

**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): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text" value="10/24/2022"/>	4. Applicant Identifier: <input type="text"/>
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5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
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**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text" value="CA"/>
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**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="REDACTED"/>	* c. UEI: <input type="text" value="REDACTED"/>
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**d. Address:**

* Street1:	<input type="text" value="REDACTED"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="REDACTED"/>
County/Parish:	<input type="text" value="REDACTED"/>
* State:	<input type="text" value="REDACTED"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="REDACTED"/>

**e. Organizational Unit:**

Department Name: <input type="text" value="Education Department"/>	Division Name: <input type="text"/>
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**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: <input type="text"/>	* First Name: <input type="text" value="Elizabeth"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Lincoln"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="REDACTED"/>	Fax Number: <input type="text"/>
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\* Email:

**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-6600-N-23

\* Title:

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

**13. Competition Identification Number:**

FR-6600-N-23

Title:

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

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

Add Attachment

Delete Attachment

View Attachment

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

Big Valley Band of Pomo Indians ICDBG FY 2022 - Education Building

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,823,899.00"/>
* b. Applicant	<input type="text" value="608,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="2,431,899.00"/>

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

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

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

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

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

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, 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:

# Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Number: 2510-0011  
Expiration Date: 08/31/2022

Applicant/Recipient Information

\*UEI:

\* Report Type:

INITIAL

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

\* Applicant Name:

Big Valley Band of Pomo Indians

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

USA: UNITED STATES

\* Phone:

2. Social Security Number or Employer ID Number:

\* 3. HUD Program Name:

Indian Community Development Block Grant Program

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

1,823,899.00

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

\* Project Name:

Big Valley Band of Pomo Indians ICDBG2022 Education Building

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

USA: UNITED STATES

## Part I Threshold Determinations

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

Yes

No

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

Yes

No

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

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

Form HUD-2880 (3/99)

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**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.

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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:

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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:

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(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

**Part III Interested Parties. You must disclose:**

**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)



## Big Valley Band of Pomo Indians

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### RESOLUTION NO. 10-19-2022-02

#### **BIG VALLEY BAND OF POMO INDIANS SUBMITTAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR INDIAN TRIBES FY 2022 APPLICATION, PROOF OF CITIZEN PARTICIPATION, FIRM COMMITMENT DOCUMENTATION, AND OPERATION AND MAINTENANCE PLAN**

**WHEREAS**, the Big Valley Band of Pomo Indians of the Big Valley Rancheria (Tribe) is a Federally Recognized Tribe, with the inherent sovereignty to make its own laws, and be governed by them; and

**WHEREAS**, The Tribe is governed pursuant to a Constitution and By-Laws approved by the Secretary of the Interior under the Indian Re-Organization Act of 1936 (IRA); and

**WHEREAS**, under the Tribes IRA Constitution, the General Community Council, composed of all qualified voting members of the Tribe, is the governing body of the Tribe; and

**WHEREAS**, the elected officers of the Tribe are the Chairman, Vice-Chairman, Secretary, and Treasurer and they comprise the Tribal Business Committee, with such powers as are delegated to it by the General Community Council through its resolution 03-01-97-01; and

**WHEREAS**, the Tribal Business Committee of the Big Valley Band of Pomo Indians is committed to protecting and preserving the interests of the Tribal membership; and

**WHEREAS**, the Big Valley Rancheria Band of Pomo Indians has held special meetings and the Big Valley Tribal Community participated in establishing critical priorities for the Housing and Urban Development, Indian Community Development Block Grant; and

**WHEREAS**, the Big Valley Band of Pomo Indians Tribal Community during a special meeting established a critical need for a Big Valley Education Center; and

**WHEREAS**, the Big Valley Rancheria Band of Pomo Indians has published notice pursuant to and in accordance with 24 CFR 1003.604 (Citizen Participation) and on October 4, 2022 held a community meeting, and:

- a. Community members were furnished information concerning the amounts of funds available for proposed community development and activities and the range of activities that may be undertaken; and
- b. The meeting was held in order to obtain the views of community members on community development and housing needs and the meeting was scheduled in a manner that allowed participation by community members; and

**RESOLUTION NO. 10-19-2022-02**  
**BIG VALLEY BAND OF POMO INDIANS SUBMITTAL OF THE COMMUNITY DEVELOPMENT**  
**BLOCK GRANT PROGRAM FOR INDIAN TRIBES FY 2022 APPLICATION, PROOF OF CITIZEN**  
**PARTICIPATION, FIRM COMMITMENT DOCUMENTATION, AND OPERATION AND**  
**MAINTENANCE PLAN**

- c. A community development statement was published in a manner to afford affected community members an opportunity to examine its contents and submit comments; and
- d. Community members were afforded an opportunity to review and comment on Big Valley's performance under any active community development block grant; and
- e. All comments and views expressed by community members have been considered and the application has been modified accordingly; and
- f. The modified application has been made available to the community members; and

**WHEREAS**, the Big Valley Rancheria Band of Pomo Indians requests assistance in the amount of \$1,823,919 from HUD ICDBG FY 2022 funding for the Big Valley Education Center and the Tribe will contribute a match in tribal government funds the amount of \$608,000 for a total budget of \$2,431,919.00 in accordance with the attached application; and

**WHEREAS**, the Big Valley Rancheria Band of Pomo Indians formally certifies that it has adopted an Operations and Maintenance Plan for the Big Valley Education Center, including but not limited to daily, weekly, and annual maintenance; prompt repair and damages; to maintain casualty and liability insurance coverage; a capital reserve fund; and to make all investments to keep the facility in safe operable condition; and the Tribe will commit the necessary funding to implement the Operation and Maintenance Plan; and

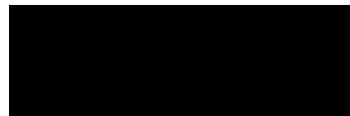
**NOW THEREFORE BE IT RESOLVED**, that the Big Valley Rancheria Band of Pomo Indians hereby approves and adopts an Operation and Maintenance Plan to provide for the necessary operation and maintenance for the ICDBG funded Big Valley Education Center and commits a total of \$85,481.53 (over a five-year period) to provide all annual operations and maintenance funding necessary; and

**BE IT FURTHER RESOLVED THAT**, the Business Committee of the Big Valley Band of Pomo Indians of the Big Valley Rancheria hereby formally commits and sets aside a 25% match for the Big Valley Education Center, and commits tribal government funds (non- federal funding) in the amount of \$608,000; and

**BE IT FURTHER RESOLVED THAT**, Big Valley Rancheria Band of Pomo Indians has published notice pursuant to and in accordance with 24 CFR 1003.604 and received public comment on and input from the Big Valley Tribal Community as part of the ICDBG planning process, and has fulfilled all Citizen Participation requirements; and

**BE IT FINALLY RESOLVED**, the Big Valley Band of Pomo Indians of the Big Valley Rancheria hereby approves for submission the HUD FY 2022 Indian Community Block Grant Program application.

**CERTIFICATION**, The signatures below certify that the above resolution was adopted at a duly called meeting, at which quorum was established on October 19, 2022, by a vote of 3 FOR, 0 OPPOSED and 0 ABSTAINING.


# 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. 9/30/2021)

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)	2. Application/Grant Number (to be assigned by HUD)	3. <input type="checkbox"/> Original (First submission to HUD) <input type="checkbox"/> Pre-Award Submission <input type="checkbox"/> Amendment (submitted after grant approval)	Date (mm/dd/yyyy)						
4. Name of Project (as shown on form HUD-4123, item 4)	5. Period of Performance Start Date (mm/dd/yyyy)	Period of Performance End Date (mm/dd/yyyy)	Expected Close Out Date (mm/dd/yyyy)						
6. Environmental Review Status <input type="checkbox"/> <b>Exempt</b> (As described in 24 CFR 58.34) <input type="checkbox"/> <b>Under Review</b> (Review underway; findings not yet made) <input type="checkbox"/> <b>Finding of No Significant Impact</b> (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)  <input type="checkbox"/> <b>EIS Required</b> (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37) <input type="checkbox"/> <b>Not Started</b> (Review not yet begun) <input type="checkbox"/> <b>Certification</b> (Environmental review completed; certification and request for release of funds being prepared for submission.) <input type="checkbox"/> <b>Categorically Excluded</b> (as described in 24 CFR 58.35)			7. Tribal Fiscal Year (mm/dd/yyyy)						
8. Task List (List tasks such as environmental assessment, acquisition, etc.)	9. Schedule. Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.								
	<div style="display: flex; justify-content: space-around;"> <span>CY</span> <span>CY</span> </div>								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.	
10. <b>Planned Drawdowns by Quarter</b> (Enter amounts non-cumulatively)	\$	\$	\$	\$	\$	\$	\$	\$	\$Total
11. <b>Cumulative Drawdown</b> (If more than one page, enter total on last page only)	\$	\$	\$	\$	\$	\$	\$	\$	\$Total

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

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

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

**NOTE:** Within 90 days of project completion, the grantee shall submit to the Area ONAP a copy of the final status and evaluation report described in §1003.506(a) and a completed Financial Status Report (SF-425). If acceptable reports are not submitted, an audit of the grantee's program activities may be conducted by HUD.

