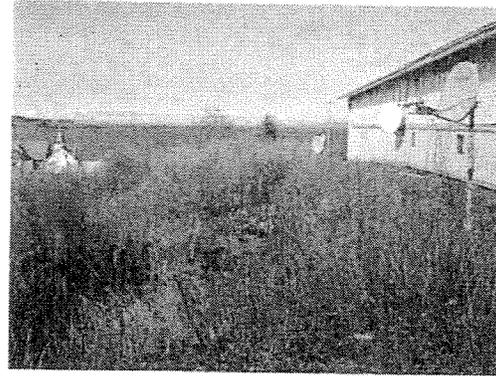
Thank you for your consideration of this question

Sincerely,

Craig Mopre, V.P. Planning and Development
THRHA

Attachments

ATTACHMENTS - Kake L/R Elderly Building - Proposed improvements



The following is a list of the common area amenities that we would like to add to the Kake Elderly L/R building:

- Enlarged dining hall for the Senior Lunch Program¹
- Enlarged and modernized kitchen for Senior Lunch Program²
- Office for Senior Lunch Program manager³
- Office for visiting medical practitioners from the regional Health Clinic (SEARHC) who counsel the tenants.
- Exercise room for wellness activities
- ADA bathrooms in common area
- Lounge area for visitors and tenants to socialize
- ADA accessible laundry room
- Heated storage lockers for tenants.

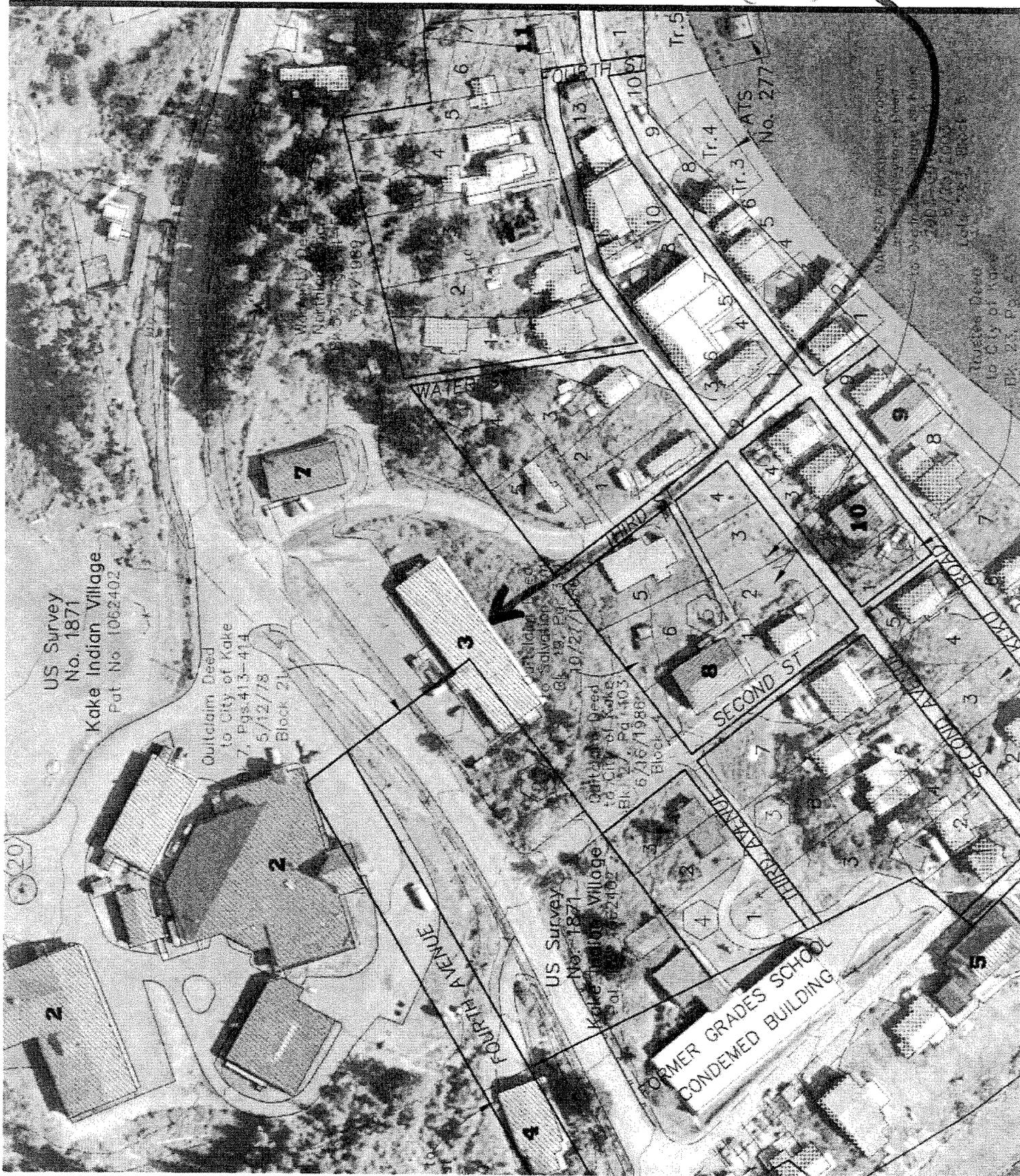
In addition to the common area improvements listed above, THRHA would like to build two new fully accessible 2 bedroom units. THRHA Housing Manager Norton Gregory reports that he has several homebound clients in wheelchairs that need fully accessible units and part-time or full time family-member caretakers. We do not currently have the facilities at the Kake L/R building to accommodate them.

¹ The current Senior Lunch Program is run by SE Senior Services, and serves meals to seniors Monday through Thursday. They typically serve 30 meals a day in the cramped lunch room, except on Thursday when they serve traditional Native foods to 50 seniors. They cannot serve all lunches at the same time, due to cramped space. In addition, they typically deliver 30 meals to seniors at home. Many of these seniors at home do not come to socialize due to lack of adequate space and accessible amenities (no ADA bathrooms) at the building.

² Bunny James, the Senior Lunch Program Manager, reports that the existing kitchen facilities are extremely limited and create hardship on the lunch program staff. There is inadequate storage and food preparation area, leading to frequent sanitation problems. There is inadequate refrigeration and freezer space.

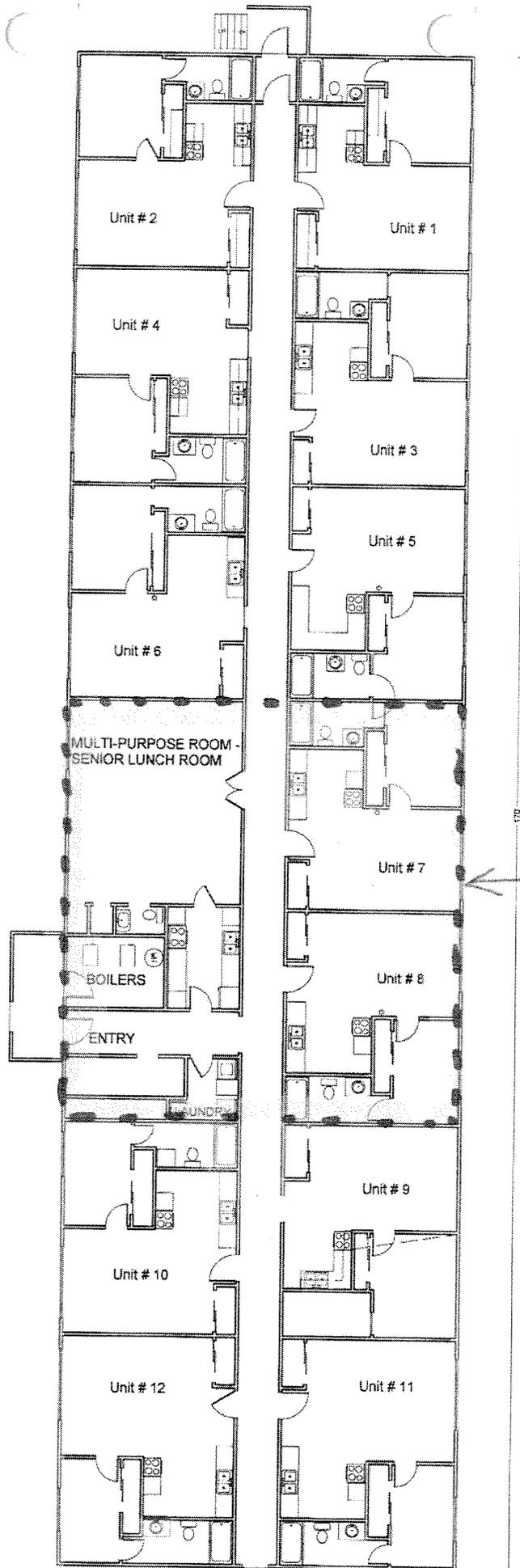
³ Bunny James keeps her tiny office desk in the lunch room, displacing seating for the seniors. The file storage is kept in an adjacent closet.