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Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

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#### **Instructions for Item 4.**

Project Name and Project Category

#### **Column 4.a :**

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

- Housing
- Community Facilities
- Economic Development

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

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

#### **Housing**

##### **Rehabilitation Component**

- Rehabilitation
- Demolition

##### **Land to Support New Housing Component**

##### **New Housing Construction Component**

#### **Community Facilities**

##### **Infrastructure Component**

- Water
- Sewer
- Roads and Streets
- Storm Sewers

##### **Buildings Component**

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

#### **Economic Development**

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

**Column 4.b :** Enter the amount of ICDBG funds planned for the project.

**Column 4.c :** Enter the amount of other Federal funds planned for the project.

**Column 4.d :** Enter the amount of non-Federal funds planned for the project.

**Big Valley Band of Pomo Indians Community Development  
Block Grant Program for Indian Tribes FY 2022  
BUDGET NARRATIVE: COMMUNITY FACILITIES PROJECT**

<b>CATEGORY/ITEM DESCRIPTION</b>	<b>CALCULATION AND JUSTIFICATION</b>	<b>Totals</b>
<b>CONTRACTUAL</b>		\$2,343,625
Architectural Design and Engineering	Architectural and Engineering Design- \$45,000	
Construction	Job start and mobilization (\$3,500); Temporary power (\$2,000); Temporary toilet (\$3,500); Erosion control (\$2,500); Excavation/compaction (\$25,000); Final grading (\$12,000); Patio materials (\$13,500); Patio labor (\$14,000); Sidewalk materials (\$6,500); Sidewalk labor (\$7,000); Concrete pumping (\$5,600); Underground materials (\$12,500); Underground labor (\$4,500); Concrete pumping (\$6,500); Foundation materials (\$25,000); Foundation labor (\$65,000); Backfill materials (\$12,500); Backfill labor (\$5,200); Concrete foundation (\$25,000); Waterproofing material (\$650); Drainage material (\$3,500); Drainage labor (\$3,500); Materials-framing (\$140,000); Materials- trusses (\$45,000); Framing labor (\$112,000); Gutters and downspouts (\$6,200); Rough plumbing (\$125,000); Walk in and dry storage (\$25,000); Light fixtures (\$16,500); Exterior doors (\$65,000); Door hardware and locks (\$12,000); Other exterior doors (\$5,800); Siding (\$21,000); Siding labor (\$35,000); Windows (\$35,000); Bath hardware (\$15,000); Interior doors (\$11,000); Interior trim (\$14,000); Interior trim labor (\$26,000); Window blinds (\$9,600); Exterior painting (\$17,000); Interior painting (\$16,000); Cabinets (\$35,000); Countertop material (\$15,600); Countertop installation (\$850); Cabinet hardware (\$500); Bathroom hardware (\$3,500); Bathroom partitions (\$7,500); ADA items (\$3,600); Fire suppression system (\$11,500); Appliance installation (\$15,000); Appliance allowance (\$45,000); Epoxy flooring kitchen (\$10,500); Building clean up subcontract and labor (\$7,700) Dump fees (\$3,500) Total: \$1,170,800 plus overhead and profit for contractor awards - 15% overhead (contractor costs) and 10% profit (contractor costs at industry standard) Total = \$468,725	
Construction Management	Through procurement process, the Tribe will contract for Construction Management services to provide the following: supervising construction activities; directing construction operations; attending bi-monthly team meetings; alerting Director immediately when corrective action is required; reviewing all work performed by contractors; recommending payment when work is satisfactory; reviewing and recommending any required change orders; on-site management until project completion (including punch list). \$90,000	
Driveway Subcontract/Rough Grading Subcontract/ Fencing Subcontract	Driveway Subcontract (\$35,000); Rough grading subcontract (\$35,000); Fencing subcontract (\$14,500) Total- \$84,5000	
Landscaping Subcontract/ Underground Utility Subcontract/ Footing Subcontract	Landscaping subcontract (\$42,000); Underground utilities subcontractor (\$26,000); Footing Subcontractor (\$5,600) Total: \$73,600	
Gas Subcontract/ Structural Steel Subcontract/ Roofing Subcontract	Gas subcontractor (\$1,500); Structural steel subcontract (\$12,500); Roofing subcontract (\$43,000) Total: \$57,000	
HVAC subcontract/ Insulation subcontract/ Drywall Subcontract/ VCT Flooring Subcontract	HVAC Subcontract (\$65,000); Insulation Subcontract (\$23,000); Drywall Subcontract (\$65,000); VCT Flooring Subcontract (\$44,000) Total: \$197,000	
Fire Sprinklers Subcontract/ Electrical Subcontract	Fire Sprinklers subcontract (\$72,000); Electrical subcontract (\$85,000) Total: \$157,000	
<b>ADMINISTRATION</b>	General Management and Oversight: Project Director \$45 an hour x 15 hours per month x 24 months = \$16,200 + \$4,860 (30% fringe benefits) = \$21,060; Project Manager \$35 an hour x 40 hours per month x 24 months = \$33,600 + \$10,080 (30% fringe benefits) = \$43,680; Fiscal Manager 10 hours per month x \$40 per hour x 24 months = \$9,600 + \$2,880 (30% fringe) = \$12,480 = Total= \$77,220	\$77,220
<b>INDIRECT COSTS</b>	Negotiated rate = 14.34% Total direct costs, less capital expenditures and passthrough funds. \$77,220 x 14.34% = \$11,074	\$11,074
<b>TOTAL PROJECT COSTS</b>		\$2,431,899
<b>FEDERAL AMOUNT REQUESTED:</b>		\$1,823,899
<b>APPLICANT ESTIMATED FUNDING:</b>		\$608,000
<b>TOTAL:</b>		\$2,431,899

## **Big Valley Band of Pomo Indians ICDBG FY 2022 One-Page Proposal Summary**

The Big Valley Band of Pomo Indians (Tribe) is a federally recognized Tribe located in California with 718 enrolled members. The Tribe is requesting ICDBG 2022 funding to develop a *Public Facilities and Improvements Project*: a new Big Valley Education Center.

Currently the Tribe conducts its after-school education activities in a modular. These services are run by the Education Department and include the Big Valley Boys & Girls' Club, assistance with homework, tutoring, and cultural classes. However, the modular has limited space and is not ADA compliant or energy efficient. This leads to overcrowding, health and safety issues, high energy bills, and lack of access for students with disabilities. The limited space restricts the number of students who can sign up for educational or cultural activities and restricts the number of educational or cultural activities the Education Department can provide. The result of this is that many of the community's youth are not being reached to engage in after school programs.

With ICDBG funding, the Tribe will hire a Construction Manager and construct a new larger Education Center that can meet the demands of the community. The new Education Center will at least double the number of youth being served and it will significantly increase the number of programs and activities on offer. In addition, it will provide space for youth between the ages of 18-24 to study and receive tutoring for their GED. Finally, it will be ADA compliant, meet all health and safety requirements, and will feature carbon reduction elements in its construction.

With this funding, the Tribe will be in position to help close the academic gap between our youth and their non-Native peers, and to enable them to successfully complete high school or attain GED certification. This in turn will be a critical factor in opening the door for Tribal members to secure gainful employment, to become economically self-sufficient, and to rise out of poverty. In addition, it will bolster the viability of the Big Valley community for many generations to come.

### **Subfactor 1. Capacity of the Applicant**

The Big Valley Band of Pomo Indians (Tribe) has successfully managed and implemented its grant funded programs for the last thirty-six years. Current Department of Housing and Urban Development (HUD) funding is being managed to aid in rental rehabilitation, rental unit management, tenant rental deposit assistance, safety and security enhancements, youth activities, and rehabilitation/demolition of substandard housing.

Ten Tribal departments provide vital social services to the Big Valley Community: Administration, Fiscal, Education, Social Services, Environmental, Tribal Member Services, Public Works, Tribal Historic Preservation Office, Economic Development, and Housing (Community Based Development Organization). The Tribe is currently in contract with federal, state, and private entities in the amount of twenty-five million dollars (\$25,000,000) with approximately thirteen and a half million dollars (\$13,500,000) remaining. Presently, the Tribe is under contract with the following agencies to administer grant funded programming: Bureau of Indian Affairs, Environmental Protection Agency, California Public Utilities Commission, Health and Human Services (HHS), Department of Justice, Office of Violence Against Women, SAMHSA, The Sierra Health Foundation, Center for Disease Control, HUD, California Department of Emergency Services, and HHS-Indian Health Services.

Below is a description of key staff that will administer and manage the proposed Project, as well as a description of the Tribe's plan for addressing existing gaps in its construction management experience. The Tribe has organized an experienced project team from existing staff, and will be contracting with highly qualified individuals, to ensure the managerial, technical, and administrative aspects of the ICDBG grant are implemented successfully.

#### **Subfactor 1.1 Managerial and Technical Staff**

***Team: Project Director: Elizabeth Lincoln, Big Valley Economic Development Director.***

*Roles and Responsibilities of Project Director:* The Project Director will develop project guidelines and provide project oversight for: implementation, budget, schedules, and monitoring for compliance. She will provide grant administration: ensuring compliance; submitting timely quarterly, yearly, and closeout reports; alerting the Financial Manager to upcoming financial reports; submitting timely closeout reports; and corresponding with HUD. The Project Director will ensure compliance with: contracts; tribal policies; tribal laws; tribal ordinances; licenses; and federal laws, regulations, guidelines, and requirements. She will oversee the procurement process and coordinate all aspects of the project, including planning, licensing, design, engineering, and implementation.

The Project Director will secure permits and approvals, including environmental reviews under the provisions of the National Environmental Protection Act (NEPA). She will meet with the core project team at least bi-monthly to discuss budget, timeline, progress, and issues. Furthermore, the Project Director will provide immediate corrective action when necessary.

*Recent, Relevant, and Successful Experience:* The Project Director has been the Economic Development Director for the Tribe since 2015. She has been managing grant funds and tribal programs successfully for the last twenty years, and currently manages approximately five million (\$5,000,000) in grant funds annually.

*Rehabilitation of the Big Valley Gym, 2020, Project Completed:* With \$560,000 of CARES Act funding she served as Project Director and oversaw the complete gutting and rehabilitation of the Tribal gymnasium, which included the following: new flooring; new kitchen; painting; 2,400 square foot storage addition with concrete floor; metal sheeting; washer dryer hookup; new bathrooms; renovated weight room with viewing window; repairs of the heating and cooling unit on the roof; new basketball court; etc. The Project Director oversaw planning, contractors, budget, and timeline. *Project Success:* Completed ahead of approved timeline six months after start date, and within budget. Currently serves as:

community center for two hundred fifty (250) people; location for delivery of goods and services for two hundred fifty (250) people; hosts about twenty five (25) community gatherings per year; hosts educational events daily (365 yearly) as well as approximately ten (10) special events yearly for youth; approximately forty (40) youth in Big Valley Boys and Girls Club (Boys and Girls Club) eat healthy meals (2 to 3 times a day) and engage in activities in this facility per day.

*Development of Elder Housing, 2022, Project near completion:* With \$1,600,000 of CARES Act funding, serves as Project Director for the development of six brand new tiny homes built on an acre of Tribal land. Project Director was responsible for project planning, overseeing the development of the acre of land, overseeing contractor's work, site prep, and delivery and hookups of tiny homes. Project is currently in the final stages and is waiting for electricity hookup. *Project Success:* Although the project is not yet complete, it is already considered a success as all the work on the Tribe's end has been completed on schedule and within budget. The project will be fully completed and occupied by November 2022. It will house up to twelve low to moderate income Big Valley elders. Program requirements include that in addition to being an elder, all tenants must be facing continuing economic issues and reside in an unsuitable environment.

*Development of Transitional Housing, 2020, Project Completed:* Served as Project Director for the renovation and rehabilitation of a four-bedroom house and garage for the purpose of being used as transitional housing. Project Director was responsible for project planning, overseeing budget, timeline, and contractors. *Project Success:* This project was completed on time and within budget. It is being used to shelter homeless people, and individuals coming out of rehabilitation. Six families facing hardships and homelessness have had the benefit of staying there (total of thirty people).

***Team: Project Manager, Kristen Amparo, Education Director, Big Valley***

*Roles/Responsibilities of Project Manager:* The Project Manager will assist the Project Director in developing project guidelines. She will act as the liaison between the Tribe and the contractors. She will assist the Project Director in providing administration and oversight services. She will meet at least bi-monthly with the Project Director to provide project updates and ensure grant compliance. She will assist in developing and implementing HUD property management best practices. She will review the project daily and alert the Project Director of any issues that need corrective action immediately.

*Recent, Relevant, and Successful Experience:* The Project Manager has been employed by the Tribe for seven years as Education Director. She currently manages approximately \$350,000 in grant funding (eight grant funded projects) and oversees six employees in her department. She is responsible for grant management, including submittal of timely reports.

*Rehabilitation of the Big Valley Gym, 2020, Project Completed:* With CARES Act funding she served as Project Manager in the rehabilitation of the Tribal gymnasium and acted as the liaison between the Tribe and the contractors. She assisted the Project Director in providing administration and oversight services. She met bi-monthly with the Project Director to provide project updates and ensured grant compliance. She alerted the Project Director immediately of any issues that needed corrective action. *Project Success:* Completed ahead of approved timeline six months after start date, and within budget. It was opened to the community in 2020 and operates as a community center for two hundred fifty (250) people.

***Team: Finance Manager, Maria Tejada, Financial Controller, Big Valley***

*Roles/Responsibilities of the Finance Manager:* The Finance Manager will adhere to financial reporting requirements. She is responsible for accounting of all grant funds and complying with financial grant policies. She will make grant drawdowns based on approved program

expenditures and ensure timely audits are conducted. She will monitor the budget and alert Project Director immediately if corrective action is needed.

*Recent, Relevant, and Successful Experience:* The Fiscal Manager has over 10 years of experience in accounting and manages all aspects of the Fiscal Department, staff, and all grants accounting activity. She has experience in working with and mastering various financial accounting systems including procurement requirements related to the federal grants under her purview. She provides timely, accurate, and complete reporting for all aspects of her responsibilities as a Fiscal Manager. She has an excellent financial track record during their tenure with the Tribe. She has met financial reporting requirements in a timely manner for the numerous federally funded projects the Tribe administers. The Fiscal Manager is currently responsible for twenty-five million (\$25,000,000) in grants. In addition, she is responsible for all HUD financial reporting requirements.

Recently she has had financial oversight and management of the Elder Pandemic Housing \$1.6 Million project (2022), Gymnasium remodeling \$560,000 project (2020), and Transitional Housing project. All projects finished under budget and all financial reports were submitted in a timely fashion.

**Gaps in Capacity- Construction Manager:**

Currently the Tribe does not employ a Construction Manager, which is an essential position for this Project. Although current staff has experience and expertise in supporting tribal members and managing major projects, there is a gap in capacity in the direct technical management of construction projects. To address this gap, through the Tribe's formal written procurement process, the Tribe will contract with an outside firm to provide construction management for this Project (to be completed by month 5). The Construction Manager will bring extensive experience in developing and building projects similar in size and scope to the Education Center. They will help develop internal asset management policies and ensure the

Tribe's long-term success as the owner and manager of this new public building. Responsibilities will include supervising construction activities and directing construction operations of the Project to ensure it is completed safely, on time, and within budget. Requirements for the construction manager will include recent (within the last five years), relevant, and successful experience (met or exceeded benchmarks and timetables of past projects), of building facilities in Indian Country, building similar education facilities, and experience in working with Native American Tribes. In addition, they will be required to have experience with Universal Design Standards, green energy standards, green energy rating systems, and Energy Star practices and appliances.

### **Subfactor 1.2 Audit Submission**

A single audit submission was required for the last two audit periods for the Tribe. Both audits were submitted timely. The Tribe's 2020 audit was submitted timely based on the extension given by the federal government due to COVID.

### **Subfactor 1.3 Audit Findings**

HUD will rely on its on records to verify.

### **Subfactor 1.4 Procurement and Contract Management**

The Tribe has the administrative capacity to undertake the community development activities proposed, including the systems of internal control necessary to administer these activities effectively without fraud, waste, or mismanagement. The Tribe's procurement and contract management system meets all the requirements of *2 CFR part 200 and 24 CFR Part 1003*. The Tribe has a comprehensive Big Valley Band of Pomo Indians Fiscal and Procurement Policy that addresses all aspects of procurement and contract management, which is approved by Big Valley's Business Committee (Tribe's Governing Board). This policy adheres to all tribal, federal, state, local, and other applicable laws. The policies are consistent with the requirements and standards of *2 CFR Part 200.318-327* (including all recent

amendments) *and 24 CFR Part 1003*. These policies are followed by all employees for all purchases. The policies set out the following:

- ***Contractors:*** Staff maintains oversight over all work performed by contractors to ensure they perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Work performed by contractors is overseen by project directors and program directors. Purchase orders are first approved by the project directors, then approved by fiscal, and finally by tribal administration. All contracts for contractors are reviewed by legal, project directors, and tribal administration.
- ***Responsible Contractors:*** Before awarding a contract, tribal staff (project staff, administration, and legal) reviews the following: the proposed contractor's ability to perform the contract successfully; considers the contractor's integrity; compliance with public policy; record of past performance; and financial, administrative, and technical capability to perform contract work of the size and type involved within the time allotted. Contracts will not be offered to any contractor that has been debarred, suspended, prohibited, or restricted by the Federal government.
- ***Conflicts of Interest:*** The Tribe maintains a written code of standards of conduct governing the performance of employees engaged in the award and administration of contracts and which addresses conflicts of interest which is consistent with 24 CFR 1003.606. No employee who participates in the procurement process may gain personal or financial benefit from procurement decisions. Disciplinary actions for violation of conflicts of interest include suspension and termination.
- ***Maintenance of detailed records:*** The Tribe keeps detailed records including: rationale for the method of procurement; selection of contract type; contractor selection or rejection; and basis for contract price. These records will be maintained for a minimum throughout the life of the grant.

- ***Contracting with small and minority businesses, women’s business enterprises:*** Staff must take all necessary affirmative steps to ensure that minority businesses and women's business enterprises are used when possible. The Tribe keeps a solicitation list with all qualified small and minority businesses current. Those business are contacted when a qualified procurement is needed. The Tribe also, when economically feasible, divides project requirements into smaller tasks to permit maximum participation by small, minority businesses, and women’s businesses. Policies also specify to establish delivery schedules which encourage such participation. Staff are encouraged to contact the Small Business Administration and Minority Business Development Agency of the Department of Commerce if no small businesses, minority businesses, or women’s businesses are listed for specified projects.
- ***Labor surplus area firms:*** The Tribe’s procurement policies state to purchase federal excess and surplus property in lieu of new equipment and property when feasible to reduce project costs.
- ***Value engineering:*** The Tribe’s procurement policies specifies using value engineering clauses in contracts for large construction projects for cost reduction.
- ***Unnecessary and duplicative items:*** The Tribe has policies and procedures in place for review of all purchases to avoid unnecessary and duplicate items. All items that are purchased must be approved by the department head, fiscal, and tribal administration, in order to avoid the purchase of unnecessary and duplicative items.
- ***Settlement of Issues:*** The Tribe is the sole responsible party, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements.
- ***Competition.*** The Tribe’s Procurement Policy sets out that all procurement transactions for the acquisition of property or services must be in a manner providing full and open competition.

Staff ensures that prequalified lists of persons, firms, or products are current and include enough qualified sources to maximize open and free competition.

- ***Big Valley Methods of procurement:***

- The Tribe has written procedures for procurement transactions which incorporate a clear and accurate description of the technical requirements for the material product or service to be procured.
- Simplified Acquisition Threshold (SAT): When the value of the procurement for property or services does not exceed the simplified acquisition threshold, formal procurement methods are not required.
- Formal Procurement: when the value of the procurement or property exceeds the SAT, open and competitive bidding is required by the Tribe for all large purchases. Sealed bidding is required for construction contracts as pursuant to 200.320 (b).
- Noncompetitive procurement: there are only specific instances when the Tribe may engage in noncompetitive procurement: when the aggregate purchase amount does not exceed the micro-purchase threshold; the item is only available from a single source; after solicitation from a number of sources; or competition is determined to be inadequate.
- Public notice is given for procurement at least 10 days before a solicitation is issued; a minimum of 30 days for major construction contracts; and 15 days for other contracts shall be provided for preparation a submission of bids for proposals.
- Notice of all contract awards is made available to the public.
- The Tribe uses an evaluation model is used to take into consideration: education; experience; Indian Preference; and recent, relevant and successful work experience.
- Construction awards are made to the most responsive bidder offering the lowest price using a sealed bid process.