EXISTING KAKE L/R BUILDING (#3)



AS-15

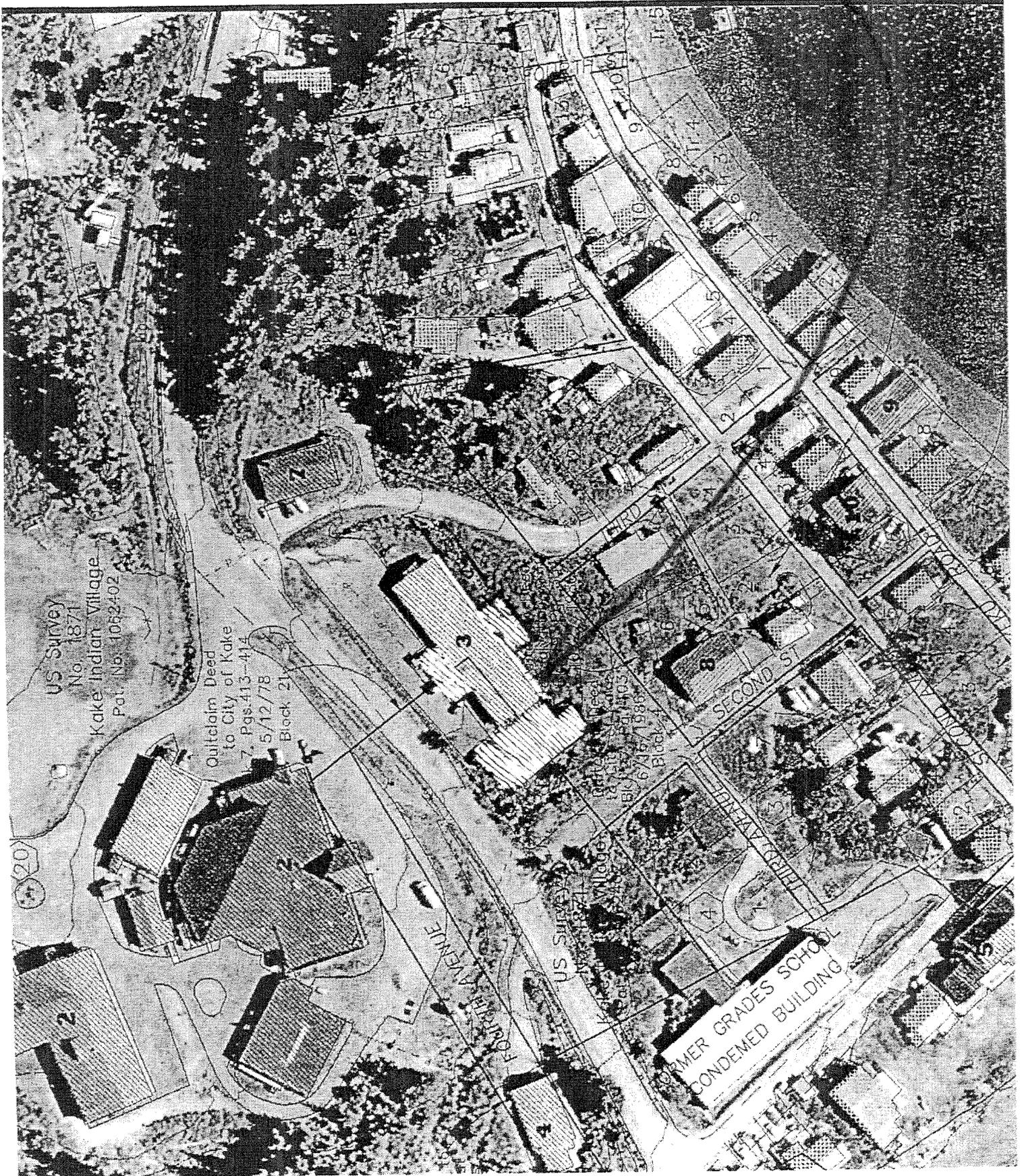
PARKING
AS-IS
KAKE LOW RENT/ ELDERLY
APARTMENT BUILDING



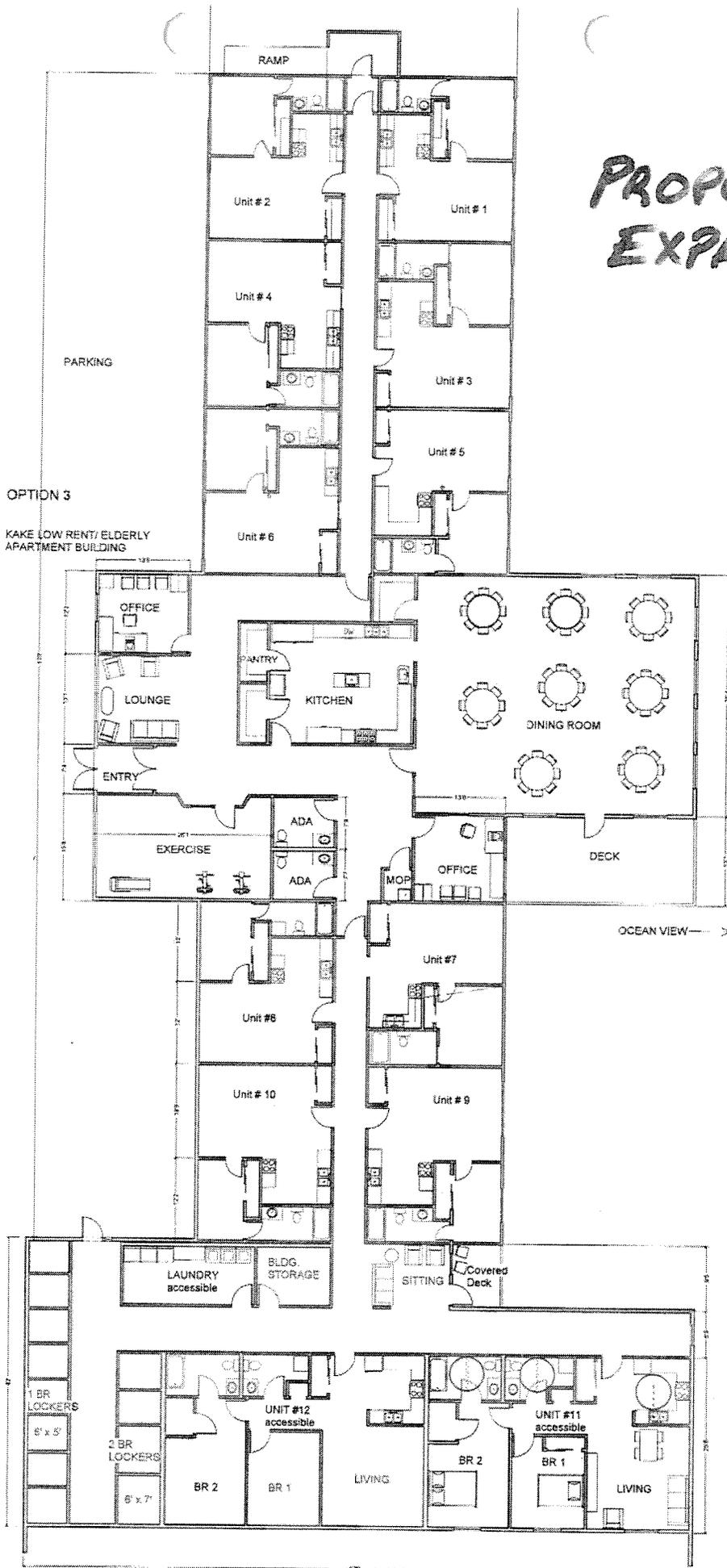
VIEW OF OCEAN →

AREA TO BE IMPACTED BY COMMON-AREA EXPANSION

PROPOSED EXPANSION



PROPOSED EXPANSION





Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / www.KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



March 11, 2013

CERTIFICATION OF TRIBAL ENROLLMENT

I, Jeffrey Jackson certify that these are the enrollment counts for the following age ranges:

Age 0 to 18	<u>90</u>
Age 19 to 54	<u>202</u>
Age 55 to 59	<u>28</u>
Age 60 and over	<u>88</u>



OVK President

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	Kake	Kake ANVSA, AK	715	378	53%

FY 2013 ICDBG Rating Factor 2 Needs Table

Office	Tribe	Need \$ / Income + Conditions (with Minimum Funding)
ALASKA	Kake	\$1,046.54

Population and Income Data

Current Population	598
Population Comment	(2012 Alaska Department of Labor Estimate)
Pronunciation/Other Names	(CAKE)
Community's Senate District	Q
Community's House District	34
Community's Judicial District	1

▼ Geography and Climate

Location	Kake is located on the northwest coast of Kupreanof Island along Keku Strait, 38 air miles northwest of Petersburg and 95 air miles southwest of Juneau.
Climate	Kake has a maritime climate characterized by cool summers and mild winters. It receives much less precipitation than is typical of Southeast Alaska, averaging 54 inches a year, with 44 inches of snow. Average summer temperatures range from 44 to 62 °F; winter temperatures average 26 to 43 °F. Temperature extremes have been recorded from -14 to 88 °F.
Latitude	56.9758
Longitude	-133.9472
Sq Mi Land	8.2000
Sq Mi Water	6.0000

► History and Culture

▼ Facilities, Utilities, and Health Care

Facility Record?	Yes
Piped Water	Yes
Piped Sewage	Yes
TV Stations	ARCS KTOO
Radio Stations	KCAW-FM
Visitor Attractions	Totem Pole Gunnuk Creek Hatchery Bear viewing on Silver Spike Road Bridge
Cultural Events	Kake Day
Health Comments	Emergency Services have limited highway marine airport floatplane and helicopter access. Emergency service is provided by volunteers and a health aide.
Municipal Facilities & Utilities	Piped Water, Piped Sewer, Refuse Collection, Landfill, VPSOs, Volunteer Fire, Health Clinic, Airport (State Contract), Harbor/Dock, Cable TV, Library, Liquor Store, Schools, Bingo, Internet Service

▼ Economy

Economy	The city, school district, and Kake Tribal Corporation are the largest employers. The non-profit Gunnuk Creek Hatchery has assisted in sustaining the salmon fishery. Salmon, halibut, shellfish, deer, bear, waterfowl, and berries are important food sources. In 2011, 31 residents held commercial fishing permits.
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▼ Transportation

Transportation

Kake can be reached by air and sea. There are scheduled float plane and air taxi flights from Juneau and Sitka. Kake has a state-owned 4,000' long by 100' wide lighted paved runway west of town and a seaplane base at the city dock. State ferry and barge services are available. Facilities also include a small boat harbor, boat launch, deep water dock, and state ferry terminal. There are about 120 miles of logging roads in the Kake area, but no connections to other communities on Kupreanof Island.