- **Bonding Requirements:** The Tribe ensures through written policies that the Federal interest is adequately protected through tribal bonding policies and requirements. For construction contracts exceeding the SAT, the minimum requirements are as follows: A bid guarantee from each bidder equivalent to five percent of the bid price; A performance bond on the part of the contractor for 100 percent of the contract price; A payment bond on the part of the contractor for 100 percent of the contract price.
- **Daily Transactions:** The Fiscal Department manages, maintains, and records all daily transactions that take place for the Tribe. The Financial Controller and staff maintain the accounting and records on a daily basis, tracking expenditures and obligations in the accounting system, monitoring acquisition activities, and maintaining receiving reports.
- **Cost analysis:** The Tribe performs a cost analysis with every procurement action in excess of the SAT including contract modifications. Policies require staff to make independent estimates before receiving bids or proposals; and negotiating profit as a separate element of the price for each contract in which there is no price competition.
- **Costs incurred:** policies set forth that all costs will be necessary, reasonable, and allocable; be in accordance with generally accepted accounting principles (GAAP); will be adequately documented; and will take place within the approved budget period.
- **Contracts and modification** will: be in writing; clearly specify the desired supplies, services, or construction; and will have a record of procurement including the selection of the contract type, the rationale for selecting or rejecting offers, and the basis of the contract price.
- **Federal awarding agency review:** The Tribe will make available, upon request of the Federal awarding agency, technical specifications on proposed procurements where the agency believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition.

- **Indian and Tribal Preference:** According to the Tribe’s policies, Indian preference shall be given in all the Tribe’s contracts and subcontracts, consistent with 24 CFR 1003.510. A two-step preference procedure is used by the Tribe, with preference and opportunities for training and employment given to Indians; and preference in the award of contracts and subcontracts given to Indian organizations and Indian-owned economic enterprises.

**Subfactor 1.5 Disbursements**

The Tribe is not a current ICDBG grantee.

**Subfactor 1.6 Timely Reporting**

HUD will utilize its own records to verify.

**Subfactor 1.7 Close-outs**

HUD will utilize its own records to verify.

**Subfactor 1.8 Monitoring Findings**

HUD will utilize its own records to verify.

**RATING FACTOR 2: Need/Extent of the Problem**

**Subfactor 2.1 Need and Viability**

The Big Valley Rancheria (Rancheria) is located in Lake County, Northern California. It is situated alongside the small, rural, agricultural city of Lakeport, which has a population of less than 5,000 people. According to the latest census data, Lake County is the third poorest county in California and is one of the poorest counties in the United States<sup>1</sup>. Approximately 17.5% of Lake County’s inhabitants live below the poverty line<sup>2</sup>. This is largely attributed to a very weak job market, as well as the Rancheria’s remote location.

Jobs in Lake County are traditionally found in low paying industries such as agriculture, forestry, and mining. The concentration of workers in the county is more than triple the

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<sup>1</sup> <https://www.usatoday.com/story/money/2019/01/25/poorest-counties-in-the-us-median-household-income/38870175/>

<sup>2</sup> <https://datausa.io/profile/geo/lake-county-ca>

comparable national concentration. This makes it extremely difficult to find well paid and stable employment. The Big Valley Rancheria has a score of 0.871 (out of 1) on the CDC's Social Vulnerability Index, which indicates a high level of vulnerability. In recent years Lake County has been ravaged by wildfires. Since 2012, half of the county has been destroyed. The fires have left the county devastated and even more desperate for funds, resources, and employment. As climate change accelerates, drought and wildfire will occur more often, instigating further challenges and hardships for the region.

The COVID pandemic has been devastating for the community of Big Valley. Tragic loss of life, sheltering in place, economic hardships, widespread unemployment, and continuing outbreaks have had detrimental impacts on the Big Valley community and its businesses. Comorbid conditions that worsen the health risks of COVID, such as heart disease, obesity, and diabetes, are more common in Native American communities due to colonization, long-standing societal and environmental factors, and impediments to healthcare access. Fear of contracting the virus have increased isolation and distance among community members, breaking down long-standing societal norms of community togetherness. This isolation has led to an increase in mental health and substance use disorder issues. A community needs assessment approximated that seventy percent (70%) of the community was suffering from substance use disorder (SUD) and/or recovering from SUD<sup>3</sup>. In addition, the Tribe has experienced high rates of suicide within its community<sup>4</sup>. On any given day, the population of the Tribe can rise to three thousand five hundred people (3,500), which includes residents, employees, visitors, and patrons.

### ***Big Valley Band of Pomo Indians General Statistics***

- Enrolled members: seven hundred and eighteen (718)

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<sup>3</sup> SAMSHA 2014 Community Needs Assessment of Big Valley Rancheria

<sup>4</sup> SAMSHA 2014 Community Needs Assessment of Big Valley Rancheria

- Four hundred eighty-two enrolled children (**482** under 18).
- Around four hundred and fifty (**450**) members and nonmembers live on the Rancheria.
- The Big Valley Rancheria covers approximately half (.5) a square mile (approximately 320 acres).
- Approximately ninety-eight (98) housing units.

**Project Need:** The scope of this Project was determined through several community meetings with the Big Valley Business Committee (governing body of the Tribe) and community members. In these community meetings, it was determined that the construction of the proposed Education Center (**Education Center**) has the highest priority need for the Big Valley community.

The Tribe is in critical need of expanded educational facilities, a need which has been exacerbated because of COVID. Currently the Tribal Education Department is located within a 2,160-foot modular unit (Education Building). All students, from kindergarten through high school age (approx. forty-five students daily), use this small modular to complete their homework, perform relaxation activities, and receive tutoring. The space is also used for activities for the Boys and Girls Club of the Big Valley Band of Pomo Indians (Boys and Girls Club). Additionally, the space has a supply room, office space for the education director, program assistance office (three staff sharing one office), mini-break room, library, living room, and an open space.

The open space serves as a classroom for forty-five students. The space has the capacity to house only twenty students. This causes unmanageable overcrowding and increases the risk of Covid infection spreading easily and rapidly among students and staff. In addition, the lack of space limits the number of students able to enroll in available programs and limits the number of programs the Tribe can provide. Also, youth between the ages of 18-24 studying for their high school GED's have limited opportunities to utilize the Education Center for studying

or tutoring as the space is usually occupied. The modular has two bathrooms; one for males, and one for females, and each bathroom only has one stall, meaning only two people can use the bathrooms at once. In addition, the Education Building is not ADA compliant, making it unsuitable for disabled students to attend activities.

The limited space of the Education Building poses many challenges to conducting safe and beneficial learning environments for the youth. Effective supervision is integral to creating environments that are safe and responsive to the needs of all children. It also helps to protect children from hazards or harm that may arise from their play and daily school routines. In addition, effective supervision enables educators to engage in meaningful interactions with children. There is an essential need to provide the youth a space for their education where they can be properly supervised and given all the guidance they require to get the most out of their educational experience.

The Tribe recognizes the need to adequately, and proactively, support academic success and achievement for its youth. The Tribe's youth require a high level of educational assistance to close the academic achievement gap between themselves and their non-Native peers, and to enable them to successfully complete high school or attain GED certification. The high school diploma is a critical factor in opening the door for Tribal members to secure gainful employment, to become economically self-sufficient, and to rise out of poverty.

The majority of the school-aged community children attend local schools in the Lakeport Unified School District. School-aged youth in the Tribe have high rates of truancy, tardiness, and disciplinary detentions. They frequently experience frustration with their studies which leads to poor academic achievement. The Education Department provides youth with tutoring, assistance with their homework, healthy after school activities, a comprehensive summertime program, and programming that supports the reclaiming of their linguistic and cultural heritage. They also offer a broad range of youth prevention and mentoring services, to

promote healthy decision-making, self-esteem, and a sense of pride in tribal traditions and tribal values. However, space in the current Education Building for these activities is limited, and the number of programs offered restricted. The Tribe is in critical need of a larger facility from which it can provide additional afterschool programs to more students in suitable spaces. Also, there is a need for extra space in the Education Center to allow for social distancing and better ventilation to mitigate against COVID infections. Also, expanded bathroom facilities is needed, with several stalls, for increased privacy and multi-person usage.

Furthermore, the Tribe currently does not have the required space to hold culturally relevant workshops and events for the Tribal youth. These classes are offered to help students connect with their culture and to help instill a sense of self. The new facility, with its increased square footage, will be utilized for cultural purposes and teaching of cultural skills such as dancing, regalia making, storytelling, and traditional uses of plants.

***Enhancing Community Viability:*** This Project will enhance viability of the community by improving access to education, mentoring, cultural, and leadership programs for the youth of low-and-moderate income community households. These programs are essential for: youth to secure future employment, a decent income, and acquire problem solving and life skills; improving the Big Valley economy; and for all tribal members to live a happy and prosperous life free of crime and substance use disorders. In addition, providing afterschool and summertime programs will allow parents to dedicate their valuable time to working, studying, or conducting other life activities that will further increase the productivity, contentment, and viability of the community.

### **Subfactor 2.2 Project Benefit**

#### **Subfactor 2.2.a Public Facility and Improvement Projects**

The statistics in <https://www.huduser.gov/portal/icdbg2022/home.html> indicate that the Tribe has an LMI population of 83.5%. This is the same figure quoted in the FY2019 Data

Update for LMI Area Benefit Designation. The Tribe believes this figure to be inaccurate. The 2020 COVID crisis has deepened the economic woes of the Big Valley community. In addition, historically Native Americans who live on reservations are at a high risk of being missed and underrepresented in the decennial census<sup>5</sup>. Therefore, the Tribe is submitting demographic data other than the Census, since generally available published data are substantially inaccurate or incomplete. The Tribe attained this data through randomized surveying in the service area. Data the Tribe is submitting has been collected systematically and is statistically reliable. The data, to the greatest extent feasible, is independently verifiable (*Please see attached Big Valley Project Benefit Income Survey (item 14) and Project Benefit List of incomes (item 13)*).