The following Population and Housing data is from the **2010 U.S. Census**

Population by Race	Value	Percent
White	95	17.06 %
American Indian and Alaska Native Alone	385	69.12 %
Black or African American	1	0.18 %
Asian alone	0	0.00 %
Pacific Islander alone	1	0.18 %
Other alone	7	1.26 %
Two or More Races	68	12.21 %
Population Over a Certain Age		
	Value	
Age 16 and over	444	
Age 18 and over	426	
Age 21 and over	401	
Age 62 and over	93	
Estimate		
Per Capita Income	\$24,413	
Median Household Income	\$40,769	
Median Family Income	\$40,192	
Estimate		
Percent		
Persons in Poverty	89	18.94 %
Estimate		
Percent		
In Labor Force	255	70.05 %
Civilian Labor Force	255	100.00 %
Civilian Employed	205	80.39 %
Civilian Unemployed	50	19.61 %
Military Employment	0	0.00 %
Not in Labor Force	109	29.95 %

Non-Entitled Local Government Summaries 2012;

PLACENAME	POP100	LOW MODUNIV	LOWMOD	LOW MODPCT
Kake city	710	714	378	52.9

STATE:ALASKA

-----I N C O M E L I M I T S-----

PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON
Petersburg Census Area, AK						
FY 2013 MFI: 80800	17000	19400	21850	24250	26200	28100
30% OF MEDIAN	28300	32350	36400	40400	43650	46900
VERY LOW INCOME	45100	51550	58000	64400	69600	74700
LOW-INCOME						

Non-Entitled Local Government Summaries 2012; <http://www.hud.gov/offices/cpd/systems/census/ak/index.cf>

GROUP	STATE	STUSAB	COUNTY	COUNTY NAME	COUSUB	COUSUBNAME	PLACE	PLACENAME	POP100	LOW MODUNIV
COUNTIES	02	AK	195	Petersburg Census Area	91				4038	4028

APPENDIX: Demographic Data Explanation / Statement Community of Kake, Alaska

July, 2009

Summary

For purposes of this ICDBG application we elected to conduct our own survey. The survey found that at least 91.3% of households and 85.9% of persons benefiting from this project are low or moderate income (LMI). The survey is true and correct to the best of our knowledge.

Background

The service area for this project is the community of Kake. The beneficiaries are all residents of Kake. The most recently available census data, from 2000, show that 53% of Kake residents (378 of 715 total residents) are low or moderate income (see Appendix X). However, conditions in Kake have changed greatly since 2000 and the published data are out-of-date and substantially inaccurate. According to the records of the Organized Village of Kake (OVK) Realty Trust Office, the 2009 population of Kake is 457. OVK therefore elected to conduct our own household survey. The results of the survey with respect to LMI are summarized here.

Description of Methods Used to Collect Data

OVK designed and conducted a survey of all households in Kake during the Spring of 2009, with technical assistance from Prof. Michael Hibbard of the University of Oregon and Robert Adkins, a community development consultant. OVK also made extensive use of community volunteers to administer the survey.

- 1) Developing the survey instrument. Questions regarding household size, composition, and income were included in a larger survey designed to collect information and opinions from Kake residents about community economic development. The instrument was developed by a team of OVK staff under the direction of Hibbard. A sample copy of a completed survey is attached as Appendix XX.
- 2) Administering the survey. The survey was administered in late May and early June, 2009. The process was as follows:
 - A notice was mailed to every household in Kake, describing the purpose of the survey and encouraging participation
 - Students in the high school government class taught by the school superintendent distributed the survey in person to every Kake household; each household received the questionnaire along with an identifier so that returns could be tracked
 - Completed surveys were either dropped off at a site at the school or picked up by a member of the local Girl Scouts; to assure anonymity, identifiers were immediately separated from questionnaires
 - Follow-up to encourage households to participate in the survey was made by OVK staff; to further encourage participation a drawing with donated prizes was held for those who completed the survey

Findings

According to OVK Realty Trust Office records the current population of Kake is 457 people, living in 186 households. Their figures provide the baseline for analyzing the survey responses.

According to HUD's 2009 estimates, the Wrangell/Petersburg/Kake census area median family income is \$69,800. LMI would be all people in households with incomes at or below that level. However, our survey asked about incomes at \$5,000 intervals (e.g., \$50,000 to \$55,000, \$55,000 to \$60,000), so for purposes of this analysis we established the LMI cutoff as \$65,000. That is, all persons living in households reporting an income of \$65,000 or less are counted as LMI. As a result, we may have slightly undercounted the number of LMI persons and households.

Of 186 surveys distributed, 151 were returned, for an 81% response rate. Of the 151 surveys returned, 13 failed to report either their household income or the number of people in the household, leaving a total of 138 respondent households for the analysis of LMI persons.

Table 1, Listing of Incomes by Household

household size								
Income	1	2	3	4	5	6	7	Total persons
<25K	21	23	10	6	7	0	0	156
25-30K	1	2	0	3	3	1		38
30-35K	4	4	7	0	1	1	1	51
35-40K	0	1	0	0	3	0	0	17
40-45K	0	4	3	0	1	1	1	35
45-50K	0	0	0	0	0	0	0	0
50-55K	2	1	0	1	0	0	0	8
55-60K	0	1	1	0	0	0	0	5
60-65K	0	1	1	1	0	1	0	15
65-70K	1	2	0	1	0	0	0	9
70-75K	1	1	0	2	0	2	0	23
>75K	2	5	0	1	1	0	0	21
OVK Kake Household Survey (May 2009)								

Table 2, Low- and Moderate-Income Worksheet

1. Total number of households in the service area:	186
2. Total number of households surveyed that reported data on income and number of people in the household:	138
3. Total number of reporting households with an income of \$65,000 or less	126
4. Percentage of LMI (\$65,000 or less) households (126/138)	91.3%
5. Total number of persons in the reporting households:	378
6. Total number of persons in reporting households with an	

income of \$65,000 or less

325

5. Percentage of LMI persons (living in households with an
Income of \$65,000 or less) in the service area (325/378)

85.98%

In sum, 457 persons – everyone in Kake – will benefit from the project. Of those, at least 325 (85.98%) are LMI.

NOFA Rules

Required supporting documentation

- 1) sample copy of completed survey form
- 2) explanation of the methods used to collect data
- 3) a listing of incomes by household

If the applicant has no choice but to submit a survey, include 2000 census re LMI, then explain why survey was done instead. HUD will review and accept demographic data provided by an applicant, if it is determined that the generally available, published data are substantially inaccurate or incomplete, the data provided has been collected systematically, and, to the greatest extent feasible, the data is independently verifiable. If HUD does not accept the data provided, the best available data will be used.

SURVEY AND DEMOGRAPHIC DATA STATEMENT

Applicant: Organized Village of Kake

Project: Kake Community Center

The following demographic data is submitted for purposes of evaluating our application to the Indian Community Development Block Grant Program. By submitting this information with our application, we state that we are in compliance with all of the following:

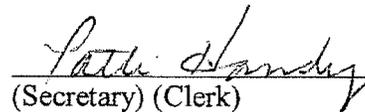
- ❖ Generally available, published data are substantially **inaccurate** or **incomplete**. We therefore elected to conduct our own survey.
- ❖ Data provided have been collected systematically and are statistically reliable.
- ❖ Data provided are, to the greatest extent feasible, independently verifiable and data differentiate between reservation and BIA service area populations, when applicable.

In accordance with Section IV.B. of the NOFA, we have also submitted the following (see attachments):

- ❖ Total number of persons benefiting from the proposed project.
(Include both Native and non-Native persons served)
- ❖ Number of persons benefiting who are low- and moderate-income.
- ❖ A sample copy of the survey form.
- ❖ An explanation of the methods used to collect the data.
- ❖ A listing of incomes by household.



(President) (Chairperson) (Title-Other)



(Secretary) (Clerk)

Attachment 1, Survey Methods and Results

Summary

For purposes of this ICDBG application we elected to conduct our own survey. The survey found that at least 91.3% of households and 85.9% of persons benefiting from this project are low or moderate income (LMI). The survey is true and correct to the best of our knowledge.

Reason for Conducting Own Survey

The service area for this project is the community of Kake. The beneficiaries are all residents of Kake. The most recently available census data, from 2000, show that 53% of Kake residents (378 of 715 total residents) are low or moderate income (see Appendix X). However, conditions in Kake have changed greatly since 2000 and the published data are out-of-date and substantially inaccurate. According to the records of the Organized Village of Kake (OVK) Realty Trust Office, the 2009 population of Kake is 457. OVK therefore elected to conduct our own household survey. The results of the survey with respect to LMI are summarized here.

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OVK Kake Household Survey (May 2009)								

Table 2, Low- and Moderate-Income Worksheet

1. Total number of households in the service area:	186
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5. Total number of persons in the reporting households:	378
6. Total number of persons in reporting households with an income of \$65,000 or less	325
5. Percentage of LMI persons (living in households with an Income of \$65,000 or less) in the service area (325/378)	85.98%

In sum, 457 persons – everyone in Kake – will benefit from the project. Of those, at least 325 (85.98%) are LMI.

Attachment 2, Sample Survey

Comprehensive Economic Development Strategy (CEDS) Committee Kake Household Survey

The purpose of this short survey is to help the CEDS Committee in planning for the future of our community. The information you provide will guide the committee in setting priorities and seeking funding and other support for projects and programs.

Your responses to these questions will be completely anonymous. No one will know how you responded to any question, and all the responses will be added together for purposes of analysis.

Part I, Perceptions of the Community

1. The things we most need to preserve in our community are (list 3-4 things you think Kake needs to preserve – physical, cultural, social):

-
-
-
-

2. The things we most need to change in our community are (list 3-4 things you think Kake needs to change – physical, cultural, social):

-
-
-
-

3. Kake's major opportunities and assets are:

-
-
-
-

4. The features/services I would most like to see in a health/wellness facility for Kake are:

-
-
-
-

5. Do you have friends or relatives who moved away from Kake because of a lack of employment opportunity in the community?

___ Yes ___ No

If Yes, about how many such people do you know? _____

6. Do you have friends or relatives who moved away from Kake because of the high cost of (check any that apply):

___ electricity ___ fuel ___ health care

6. Do you have friends or relatives who would like to locate or relocate to Kake if they could establish permanent employment?

___ Yes ___ No

If Yes, approximately how many such people do you know? _____

Part II, Your Interests

1. Would you be interested in starting a business here in Kake?

Yes _____

No _____

(If you answer No, skip to question 4 below)

2. What kind of business would you like to start? _____

3. What are the most important barriers you face in starting that business? (Check all that apply)

financing

management training/experience

marketing training/experience

technical skills to do the work

lack of available workforce in Kake

lack of customers in Kake

other (please specify) _____

4. Would you be interested in business training or skill development?

Yes _____

No _____

If you said yes, what kind of training would you like?

Part III, Some information about yourself and your household

1. How many people are in your household:

Aged 18 and under _____

Between 19 and 64 _____

Aged 65 and over _____

2. How many people in your household are in the workforce – that is, are NOT in school or retired, but rather are self-employed, working, and/or actively looking for work? _____

Of those who are in the workforce, how many are: Employed? _____

Unemployed? _____

3. About what was your total cash household income in 2008 from all sources to all household members, including earnings from jobs and self-employment, Alaska Permanent Fund, corporate dividends, and so on:

___ less than \$25,000

___ between \$25,000 and \$30,000

___ between \$30,000 and \$35,000

___ between \$35,000 and \$40,000

___ between \$40,000 and \$45,000

___ between \$45,000 and \$50,000

___ between \$50,000 and \$55,000

___ between \$55,000 and \$60,000

___ between \$60,000 and \$65,000

___ between \$65,000 and \$70,000

___ between \$70,000 and \$75,000

___ over \$75,000

4. Is the head of your household (check the best response):

___ an enrolled member of OVK

___ an enrolled member of another tribe

___ not an enrolled tribal member

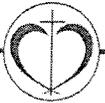
5. Besides the head of the household, are any other household members (check the best response):

___ an enrolled member of OVK

___ an enrolled member of another tribe

___ not an enrolled tribal member

After you have completed the survey, please place it into the confidential return envelope for return pick-up. Thank you very much for your help!



Dignity • Care • Compassion

419 6th Street
Juneau, AK 99801
Telephone: 907.463.6100
Fax: 907.586.9018
www.ccsjuneau.org

Dear Gary Williams;

March 11, 2013

Thank you for the opportunity to report on the Senior Center and to support actually having a Senior Center. It is a pleasure to tell you about the remarkable staff, volunteers and community members it serves. It is my job to oversee the operation of the center and supervise the Site Manager, Wanita James.

The overwhelming reality of the oversight and the supervision is what a remarkable job the staff does in light of the overwhelming adversity due to the physical limitations of the facility. The kitchen is an apartment type galley kitchen with about a two and a half foot aisle. The eating area will hold tables for about a dozen people in a squeeze.

We are currently serving 56 seniors of the possible 67 who are eligible. The average number of meals prepared in the kitchen is between 35 and 40. It is an amazing sight of gymnastic body movements to witness the meal preparation.

Senior meals, while of high quality nutritionally, are almost secondary to the benefits of the socializing and human contact a Senior Center offers. Most of the meals are delivered to the elder's home, which is great for people who are home bound. It isn't even healthy for those who have to stay home and forego the contact with their peers, the visits from the kids and other community visitors that occur.



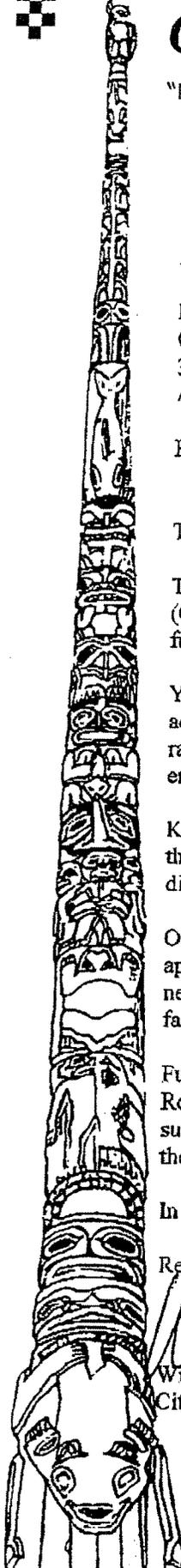
Being housed where the staff can both keep an eye on and serve meals to the residents is a good one. A kitchen and dining room adequate to meet the needs of the community would be really terrific.

Southeast Senior Services (SESS) is committed, and anxious, to provide services at the new Senior Center facility that will provide nutritional and transportation services to Kake Seniors. SESS will work with SEARHC staff, the Organized Village of Kake, and THRHA to meet the unmet needs of the current facility. We look forward to examining any further unmet needs and to implement new programs as needed.

Thank you so much for being such a good partner in helping our elders remain in the community and in their homes.



Caroline Frengle
NTS Regional Coordinator
Southeast Senior Services



City of Kake

"HOME OF THE WORLD'S LARGEST TOTEM POLE"

P.O. BOX 500
KAKE, AK 99830
PHONE: (907) 785-3804
FAX: (907) 785-4815

March 11, 2013

Department of Housing and Urban Development
Office of Native American Programs (ONAP)
3000 C Street Ste 401
Anchorage AK 99503

Re: Native Community Development Block Grant
Kake Senior Community Center/Facility

To Whom It May Concern:

The City of Kake is pleased to submit this letter of support to the Organized Village of Kake (OVK) as support to their application of Native Community Development Block Grant 2013 funding for the Senior Community Center in Kake, Alaska.

Your investment of the Senior Community Center for Kake will provide a safe, accessible, and adequate facility to assist impoverished and working-poor seniors whose local population is rapidly increasing. Over the next ten years, it is anticipated many resident of the "baby boom" era will reach senior status in Kake.

Kake households feature large extended families requiring greater financial resources to sustain themselves. Unfortunately, quite often seniors bear the burden of providing the financial difference to accommodate their households as needed.

On behalf of the resident of Kake, the Mayor and City Council fully endorse and support OVK's application for the construction of the Senior Community Center in Kake. Our community truly needs, and our seniors are even more deserving of, an accessible, senior community center facility to meet the needs of the growing senior population.

Furthermore, we are familiar with the expertise and professional standards of Tlingit-Haida Regional Housing Authority (THRHA). We have confidence in THRHA to make this project a success. In partnership with OVK and THRHA, we look forward to the opportunity to develop the community of Kake.

In closing we thank you for the favorable consideration of OVK's grant request.

Respectfully,



William Bean Jr.
City Manager



Alaska Native Brotherhood Camp #10

PO Box 165 ~ Kake, Alaska 99830

March 5, 2013

Department of Housing and Urban Development
Office of Native American Programs
3000 C Street Ste 401
Anchorage AK 99503

Re: ICDBG Application CFDA 14.862
Kake Senior Community Facility

Dear Grant Review Committee,

On behalf of the Alaska Native Brotherhood Camp 10 Kake, we support the Organized Village of Kake's Indian Community Development Block Grant application for the Kake community center. The ICDBG funding for construction and development of this facility is needed.