The sample size calculator by SurveyMonkey was used to establish the sample size (recommended by HUD in Demonstrating Area Benefit to LMI Persons webinar<sup>6</sup>). The Big Valley Rancheria is the location of our service area, with a population of 450 people. Using the population size of 450, it was calculated for a confidence value of 90% and a margin of error value of 10. The result indicated sixty (60) surveys were necessary for an accurate sample size. Methods of surveying were conducted based on available staff and the sample size needed. Casting a wide randomized net over the service area, and varying the times of day surveys were conducted, structured the surveying to avoid bias.

**Method:** The Tribe has a complete list of residents, addresses, and telephone numbers in the service area and randomized sampling was used. Extra families were added to replace refusals. The Tribe's Education Department and Social Services' Department facilitated the surveying and data collection. Community members were surveyed door-to-door on the Rancheria and in the Education Center. Surveyors travelled around the housing areas of the Rancheria and ensured the entire service area was represented. They also ensured respondents understood the

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<sup>5</sup> <https://www.ncai.org/policy-issues/economic-development-commerce/census>

<sup>6</sup> [https://www.youtube.com/watch?v=UW4Nqo11iOw&ab\\_channel=HUDchannel](https://www.youtube.com/watch?v=UW4Nqo11iOw&ab_channel=HUDchannel)

purpose of the survey, as well as all questions. Once the surveys were completed, the results were uploaded into an excel sheet. Then the HUDUSER INCOME LIMITS SUMMARY 2022<sup>7</sup> was utilized to establish the Low (80%) Income Limits for Lake County. Finally, the percentage of LMI households benefiting from the Project was calculated.

### **Results:**

1. Estimated total number of persons in the service area: **450**
2. Total number of families interviewed: **60**
3. Total number of families who are low- and moderate-income: **54**
4. Percentage of LMI families benefiting from this Project: **90%**

As a result of this survey, the Tribe has been able to conclude that **90%** of the Project beneficiaries are low to moderate income.

### **2.3 Connection to Tribal Youth**

The proposed Education Center will directly service the youth on and near the Big Valley Rancheria. It will be a dedicated space for the youth and its main purpose will be helping prepare them to be contributing members of the community by increasing access to developmental programs. The Education Center will host all of the youth departments and will be a main hub for youth activities. The Education Center will facilitate afterschool tutoring, library, computer lab, youth programs, youth leadership projects, culture classes, and education counseling services. It will also serve as the space for all activities for the Boys and Girls Club. Also, youth between the ages of 18-24 will use the Education Center to study for their GED's and will receive tutoring and career guidance here.

These programs play a critical role in decreasing truancy, supporting academic success, high school completion, increasing critical life skills, pursuing higher education, access to trades, and leadership opportunities. Participation in afterschool programs is associated with

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<sup>7</sup> <https://www.huduser.gov/portal/datasets/il/il2022/2022summary.odn>

improved social and behavioral outcomes, including gains in peer-to-peer social skills, prosocial behavior, engagement, intrinsic motivation, concentrated effort, positive states of mind, and better school participation<sup>8</sup>. Attending afterschool programs leads to improvement in class participation, better adjustment as young people to move to the next phase of schooling, increased school day attendance and participation, and reduced school dropout rates<sup>9</sup>.

A joint report from the *U.S. Department of Education* and *U.S. Department of Justice* shows that students in afterschool programs exhibit fewer behavioral problems, better ability to handle conflicts, and improved self-confidence. According to the [National Youth Violence Prevention Resource Center](#) students who spend no time in extracurricular activities, such as those offered in afterschool programs, are forty nine percent more likely to have used drugs and thirty seven percent more likely to become teen parents than are those students who spend one to four hours per week in extracurricular activities. The After School Alliance reported these stats on the success of afterschool programs: sixty-nine percent of students improve their homework completion and class participation; sixty-two percent of students improve their behavior in class; more than seventy percent of students build essential skills, such as perseverance and critical thinking.

In addition, cultural classes can build connectedness, model positive social norms and personal wellness. They can contribute to other positive outcomes such as a decrease in adolescent alcohol, tobacco, and substance use, delinquent and violent behavior, depression, and suicidal ideation, while increasing resilience and academic success. The expansion of available afterschool programs and cultural classes will have a far-reaching and dynamic effect on the youth of the community. It will help combat the detrimental issues of juvenile truancy and delinquency. This in turn will exponentially benefit the Big Valley community at large.

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<sup>8</sup> <https://www.air.org/sites/default/files/downloads/report/Social-and-Emotional-Development-Afterschool-Programs.pdf>

<sup>9</sup> Afterschool Alliance, 2015

Reportable output and outcome measure which is connected to tribal youth:

1a. **Output:** Expanded number of available educational programs for youth in the new Educational Center, servicing at least eighty youth instead of the current forty.

1b. **Outcome:** Increase in participation by community youth in educational programs.

**Measurement:** The Education Department will collate the sign-in sheets to track participation.

2a. **Output:** Expanded number of cultural, mentoring, and leadership programs offered to youth in the new Educational Center, servicing at least eighty youth from the current forty.

2b. **Outcome:** Increase in participation by community youth in cultural, mentoring, and leadership programs.

**Measurement:** The Education Department will collate the sign-in sheets to track participation.

**2.4 New and Unfunded Applicants**

The Tribe has not received an ICDBG award in recent years.

**2.5 Climate Change**

*EDUCATION CENTER: ADVANCE CARBON REDUCTION PROJECT*

*Energy efficiency improvements:*

**Energy Star appliances:** The Tribe commits to installing Energy Star appliances in the new Education Center. Energy Star appliances use less energy than standard appliances. They meet strict energy efficiency criteria set by the U.S. EPA or the U.S. Department of Energy. Since they use less energy, these products reduce electricity bills and help protect the environment by causing fewer harmful emissions from power plants.

**Energy efficient HVAC heating and cooling system:** The Tribe will install an energy efficient HVAC system for this Project. This will have a positive environmental impact as energy efficient systems use less electricity and burn less fuel than older systems. As a result, there is less reliance on carbon-intensive power plants, less carbon dioxide emissions, and more conservation of natural resources. In addition, an efficient HVAC system will reduce monthly

energy bills. Energy Star certified heating and cooling equipment can yield annual energy bill savings of 10-30%<sup>10</sup>.

*Incorporation of low-carbon energy sources such as solar power:*

**Passive Solar Building orientation:** The Education Center will be designed with passive solar orientation. The intent is to reduce energy consumption and greenhouse gas emissions by designing the Education Center to maximize opportunities for solar design. The building will have windows that face south and allow the sun to enter directly into the buildings. Overhangs allow winter access while blocking the hot, summer sun. Sun spaces will be isolated from the building and contain windows and doors to regulate how much heat from the sun space enters the building. Shading from trees, awnings, or blinds, outside and inside the building will effectively reduce solar gain. Properly placed vents at the top and bottom of walls allows warm air to leave at the top, and simultaneously draw cooler air in to fill the void. If walls and sun spaces are completely shaded during the day, then at night the cool walls will radiate the warmer air to the outside.

*Use of materials and construction techniques that reduce carbon emissions:*

**Green friendly material:** The Tribe commits to using green building materials. The use of these materials will offer the following benefits: reduced maintenance/replacement costs over the life of the building; energy conservation; improved occupant health and productivity; lower costs associated with changing space configurations, and greater design flexibility. The use of renewable and sustainable materials will be beneficial to the environment.

**Double pane windows:** With double-pane windows, the Tribe can reduce energy usage by as much as twenty four percent during the winter and eighteen percent during the summer compared to single-pane windows<sup>11</sup>. Over the long-term, the reduction in energy costs will

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<sup>10</sup> <https://rpsec.energy.gov/>

<sup>11</sup> <https://cal-energy.com>

offset the amount spent on the windows. The design will keep the heat out during the summer and inside during the winter. In addition, there will be fewer emissions of carbon dioxide.

**High-R value energy efficient material:** The exterior walls will be constructed with a high-R value energy efficient material. A higher insulation R rating means better climate control and better energy efficiency. Insulation is key to reducing carbon emissions from buildings.

**Reduction:** The estimated reduction of energy consumption and carbon emissions, which factors in the current inefficient education building, is between fifteen to twenty percent below the established baseline (based on current energy consumption and carbon emissions from the current education center and taking into account increased size of the new Education Center).

### **RATING FACTOR 3: Soundness of Approach**

#### **Subfactor 3.1 Description of the Rationale for Proposed Project**

***Size:*** Seven thousand two hundred (7,200) square foot Education Center; approximate capacity 84+ students. The building will have a total of twelve rooms which consists of four classrooms, three offices, two bathrooms (multiple stalls), kitchen, cafeteria, reception, and storage room. Cost per square foot, given the average budget construction costs for the area, will be approximately \$326 per. The building layout will be designed to accommodate and maximize the student to teacher ratios and supervision of youth throughout the building. The current anticipated 7,200 square foot building will give eighty-six (86) square feet per person.

***Location:*** The open area south of the Big Valley gymnasium on the Big Valley Band of Pomo Indians' Rancheria, 2726 Mission Rancheria Road, Lake County, Northern California (*Please see attached Project Site Map (item 12) and attached Education Center layout (item 5)*). As a result of several meetings in preparation for ICDBG, the Tribal Community and Tribal Council designated the open area south of the gymnasium as the construction site for the proposed Education Center. The site is adjacent to the largest housing area on the Big Valley Rancheria. As the site is near to where many of the youth reside, this will limit foot traffic in parking lots

and driveways, reducing risk of youth in road incidents. Its proximity to housing is also anticipated to encourage better attendance.