The Alaska Native Brotherhood and Sisterhood is an organization that has chapters throughout the southeast region of Alaska. Collectively all chapters work together to benefit our southeast region as one community of people, we help each other's communities as a whole. The Sisterhood and Brotherhood advocate for the safety, health, and wellbeing of our local chapter members and collectively for the greater community of southeast.

Many of our community elders have benefited from the existing services provided at the Kake senior apartments, however, there is not sufficient space to serve all eligible elders of our community. The space that is being used wasn't intended for a lunch program or community facility, the existing facility is inadequate for safe food service practices and doesn't have ADA facilities or access.

The new community facility will fulfill a critical need that addresses the space that is deficient to provide the senior lunch program to all eligible elders who reside in Kake. The ICDBG request for funding will provide a needed service for our community members and additionally improve elders' quality of life that will allow them to age in our community, their community!

Sincerely,

Jeffrey S. Jackson
President

Kake Senior Services
P.O. Box 251
Kake, AK 99830

March 8, 2013

Department of Housing and Urban Development
Office of Native American Programs (ONAP)
3000 C Street Ste 401
Anchorage AK 99503

Re: Native Community Development Block Grant
Kake Senior Community Center / Facility

Dear Department of Housing and Urban Development,

The Kake Southeast Senior Services (SESS) is pleased to submit this letter of support to the Organized Village of Kake (OVK) as support to their application of Native Community Development Block Grant 2013 funding for the senior community center in Kake, Alaska.

Your investment of the senior community center for Kake will provide a safe, accessible, and adequate facility for SESS services for impoverished and working poor seniors who are rapidly increasing in number. Over the next ten years, it is anticipated many baby boomers will meet senior status in Kake.

The Kake SESS is a program of Catholic Community Service and has empowered seniors by supplying food, transportation, and support services, including care coordination, for the elders living in Kake.

SESS aims at serving Kake seniors to the fullest extent by providing nutrition, transportation, and support services. We believe it is essential to serve Kake elders and provide outreach to senior residents, because a senior community center does not exist in Kake; some seniors find it a difficult task to make it out of their home for the SESS hot lunch program and other social, health and recreational programs.

Kake households feature large extended families requiring greater financial resources to sustain themselves. And seniors often bear the burden to make ends meet and to accommodate their households as needed. The Kake SESS program would very much like to utilize a space provided at a senior community center facility for the purpose of conducting SESS services based on available SESS operational funding and subject to the ICDBG grant award. Presently, SESS provides home delivered meals for Kake elders as well as door-to-door transportation for Kake elders and residents with disabilities.

Concerns that we find here at the Kake Facility are:

- All windows all need to be replaced as they are a hazard
- The dining room area is too small to be utilized by all the Sr. Citizens who live in Kake who wish to be social with the sr. citizens who live in the facility and community members who visit during meal time.
- There is a need for new dining tables and chairs that are both handicap accessible
- There is no adequate storage area for the food to be stored for the Sr. Citizen Meals
- New energy efficient lighting is needed inside and outside of facility for Senior's failing eye sight.
- Emergency exits need to be installed throughout the building that are handicap accessible
- All carpet needs to be ripped out due to allergies that most Sr. Citizens suffer with
- A handicap accessible bathroom facility needs to be installed in the public dining room area.

We at SESS fully endorse OVK's application for the construction of the senior community center – our community truly needs an accessible, senior community center facility to meet the needs of the growing senior population. Furthermore, we are familiar with the expertise and professional standards of Tlingit-Haida Regional Housing Authority (THRHA). We have confidence in THRHA to make this project a success. In partnership with OVK and THRHA, we look forward to the opportunity to develop the community of Kake.

Thank you for your consideration of this letter of support.

Sincerely,



Wanita "Bunny" James
Kake Site Manager
Southeast Senior Services

12-28-2011

To who it may concern:

I am writing this letter for the tenants at the Kake Sr. Center in regards to there concerns and or comments.

Concerns

1. Fire Safety – The apartments on the waterside of the building do not have fire escapes. The fire alarm system does not alert the fire department when there is a fire. Need handicap ramps at every exit.
2. Handicap Improvements – walk in showers, more grab bars, vinyl to carpet transitions safer.
3. More lighting.
4. Water drainage out side by the dumpster freezing during the winter making it vary unsafe.
5. Garbage dumpster is very high and the door is very heavy for small elders to use on garbage days.
6. Mold under the building?
7. Windows – The windows in the building are very old and out dated
8. Storage and kitchen space for the cooks and also a bigger lunch area for the tenants and visitors.
9. Exercise room.

Comments

The maintenance crew and kitchen crew do an excellent job keeping the building up and running with lots of delicious food.

Geni Johnson

Roselyn Jay

Martha M. Jackson

Raymond Deppa

Francis James

Kake City School District



P.O. Box 450
Kake, Alaska 99830
(907) 785-3741

March 11, 2013

Department of Housing and Urban Development
Office of Native American Programs (ONAP)
3000 C Street Ste 401
Anchorage AK 99503

Re: Native Community Development Block Grant
Kake Senior Community Center / Facility

Dear Department of Housing and Urban Development,

The Kake City School District is pleased to submit this letter of support to the Organized Village of Kake (OVK) as support to their application of Native Community Development Block Grant 2012 funding for the senior community center in Kake, Alaska.

Your investment in the senior community center for Kake will provide a safe, accessible, and adequate facility for the local Kake Senior Citizens. We believe that our elders offer an important resource for our students education. Our elders are able to impart to our students their cultural history. We have arranged with the senior center for our students to go and have a native foods lunch visitation with the elders once a month. This provides our students and the elders with a way to connect with each other in a positive and caring environment. Unfortunately our students do not get to stay long or spend much time with the elders due to a lack of space available for everyone. We believe the community center would not only benefit our elders, but also the community as a whole. The opportunity to partner with the center to provide both the elders and our students the chance to interact with each other would enhance a great learning experience for both parties.

We at Kake City School District fully endorse OVK's application for the construction of the senior community center - our community truly needs an accessible, senior community center facility to meet the needs of the growing senior population. Furthermore, we are familiar with the expertise and professional standards of Tlingit-Haida Regional Housing Authority (THRHA). We have confidence in THRHA to make this project a success. In partnership with OVK and THRHA, we look forward to the opportunity to develop the community of Kake.

Thank you for your consideration of this letter of support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Shipley'. The signature is written in a cursive, somewhat stylized font.

Kevin Shipley
Superintendent

Kake City School District is an Equal Opportunity Employer



Alaska Native Brotherhood Camp #10

PO Box 165 ~ Kake, Alaska 99830

March 5, 2013

Department of Housing and Urban Development
Office of Native American Programs
3000 C Street Ste 401
Anchorage AK 99503

Re: ICDBG Application CFDA 14.862
Kake Senior Community Facility

Dear Grant Review Committee,

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Sincerely,

Jeffrey S. Jackson
President



Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / email KeexKwaan@ KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



Organized Village of Kake Code of Conduct

(excerpt from OVK Personnel Policies, pgs 11-14)

III. CONDUCT OF EMPLOYEES & COUNCIL

3.1 General Policies

A. Policy

Employees and Council are expected to conduct themselves in both their official and private lives in a manner that will not reflect discredit on OVK. To insure familiarity with the conduct guides contained herein, each employee and Council person shall be required to read this manual; return the copy; discuss the manual; and sign a permanent record sheet evidencing that they have read and discussed the manual.

B. General

Effort shall be made to encourage and maintain satisfactory employee-management relationships in order to achieve high productivity, an intelligent, enthusiastic employee cooperation in furtherance of all programs, and at the same time establish the highest possible level of employee efficiency and morale.

C. Management Responsibilities

An important function of management is to assist employees in achieving satisfactory production, in developing cheerful, cooperative attitudes, and developing high morale. Such employee achievement does not come about unaided, nor as a result of management which fails to use the principles of good human relations. The adjustment of employees to their work situations is not only the responsibility of the employee, but also equally that of supervisor. Supervisors are expected to provide the kind of leadership necessary to promote job satisfaction and efficiency. Employee confidence must be won through able leadership, positive supervision, and mutual understanding. Management shall be responsible for keeping employees fully informed on OVK, departmental functions, personnel policies & procedures, as well as privileges and obligations of employees. In support of Employee Relation program, management shall observe the following obligations:

1. The person to whom the employee is responsible shall be clearly designated;
2. Each employee shall be furnished an *Employee Status Notice* stating his/her position description. The job/position description, responsibilities, requirements, and related duties of the position shall be thoroughly explained to the employee by the supervisor;
3. The employee shall be given individual orientation, to assist him in adjusting to the employment situation, and on-the-job or special training whenever practicable;
4. Full information relative to the OVK personnel policies shall be made available to the employee;

5. Required standards of performance shall be clearly defined of each employee. His work shall be immediately informed of any area where his work requires improvement.
6. If a position is advertised to the general public due to management's belief that such action could recruit a more qualified individual than available within the current OVK staff, existing employees are encouraged to submit their own application per the advertisement for the position. If an existing employee's qualifications equal those of non-OVK applicants, appointment to fill the position shall be given by promotion within OVK based on qualification followed by seniority.
7. Employees shall be afforded the opportunity to make suggestions for improving efficiency.
8. Annual vacations shall be arranged on a planned basis, so far as practicable, in order to encourage the maintenance of good health and efficiency.
9. Employees shall be assured reasonable employment security as long as the requirements of the job are met, the employee's conduct is acceptable and necessary funding for the work or program is continued.
10. The employee shall be encouraged to exercise fully the authority delegate to him/her in keeping with the responsibility he/she assumes.

3.2 Employee/Council Conduct Guide

Each employee/Council of OVK shall perform all duties assigned to him/her in a manner that will:

- A. Maintain unswerving loyalty to the organization.
- B. Uphold with integrity the trust and confidence given to him/her of the position to which appointed.
- C. Give ready response to and enthusiastically comply with the instructions of his/her supervisors in the service of OVK.
- D. Show courtesy, cooperate, diligence and tact in dealings with fellow worker, Native people, and the general public.
- E. Give full efficient, and industrious service so as to promote the economical and effective accomplishment of OVK programs.
- F. Safeguard such information, as he/she shall acquire which is of a confidential nature and refrain from disclosing any portion thereof, except in the manner and to the extent authorized by the Executive Director.
- G. Economically utilize, protect and conserve OVK's property and equipment that is entrusted to him/her.
- H. Maintain all OVK dealings above reproach, free from any indiscretions, gratuities or favors that would cast doubt or suspension upon him or herself or the administration and refrain from using his official position to advance personal interests or those of his/her friends.

3.3 Limitations on Council/Employee's Department and Activities

Council/Employees should be aware of the following limitations that affect them:

- A. Employees are expected to exhibit conduct on and off duty that reflects favorably upon OVK. Use of intoxicants or illegal drugs on or off the premises during working hours, including the luncheon period, will not be tolerated and will be grounds for immediate dismissal.

Off duty conduct which adversely affects the employer-employee relationship, which adversely affects the employee's relationship with the fellow staff, which adversely affects OVK programs/services, or which harms OVK, will be grounds for dismissal.
- B. Council/Employees shall maintain the confidentiality of information received from all clients. This important point must be strictly maintained due to legal restrictions of certain information and the importance of keeping the trust of the client(s).
- C. OVK is not responsible or accountable for loss or theft of personal property of employees or Council.
- D. OVK is not responsible for injuries or losses except those directly related to assigned work duties and during scheduled work time. This responsibility for work related injuries shall be limited to coverage under Worker's Compensation insurance required by law for OVK to carry for its employees.
- E. Council/Employees shall be held accountable for loss of OVK money or property for which they are responsible, when the loss is due to negligence or carelessness.
- F. All official correspondence of OVK shall be conducted and received in its offices and not the personal address of Council or employees.
- G. An employee may not make public statements, disclosures, or utterances as an official spokesman of OVK without the prior written clearance from the Executive Director.
- H. No Council/employee shall engage in conduct that reflects discredit on OVK or seek to interfere with the functioning of any office of OVK.

This includes efforts to promote factionalism or discord between individuals, or groups, or to impair seriously the effectiveness of any employee, official or office, lower the prestige of the administration strained relations between the employees or between employees and members of employee families.
- I. No employee/Council shall drive an OVK vehicle or personal/other vehicle on OVK business without having possession of a valid Alaska Driver's License.
- J. Business transactions with vendors, contractors and other third-parties shall be transacted free from offers or solicitations of gifts and favors or other improper inducements in exchange for influence or assistance in a transaction

DISCIPLINARY ACTION (Page 21 of OVK Personnel Policies)

- 1.1 Disciplinary action as used here primarily refers to verbal warnings, formal reprimands, suspension, and dismissal from employment/Council seat. Such action can only be implemented by the Executive Director in regard to employees and the IRA Council President/Council in regard to the

Council members. Whenever an employee/Council commits an offense of OVK policy and formal disciplinary action is deemed necessary by OVK management, it shall be implemented in the steps listed below by the supervisor/management and/or the Executive Director/OVK Council.

- A. The supervisor/management and/or the Executive Director/Council will give a verbal warning to any employee/Council who is not in compliance with OVK Personnel or other general policies. That employee/Council is then expected to take immediate action to comply with the Personnel Policies or be subject to further disciplinary action.
- B. The Executive Director/Council will give a second warning in written format to an employee/Council who is not in compliance with the IRA Personnel Policies, accompanied by a written evaluation of that employee, outlining the reasons for the disciplinary action.
- C. The Executive Director/Council will give a second written warning to any employee/Council who has not complied with that employee's/Council's first written warning. The second written warning will be accompanied by a formal reprimand which will be suspension from work, up to but not to exceed 10 working days, which will be approved LWOP. After that employee returns to work he/she will be given 30 days probation, during which the employee will be expected to comply with the OVK Personnel or other general policies or be subject to dismissal from employment/Council chair.
- D. Should the Executive/Council give the third written warning to any employee/Council who has not complied with the OVK personnel or other general policies, that employee/Council will be subject to immediate dismissal from employment/seat on Council. The employee's supervisor, Executive Director, and/or the IRA Council President/Council will give the written evaluation and a notice of dismissal, with separation date to the employee being dismissed from employment/Council. Any employee/Council being dismissed has the right to file a grievance. Any such grievance will follow the grievance procedures contained in these OVK Personnel Policies.

It should be emphasized again, that the Executive Director/Council is not required to go through all of the steps involved in this disciplinary procedure. Discipline may begin at any step in the procedure depending on the seriousness of the offense committed. Any discipline administered by the Executive Director/Council should be commensurate of proportionate to the offense committed. In addition, the Executive Director/Council may repeat any of the first three steps of this procedure when he/she feels it is necessary, so long as the discipline is equal to the offense committed.

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 System for Award Management (SAM)

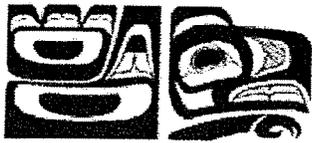
CCR Registration

Not to be used as certifications and representations. See [QRCA](#) for official certification.
[Send To Printer](#)

Registration Status: Active in CCR; Registration valid until 06/29/2012.
DUNS: [REDACTED]
DUNS PLUS4: [REDACTED]
CAGE/NCAGE: [REDACTED]
Legal Business Name: ORGANIZED VILLAGE OF KAKE
Doing Business As (DBA): KEEX-KWAAN
TIN/EIN: [REDACTED]
SSN: [REDACTED]
Division Name:
Division Number:
Company URL:

Physical Street Address 1: 541 KEKU RD
Physical Street Address 2:
Physical City: KAKE
Physical State: AK
Physical Foreign Province:
Physical Zip/Postal Code: 99830-0316
Physical Country: USA

Mailing Name: ORGANIZED VILLAGE OF KAKE
Mailing Street Address 1: PO BOX 316
Mailing Street Address 2:
Mailing City: KAKE



Organized Village of Kake

P.O. Box 316

Kake, Alaska 99830-0316

Telephone 907-785-6471

Fax 907-785-4902 / www.KakeFirstNation.org

(Federally Recognized Tribal Government serving the Kake, Alaska area)



March 11, 2013

Department of Housing and Urban Development
Office of Native American Programs
3000 C Street Ste 401
Anchorage AK 99503

Re: ICDBG Application CFDA 14.862
KAKE SENIOR Community Facility

Dear Grant Review Committee,

The Organized Village of Kake submits this letter to demonstrate evidence of commitment with Tlingit Haida Regional Housing Authority to construct the community facility proposed for ICDBG funding.

The Organized Village of Kake is willing and able to participate through our application of ICDBG funding for this important community facility that will serve a limited clientele of low-to-moderate income beneficiaries who reside in Kake, Alaska. The Organized Village of Kake is committed to administering and monitoring ICDBG grant funding that will be dedicated to the community facility.

The Organized Village of Kake is the federally recognized governing body of tribal citizens from Kake, Alaska. The Organized Village of Kake seeks opportunities that benefit the safety, health, and wellbeing of its tribal citizens.

Many of our tribal citizens have benefited from the existing services provided at the senior apartments, however, there is not sufficient space or a conducive environment to serve all Tribal citizens at the existing facility that is inadequate with limited space. We believe that the most economic and safe way to provide services to our Tribal citizens and low-to-moderate income beneficiaries is by constructing a community facility within the existing senior low-rent apartment building, by taking this approach we will realize considerable cost savings.

The new community facility will fulfill a critical need that addresses the need for space to provide the senior lunch program to all eligible LMI beneficiaries who reside in Kake. The ICDBG request for funding meets the Organized Village of Kake's mission and will provide a needed service for our Tribal citizens and additionally enhance the viability of Kake and quality of life for seniors with the ability to age in their home community.

Sincerely,

Gary Williams
Executive Director

CERTIFICATE OF OWNERSHIP AND DEDICATION

I hereby certify that the City of Kake is the owner of the property shown and described herein as the extension of Third Avenue, and that the City Council of the City of Kake adopts this plan of subdivision with its free consent and that the said street is for public use. I further certify that the City of Kake has approved the plat shown herein by resolution and that said plat has been approved for recording in the office of the District Recorder.