**Type (Materials & Methods):** New construction of a single-story concrete building to accommodate afterschool programs, cultural, and leadership programs to serve the Big Valley Youth. The Tribe is committed to utilizing energy efficient green construction materials to build the Education Center. The Education Center will incorporate Universal Design and Building standards. It will reduce the future cost burden by incorporating energy-efficient design features such as new HVAC units, Energy Star Appliances, increased insulation, and double-paned windows. For health and safety, the kitchen will be commercial grade, with stainless steel appliances and resilient flooring. The building will have a fire sprinkler system and all construction will meet California green building standards. The building will have emergency exits, fire extinguishers, and smoke alarms. The building will meet all California seismic, California wildland fire, and International building code requirements regarding wind and lateral loading. The Education Center will be compliant with American with Disability Act (ADA) provisions to ensure universal design and accessibility by persons with disabilities. The landscaping for the Education Center will be natural and will incorporate traditional culturally relevant plants, as well as plants used for basket weaving and regalia making. The Big Valley Environmental Protection Department will be heading up the project for landscaping.

**Feasibility:** The Project is feasible because the Tribe owns the property, and it is located on the Big Valley Reservation on federal trust land. The Tribe has initiated the process of all required permits, environmental assessments (NEPA), geotechnical reports, and surveys. The Tribe expects completion of all required reports (including geotechnical and NEPA), by month two of the Project implementation schedule (*please see attached HUD 4125 Implementation Schedule*), and then construction will begin immediately. In addition, there is good access to water, sewerage, and electricity infrastructure on the Rancheria.

**Indian Preference:** The Tribe follows Indian Preference requirements per §1003.510, using a two-stage preference procedure and providing preference and opportunities for training, employment, and the award of contracts to Native Americans when possible. Indian preference is stated in bid documents and contractors must certify use of Indian preference in subcontract bidding. The Tribe solicits bids from Indian-owned businesses by advertising procurement needs in tribal channels and stating Indian preference within procurement documents.

**Cost Savings.** The following innovations will be implemented to help reduce costs:

**1-** Purchase of construction material in bulk to reduce the costs of materials. **2-** Construction materials will be stored on-site to further reduce costs such as storage. **3-** The floor plan will be designed to conserve space and provide optimal student to teacher supervision ratios. **4-** The Tribe will be implementing a policy of Green Energy building. **5-** The following cost savings design practices will be incorporated: Energy Star appliances; Passive Solar Building orientation; natural light; green friendly material; energy efficient HVAC heating and cooling system; double pane windows; exterior walls will be constructed with a high-R value energy efficient material. **6-** The Tribe leases the modular for the current Education Building. Once the new building is complete, the Tribe will save \$30,348 yearly on the lease of the modular building. **7-** The estimated costs saving which factor in the current inefficient education building, addition of increased space, and solar for the new Education Center will save the Tribe between fifteen and twenty percent (15-20%) on its current energy costs.

### **Subfactor 3.2 Budget**

Please see attached Cost Summary HUD 4123 and attached Budget Narrative. Cost estimates are broken down by line item for each proposed activity. The Costs Estimate for construction was prepared by Aaron Wooden (*please see attached Education Center estimate prepared by Lake County Contractors (item 4)*). Mr. Wooden has been a professional contractor since 1990. He has completed construction on over one hundred fifty residences and commercial projects.

He has vast experience in preparing budgets and costs estimates for those projects. Recent and relevant experience within the last five years include: 2022 Residential Home Development at Robinson Rancheria (Lake County); 2020 Big Valley Rancheria Gymnasium Renovation, (Lake County); 2020 Big Valley Rancheria Elder Housing and Underground Utilities Project (Lake County). Mr. Wooden prepares proposed costs for all projects. The Big Valley Rancheria Band of Pomo Indians currently has an Indirect Cost Rate of 14.34%. (*Please see attached IDC rate*). To demonstrate the budget is reasonable, the Tribe has provided a cost comparison to a similar project in the area, at \$347 per square foot, compared to this Project at \$326 per square foot (*Please see attached cost comparison for the Big Valley Community Center, located on the Big Valley Rancheria (item 6)*).

### **Subfactor 3.3 Project Implementation Schedule**

Please see the attached HUD-4125 for a breakdown of the tasks needed to complete this Project, as well as the related timing. The Project assumes a start date of March 25, 2023 and anticipates a close date of March 24, 2025. Once the grant funds are received, the Project team will proceed according to the two-year (twenty-four month) Implementation Schedule:

1. ***Core Project Team Meetings***: The Core Project Team will begin meeting at least bi-monthly to discuss budget, timeline, etc. *Start*: Month 1. *Completion Date*: Month 24. *Person Responsible* – Project Director.
2. ***Pre-award and special conditions***: Upon receipt of the Notification of Award Letter, any pre-award or special conditions will be addressed. The Tribe has already begun the process for environmental review per 24 CFR part 58 and the geotechnical report. *Start*: Month 1. *Completion Date*: Month 2. *Person Responsible* – Project Director.
3. ***Architectural, Engineering, and Construction Contracts out to bid***: *Start*: Month 2. *Completion Date*: Month 5. *Responsible Party* – Project Director.

4. **Project is awarded:** Project is awarded to the most qualified bidders based on established policies. Construction Manager for the Project is chosen. *Start:* Month 5. *Completion Date:* Month 5. *Responsible Party* – Project Director.
  5. **Design Plan Finalized:** The design plans will be finalized and any adjustments requiring HUD notification will be submitted to HUD. *Completion:* Month 8. *Responsible Party* – Project Director and Construction Manager.
  6. **Quarterly and annual reports:** Quarterly and annual financial and progress reporting will be submitted to HUD ahead of all deadlines. *Completion Date:* Month 24. *Responsible Party* – Project Director and Financial Manager.
  7. **Construction commences:** Construction of the new Education Center begins. *Start:* Month 9. *Completion Date:* Month 20. *Responsible Party* – Project Director and Construction Manager.
  8. **Roof and HVAC Completed:** Roof is closed in, and HVAC is completed and approved. *Completion Date:* Month 16. *Responsible Party* – Construction Manager.
  9. **Interior and mechanical completed.** Interior of the building and all mechanical is completed and approved. *Start:* Month *Completion Date:* Month 17. *Responsible Party* – Construction Manager.
  10. **Construction completed:** *Start:* Month *Completion Date:* Month 18. *Responsible Party* – Construction Manager.
  11. **Final walk-through inspections:** Final walk through is completed, after all punch list items are completed with all required approvals. *Completion Date:* Month 20. *Responsible Party* – Construction Manager.
- 3.4 **Grant Closeout.** Closeout of the grant will begin in Month 21. *Start:* Month *Completion Date:* Month 24. *Responsible Party* – Project Director.

#### **Subfactor 3.4.a Public Facilities and Improvement Projects**

The Tribe has committed to assuming financial responsibility for the operations and maintenance of the new Education Center. (*Please see attached Big Valley Tribal Resolution (item 8)*). The Operations and Maintenance Plan is summarized as follows:

***Routine Maintenance Schedule:*** The inspections, prevention, and routine maintenance will be provided to minimize the need for costly maintenance to all facilities located on the Rancheria. The Tribe commits to daily, weekly, and annual maintenance; routine maintenance; and preventative maintenance for the Education Center, as well as prompt repair. Maintenance inspections will be on a semi-annually basis and include coolers, furnaces, fire extinguishers, smoke alarms, refrigerators, appliances, water heaters, roof, windows and doors, gutters, water/gas lines inspections, weatherization items or corrections to the facilities grounds.

***Building Exterior:*** The building exteriors will be inspected on a semi-annual basis. More frequent inspections will take place in case of inclement weather, flooding, earthquakes, or other conditions.

***Landscaping:*** Routine maintenance for beauty and safety of the grounds will take place. Indigenous/ native plants will be planted and used in landscaping. Cultural significant plants will be planted when appropriate.

***Pest Control:*** Integrated Pest Management (IPM) and Natural Pest Management will be utilized as appropriate.

***Building Interior:*** The building interior will be inspected on a semi-annual basis. More frequent inspections will take place in the case of inclement weather, flooding, earthquakes, or other conditions. The Building Interior includes:

- 1. Cleaning / Sanitation:** Facilities should be always clean and presentable. It is the responsibility of staff to keep their work area free of debris and clean.
- 2. Appliances:** Energy Star appliances will be purchased and installed when appropriate. A matrix of appliances will be maintained by the maintenance staff.

3. **Electrical:** Interior and exterior lighting and power will be constructed to green energy efficient standards and green energy when cost to benefit is beneficial. All meters will be located in a safe, secure place according to the Universal Building Code regulations.
4. **Fire Protection:** Alarm systems are monitored through external vendor. Alarm panel will be located in a common entry area of the building. Fire extinguishers will be clearly marked and located in several locations on each floor.
5. **HVAC:** Semi-annual maintenance checks as per manufacturer’s instructions to ensure optimal performance and equipment longevity.

**Capital Reserve Fund:** The Tribe commits to maintaining a capital reserve fund for repairs such as and to make all investments to keep the facility in safe and operable condition.

**Fire and liability insurance:** The Tribe commits to maintaining casualty and liability insurance coverage for the Education Center.

**Security:** The Tribe commits to ensuring that the building is always safe and secure. They will install security cameras and a pin activated alarm system.

**Funds:** Once the building is completed all Education and cultural programs will be located at the new Education Center building site. All funding currently used to maintain and operate the Education Department, will be utilized for the new Education Center. In addition to the maintenance and repairs funds budgeted in the grant’s funds, the Tribal Maintenance Technician will be available to maintain the building as needed.