Attest: *Alfred de Chigny*
Mayor

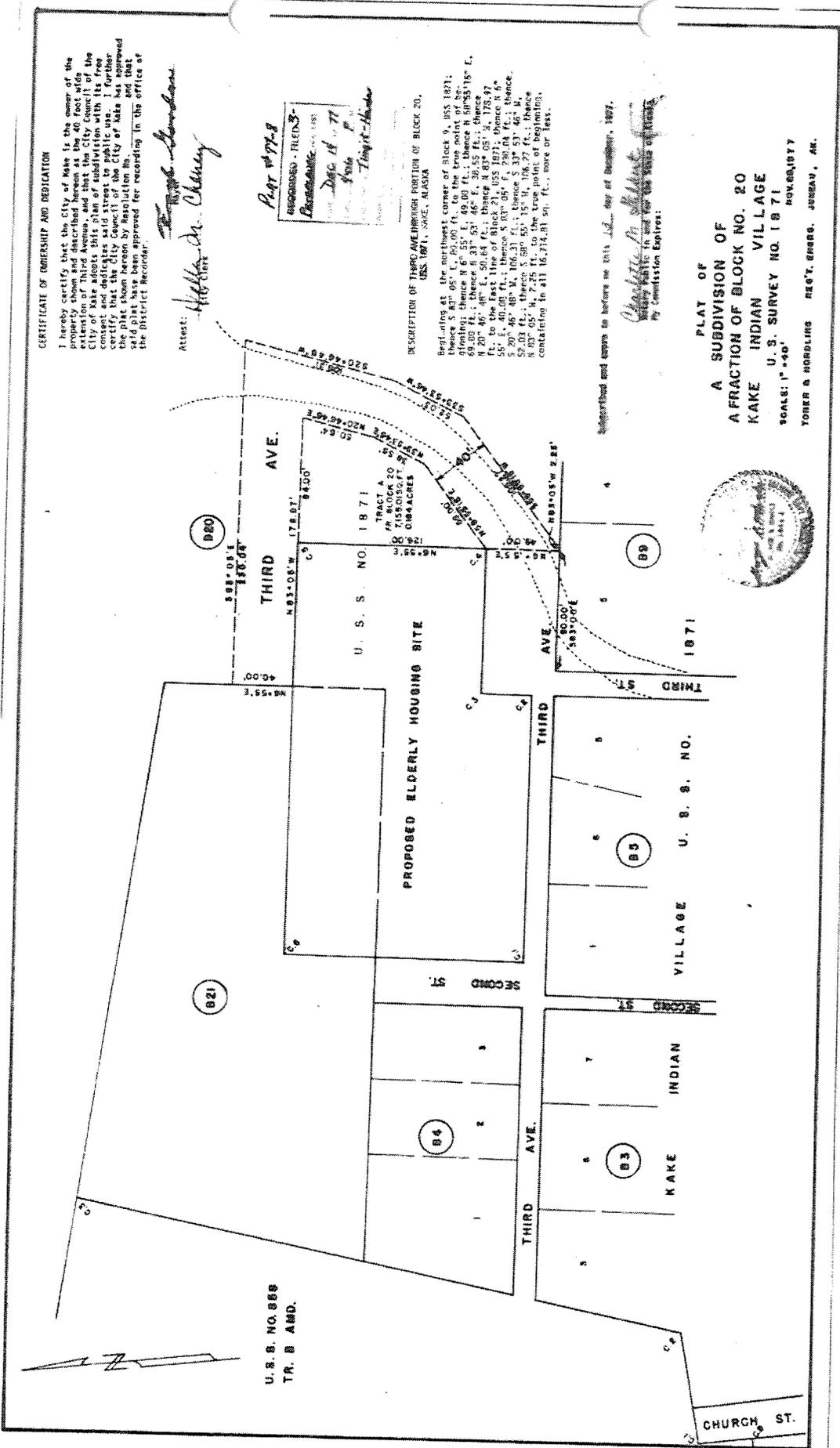
PLAT # 197-3
 RECORDED - FILED IN
 DISTRICT REC. OFFICE
 DATE *Dec 11 1971*
 BY *John P. ...*
Tringit-Haska

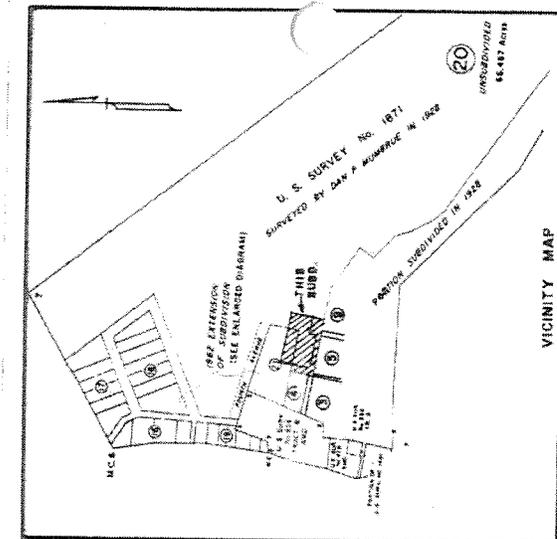
DESCRIPTION OF THIRD AVENUE THROUGH PORTION OF BLOCK 20, U.S.S. NO. 1871, KAKE, ALASKA

beginning at the northwest corner of Block 9, U.S.S. 1871; thence N 65° 55' 00" E, 100.00 ft. to the true point of beginning; thence N 65° 55' 00" E, 100.00 ft.; thence N 20° 46' 48" E, 50.84 ft.; thence N 87° 05' 30" E, 175.97 ft.; to the east line of Block 21, U.S.S. 1871; thence N 6° 55' 00" E, 100.00 ft.; thence S 83° 05' 15" W, 100.00 ft.; thence S 83° 05' 15" W, 7.25 ft. to the true point of beginning, containing in all 16,714.81 sq. ft., more or less.

Subscribed and sworn to before me this *11* day of December, 1971.
Charles D. ...
 My Commission Expires:

PLAY OF
 A SUBDIVISION OF
 A FRACTION OF BLOCK NO. 20
 KAKE INDIAN VILLAGE
 U.S.S. SURVEY NO. 1871
 SCALE: 1" = 40'
 TONER & MORRIS REG'T. ENGINEERS, JUNEAU, AK.





VICINITY MAP

CERTIFICATE OF OWNERSHIP AND DEDICATION

I hereby certify that the City of Kake is the owner of the property shown and described herein as the extensions of Third Avenue and Second Street and that the City Council of the City of Kake adopts this plan with its free consent and dedicates said streets to public use. I further certify that the City Council of the City of Kake has approved the plat hereon by resolution and that said plat has been approved for recording in the office of the District Recorder.

Attest: *Charles P. ...*
City Clerk

Subscribed and sworn to before me this 12 day of December, 1977.

Charles P. ...
Notary Public for the State of Alaska
By Commission Expires.

PLAT OF

**PROPOSED ELDERLY HOUSING SITE
KAKE
ALASKA
SUBDIVISION OF FRACTIONS OF BLOCK 20821
U. S. SURVEY NO. 1871**

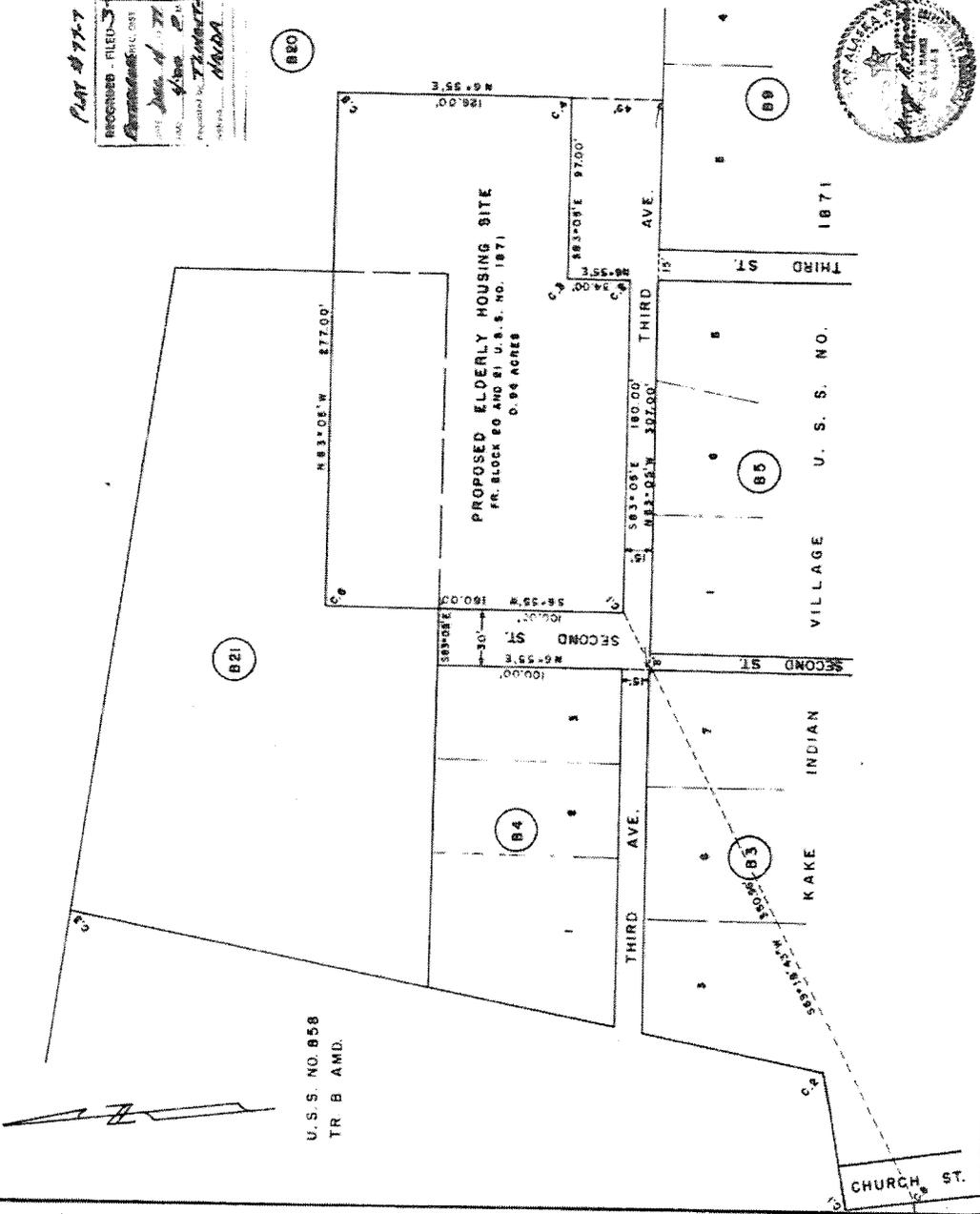
SCALE: 1"=40'
TOMER & HORDLING REG'T. ENGRS. JOURNAL, AK.
NOV. 3, 1977

PLAT # 77-7
RECORDED - FILED
JUNE 14 1977
Proposed by: **TRANKS**
MAIDA

(B20)

(B21)

PROPOSED ELDERLY HOUSING SITE
FR. BLOCK 80 AND 81 U. S. NO. 1871
0.94 ACRES




 Alaska Department of Natural Resources
Recorder's Office

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In District: 110 - PETERSBURG

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Document Year: 1982 Number: 000112 Suf: 0	District: 110 - PETERSBURG
Date Recorded: 01/28/1982 Time: 03:04PM Book: 15 Page: 172 Pages: 1	
Index: D - DEEDS	
Desc: DEED	
Grantor - TLINGIT-HAIDA HOUSING DEVELOPMENT CORPORATION	
Grantee - TLINGIT HAIDA REGIONAL HOUSING AUTHORITY	
Location: Lot: 20	Survey: 1871
Additional Information: UNSUBDIVED POR. BLOCK 20	
Location: Lot: 21	Survey: 1871
Additional Information: UNSUBDIVED POR. BLOCK 21	

All information has been displayed

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Last updated on 01/01/2012.

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Department of Natural Resources
 550 W. 7th Ave, Suite 1250, Anchorage, AK 99501-3557
 Phone: 907-269-8400 || Fax: 907-269-8901 || TTY: 907-269-8411

State of Alaska 2012-01-01

TRANS. JUNEAU

15 JAN 1982

Kake

DEED

The grantor, the Tlingit-Haida Housing Development Corporation, a non-profit corporation under the laws of the State of Alaska and principally located in Juneau, Alaska, for and in consideration of ten dollars (\$10.00) in hand paid, conveys and warrants to the Tlingit-Haida Regional Housing Authority, the following described real estate, located in the State of Alaska:

811 W. 12TH JUNEAU, AK, 99801

A fraction of unsubdivided Blocks 20 and 21, U.S. Survey 1871, Petersburg Recording District, First Judicial District, State of Alaska, more particularly described as follows:

BEGINNING at Corner No. 1, a point from which Corner No. 8, USS 858, a G.L.O. Monument, bears S 69° 18' 43" W a distance of 350.96'; THENCE S 83° 05' E 180.0' to Corner No. 2; THENCE N 6° 55' E 34.0' to Corner No. 3; THENCE S 83° 05' E 97.0' to Corner No. 4; THENCE N 6° 55' E 126.0' to Corner No. 5; THENCE N 83° 05' W 277.0' to Corner No. 6; THENCE S 6° 55' W 160' to Corner No. 1, the point of beginning.

82-0112

8.00

Date this 15 day of January, 1982

JAN 28 3 04 PM '82 BY KLM

Tlingit-Haida Development Corporation

By: John Hope

Title: PRESIDENT

ATTEST:

By: Ronald R. Williams

Title: Secretary

ACKNOWLEDGMENT

State of Alaska)
First Judicial District) ss

On this 15 day of January, 1982, before the undersigned Notary Public, there personally appeared JOHN HOPE and DONALD R. WILLIAMS, known by me to be the President and Secretary, respectively, of the Tlingit-Haida Housing Development Corporation; and who acknowledged before me that each had signed the foregoing instrument in their respective capacity, as the free and voluntary act and deed of said Corporation, for the uses and purposes therein mentioned; and who acknowledged further that they were authorized to act in their indicated capacity by said Corporation.

Witness my hand and seal on the date first written above.



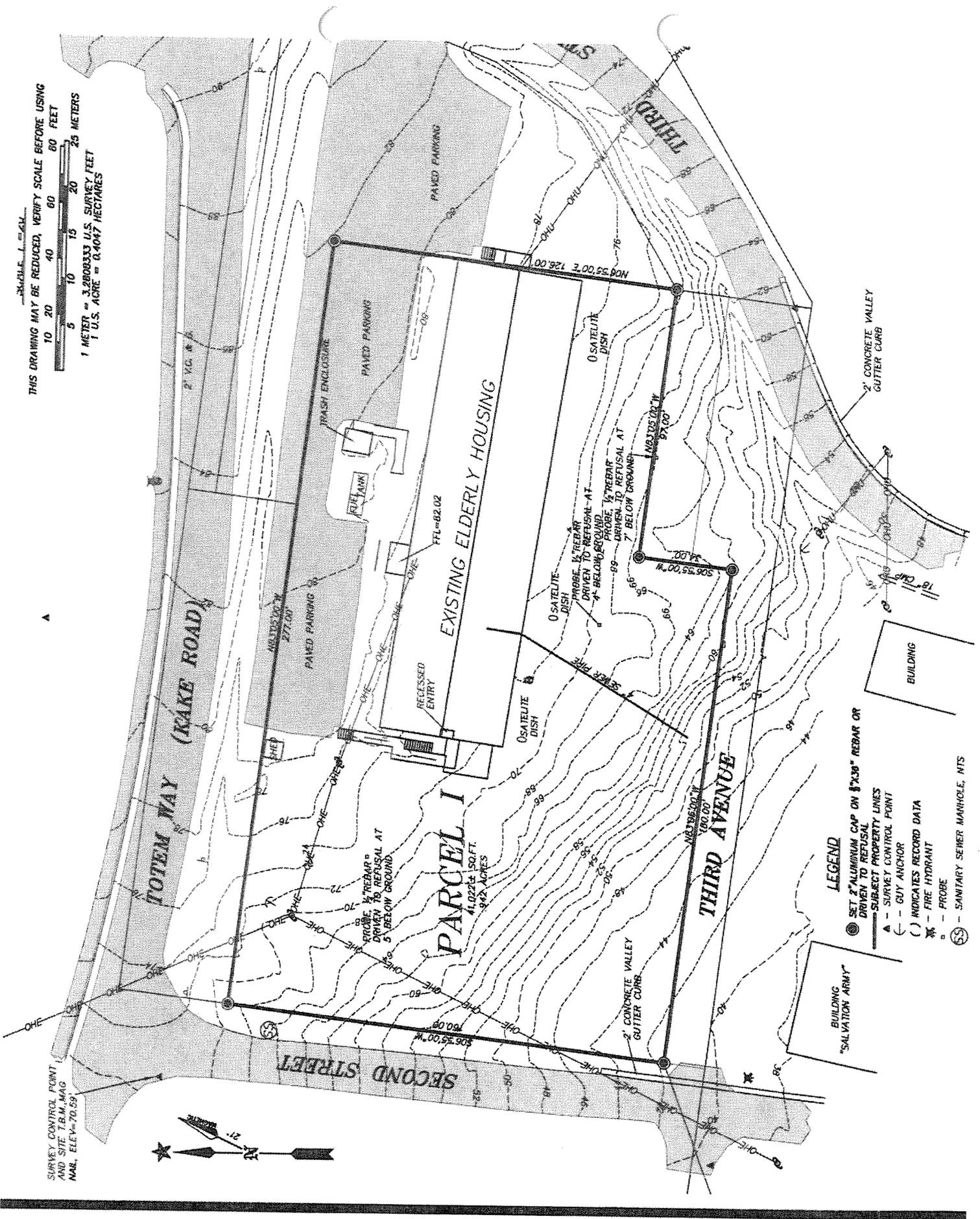
James D. Howard
Notary Public in and for the State of
Alaska. My Commission expires
Sept 4, 1984

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING

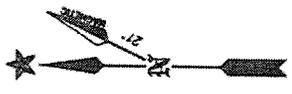
10 20 40 60 80 100 FEET

5 10 15 20 25 METERS

1 METER = 3.280833 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES



SURVEY CONTROL POINT AND SITE T.B.M., MAG MAR, ELEV. = 70.53'



- LEGEND**
- SET 2" ALUMINUM CAP ON 1/2"x3/8" REBAR OR DRIVEN TO REFUSAL
 - ▲ SURVEY CONTROL POINT
 - GUY ANCHOR
 - () INDICATES RECORD DATA
 - ⋈ FIRE HYDRANT
 - PROBE
 - ⊕ SANITARY SEWER MANHOLE, NTS