**Operations and Maintenance Budget**

Janitorial Worker Salary \$15.00 X 5 hours X 52 Weeks	= \$ 3,900.00
Fringe Benefits – 30% of total salary	= \$ 1,170.00
Janitorial Supplies & Materials \$50/Month X 12 months	= \$ 600.00
Repairs & Replacement \$50.00 X 12 months	= \$ 600.00
Utilities	

Electric \$150.00 / Month	= \$ 1,800.00
Propane \$ 100.00 / Month	= \$ 1,200.00
Water \$ 100.00 / Month	= \$ 1,200.00
Telephone Service & Internet/ Month	= \$ 200.00
Insurance Fire, Casualty, DIC /Year	= \$ 300.00
Security System \$125.00 / Month	= \$ 1,500.00
Capital Maintenance Reserve \$ 250.00 / Month	= \$ 3,000.00
<i>Total Annual Operations and Maintenance Budget Year 1</i>	<i>= \$ 15,470.00</i>
<i>Year 2 with 5% increase</i>	<i>= \$ 16,243.50</i>
<i>Year 3 with 5% increase</i>	<i>= \$ 17,055.68</i>
<i>Year 4 with 5% increase</i>	<i>= \$ 17,908.46</i>
<i>Year 5 with 5% increase</i>	<i>= \$ 18,803.89</i>

**RATING FACTOR 4: Leveraging Resources**

The Big Valley Rancheria Band of Pomo Indians had made a commitment to leverage the \$1,823,899 granted by HUD for this Project. The Tribe will be providing a 25% match from tribal (non-federal funds) at six hundred eight thousand dollars (\$608,000). *(Please see attached Tribal Resolution (item 8)).*

**RATING FACTOR 5: Comprehensiveness and Coordination**

*Long-Term Planning Efforts*

The Tribe has engaged in an extensive comprehensive planning effort, through its Tribal Council and community, to set long-term community goals and strategies. Several meetings were held with the community to discuss priorities and projects of concern. As part of this planning effort, development of a new educational facility emerged as a top priority. Significant efforts were made during the planning process to include community input. The Tribe coordinated extensively on the proposed construction of the Education Center with the

following: Big Valley's EPD, Business Committee, and Education Department; Tribal Members; Bureau of Indian Affairs; USDA; and local education institutions. These coordination and planning efforts helped spur the Project proposed in this grant application.

***Community Coordination:*** The Tribe has, and will continue to, work in coordinated effort internally among tribal departments as well as with external agencies and organizations in Lake County, such as such as the Lake County Unified School's District. Currently the Tribe's Education Department have bi-monthly meetings with the Lake County Office of Education. The Education Department also started monthly Native American Advisory Committee at Lakeport and Kelseyville schools. In addition, the Education Department has an agreement with all schools in Lake County to receive access to all student grades, testing, individual education programs, behavioral, etc. This important partnership will allow the Education Department to track academic improvement once the educational programs are running in the new Education Center.

Coordination between tribal agencies was conducted during the planning period for the grant. Through the continued collaboration with these, and other local agencies, the Tribe is developing long-term plans to add additional programs for the youth as needs arise. Many of the services provided by the Education Department are free or provided to the Community at a very low cost. In addition, the Tribe is working with the Big Valley EPD to incorporate culturally significant plants into landscaping and designing of the facility. The Tribe is also working with the Tribe's Emergency Management Department to ensure proper procedures are in place for emergency situations like evacuations or flooding with the common goal of ensuring the safety of tribal members. None of these entities are providing any financial assistance for this Project.

**Subfactor 5.2 Outputs and Outcomes:**

**Goal 1: *To provide the Big Valley community with an Education Center capable of meeting the demand of services required by the community.***

**Output 1:** Construction of New Education Center. **Outcome 1:** Increased square footage of education department space from 2,160 to 7,200 square feet.

**Output 2:** Number of youth being served by afterschool programs will increase from forty (40) to at least eighty (80), as additional programs will be added and provided in the newly constructed Education Center. **Outcome 2:** Increased educational opportunities for community youth due to expanded education services and programs made available.

**Output 3:** Number of youth with access to cultural activities will rise from forty (40) to at least eighty (80), as the newly constructed Education Center will provide improved space to conduct such activities. **Outcome 3:** Increase in the number of participants in the cultural classes and activities being offered to youth.

**Output 4:** Expanded number of available educational and tutoring programs for youth in the new Education Center, servicing up to at least eighty (80) youth instead of the current forty (40). **Outcome 4:** Increased number of participants in educational and tutoring programs in the new Education Center.

**Output 5:** Expanded number of cultural, mentoring, and leadership programs offered to youth in the new Educational Center, servicing up to at least eighty (80) youth from the current forty (40). **Outcome 5:** Increased number of participants in cultural, mentoring, and leadership programs.

**Goal 2: *To improve the energy efficiency of the Education Department.***

**Output 1:** The newly constructed Education Center will improve the energy efficiency of the Education Department with installation of solar panels, Energy Star appliances, and green energy practices. **Outcome 1:** Increased energy cost savings for the Education Department through the installation of energy-efficient features and green design.

Big Valley Rancheria School Addition

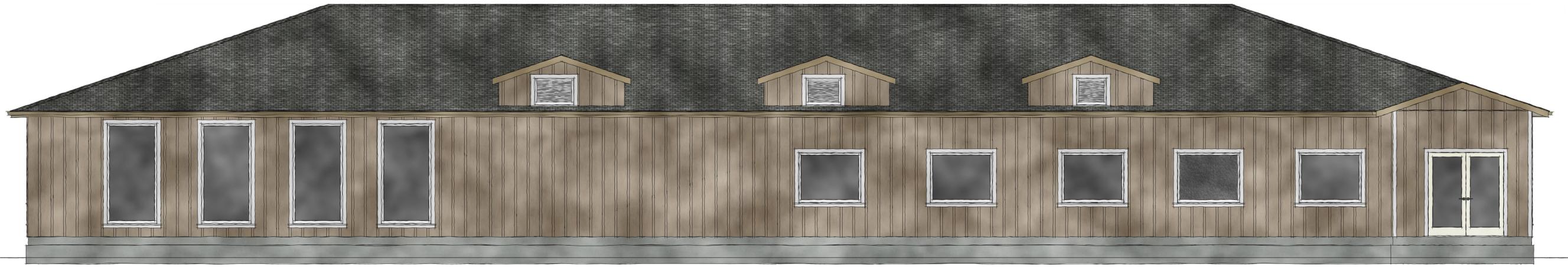
7200 Square Feet

Item Description	Cost	Notes
Job Start and Mobilization	\$3,500	
Supervision	\$90,000	
Temporary Power	\$2,000	
Temporary Toilet	\$3,500	
Design/Engineering	\$45,000	
Driveway Subcontract	\$35,000.00	
Erosion Control	\$2,500	
Excavation/Compaction	\$25,000	
Rough Grading Subcontract	\$35,000	
Final Grading	\$12,000	
Fencing Subcontractor	\$14,500	
Landscaping Subcontract	\$42,000	
Patio Materials	\$13,500	
Patio Labor	\$14,000	
Sidewalks Materials	\$6,500	
Sidewalks Labor	\$7,000	
Concrete pumping	\$5,600	
Underground Utility Subcontractor	\$26,000	
Underground Materials	\$12,500	
Underground Labor	\$4,500	
Gas Subcontractor	\$1,500	
Footing Subcontractor	\$5,600	
Concrete pumping	\$6,500	
Foundation Materials	\$25,000	
Foundation Labor	\$65,000	
Backfill Materials	\$12,500	
Backfill Labor	\$5,200	
Concrete foundation	\$25,000	
Waterproofing Material	\$650	
Drainage Material	\$3,500	
Drainage Labor	\$3,500	
Materials - Framing	\$140,000	
Materials - Trusses	\$45,000	
Framing Labor	\$112,000	
Structural Steel Subcontract	\$12,500	
Gutters and Downspouts	\$6,200	
Roofing Subcontract	\$43,000	
Rough Plumbing	\$125,000	
Fire Sprinklers Subcontract	\$72,000	
Electrical Subcontract	\$85,000	
Walk in and Dry Storage	\$25,000	

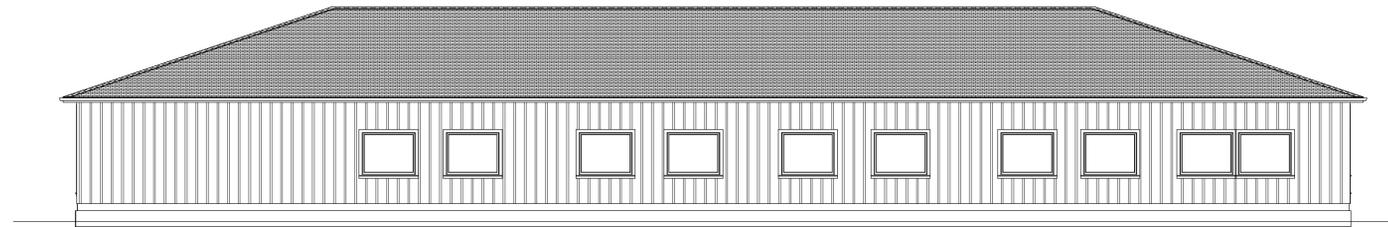
Light Fixtures	\$16,500	
HVAC Subcontract	\$65,000	
Exterior Doors	\$65,000	
Door Hardware & locks	\$12,000	
Other Exterior Doors	\$5,800	
Siding	\$21,000	
Siding Labor	\$35,000	
Windows	\$35,000	
Insulation Subcontract	\$23,000	
Drywall Subcontract	\$65,000	
Bath Hardware	\$15,000	
Interior Doors	\$11,000	
Interior Trim	\$14,000	
Interior Trim Labor	\$26,000	
Window Blinds	\$9,600	
Exterior Painting	\$17,000	
Interior Painting	\$16,000	
Cabinets	\$35,000	
Counter top Material	\$15,600	
Counter top Installation	\$850	
Cabinet Hardware	\$500	
Bathroom hardware	\$3,500	
Bathroom partitions	\$7,500	
ADA items	\$3,600	
Fire supression system	\$11,500	
Appliance Installation	\$15,000	
Appliance Allowance	\$45,000	
VCT Flooring Subcontact	\$44,000	
Epoxy Flooring kitchen	\$10,500	
Building Clean-up Subcontract	\$5,200	
Building Clean-up Labor	\$2,500	
dump Fees	\$3,500	
	\$1,874,900	
TOTAL PRICE with O/P	\$2,343,625	
Price/sq. ft.	\$326	



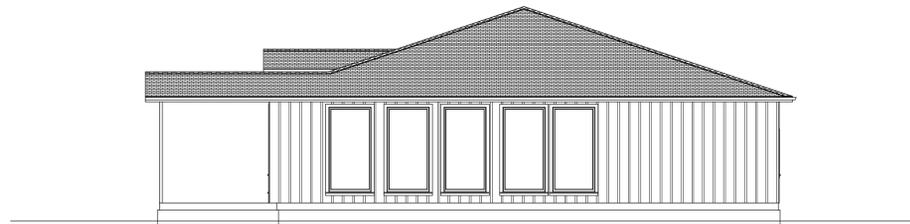
STRUCTURAL ONLY



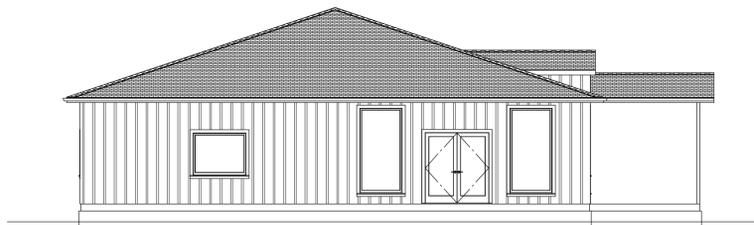
ELEVATION 1



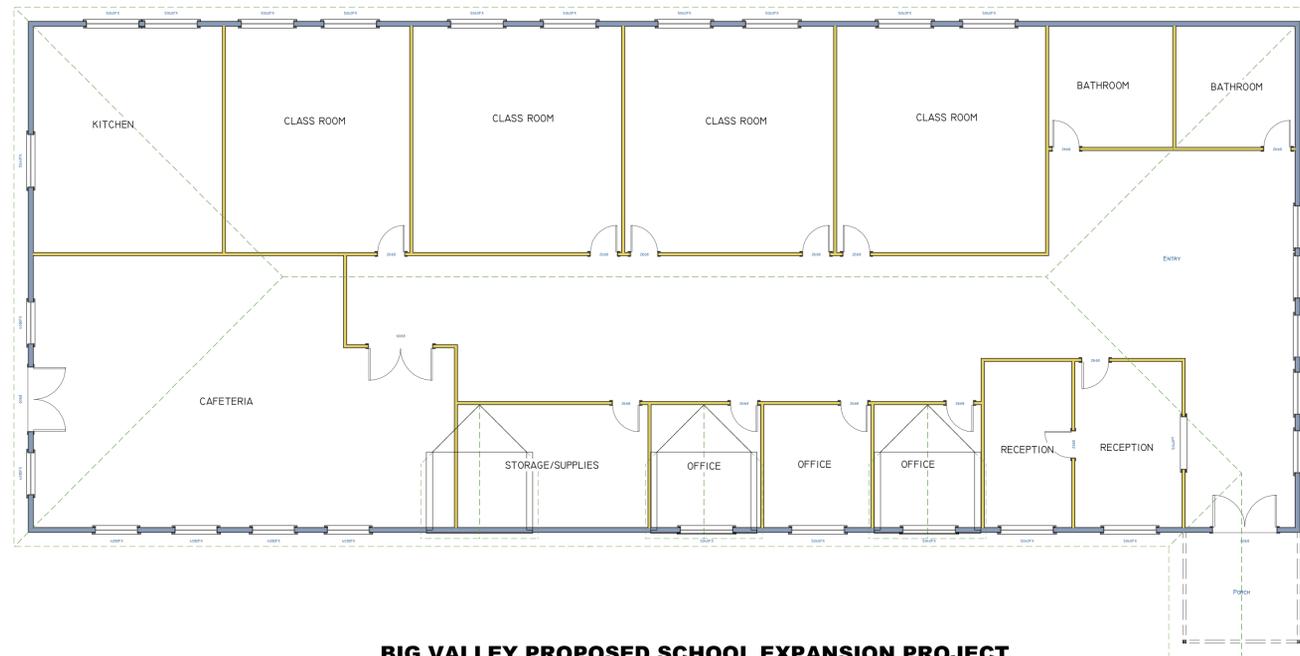
ELEVATION 2



ELEVATION 3



ELEVATION 4



**BIG VALLEY PROPOSED SCHOOL EXPANSION PROJECT**

**PROPOSED SCHOOL PROJECT**  
1002 OSPREY COURT LAKEPORT CA 95453  
APN:008-006-02

CLIENT INFORMATION:  
BIG VALLEY BAND OF POMO INDIANS  
1002 OSPREY COURT  
LAKEPORT CA 95453  
707-533-6102  
APN:008-006-02

C:\Users\mark\OneDrive - lakecountycontractors.com\ICC Company Files\PROJECT\Big Valley Band of Pomo Indians\A2\A2.dwg  
No. 23 Date: 1/15/2024  
Revisions:

No.	Date	Revisions

**A2**

FLOOR PLAN/ELEV'S

Item Description	Cost	Notes
Design Labor	\$0	
Geotechnical Evaluation	\$0	
Structural Engineering	\$0	
Energy Compliance Consultant	\$0	
CalGreen Inspections	\$0	
Fire Sprinkler Design	\$4,400	
Building Permits	\$0	
Fire Department Fees	\$0	
School District Fees	\$0	
Road Impact Fees	\$0	
Planning Fees	\$0	
Enviromental Health Fees	\$0	
Sewer line extension	\$38,000	
Job Start and Mobilization	\$2,500	
Supervision	\$16,500	
Temporary Power	\$2,000	
Temporary Toilet	\$1,200	
Demolition	\$0	
Driveway Materials	\$12,000	
Driveway labor	\$11,200	
Driveway Subcontract	\$15,000.00	
Erosion Control	\$500	
Excavation/Compaction	\$45,000	
Rough Grading Subcontract	\$3,500	
Final Grading	\$2,500	
Fencing Subcontractor	\$0	
Landscaping Subcontract	\$14,000	
Patio Materials	\$16,000	
Patio Labor	\$12,500	
Sidewalks Materials	\$5,600	
Sidewalks Labor	\$4,200	
Concrete pumping	\$3,500	
Underground Excavation	\$1,500	
Underground Materials	\$1,200	
Underground Labor	\$500	
Septic Subcontractor	\$0	
Gas Subcontractor	\$500	
Well Subcontractor	\$0	
Footing Subcontractor	\$2,500	
Concrete pumping	\$0	
Foundation Materials	\$12,000	

Foundation labor	\$25,000	
Backfill Materials	\$5,500	
Backfill Labor	\$0	
Concrete foundation	\$24,000	
Waterproofing Material	\$0	
Drainage Material	\$1,500	
Drainage Labor	\$1,500	
Materials - Framing	\$50,000	
Materials - Trusses	\$18,000	
Framing Labor	\$75,000	
Structural Steel Subcontract	\$3,500	
Gutters and Downspouts	\$4,300	
Roofing Subcontract	\$26,650	
Skylights	\$0	
Rough Plumbing	\$85,000	
Fire Sprinklers Subcontract	\$35,600	
Electrical Subcontract	\$56,847	
Pump House	\$0	
Light Fixtures	\$3,500	
Solar System	\$0	
Fireplace Surround Masonry Inside	\$0	
HVAC Subcontract	\$74,850	
Decking Material Waterproofing	\$0	
Deck Railing & Labor	\$0	
Exterior and Interior Doors	\$12,000	Doors and Hardware
Door Hardware & locks	\$0	
Garage Doors/Opener	\$0	
Other Exterior Doors	\$0	
Siding Materials	\$30,000	
Siding Labor	\$21,000	
Stucco Subcontractor	\$0	
Masonry Exterior	\$2,500	
Windows	\$7,300	
Insulation Subcontract	\$13,600	
Drywall Subcontract	\$32,600	
Bath Hardware	\$2,000	
Interior Doors	\$0	
Interior Trim	\$10,000	
Interior Trim Labor	\$15,000	
Shower Doors	\$0	
Bathroom Mirrors	\$1,500	
Window Blinds	\$0	
Exterior Painting	\$15,000	
Interior Painting	\$14,000	

Cabinets	\$8,500	
Counter top Material	\$3,500	
Counter top Installation	\$0	
Cabinet Hardware	\$500	
Hardware installation	\$1,000	
Tile Shower	\$0	
Tile tub/shower surround full height	\$0	
Central Vac System	\$0	
Appliance Installation	\$1,500	
Appliances-kitchen	\$35,000	
Carpeting	\$8,825	
Polished Concrete Floors	\$30,000	
Tile Flooring Subcontract	\$0	
Vinyl Flooring	\$0	
Hardwood Flooring	\$0	
Building Clean-up Subcontract	\$4,500	
Building Clean-up Labor	\$2,000	
dump Fees	\$1,000	
Punch List	\$0	
<b>Totals</b>	\$991,872	
Contractors Overhead & Profit	\$1,190,246	Contract Price



Big Valley Band of Pomo Indians

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October 17, 2022

To: U.S. Department of Housing and Urban Development

From: Big Valley Band of Pomo Indians

**Re: Community Development Block Program for Indian Tribes Grant Application FY 2022- Commitment of Funds for Education Center Public Services and Operations and Maintenance**

Dear Department of Housing and Urban Development,

The Big Valley Band of Pomo Indians commits the following funding to its FY 2022 ICDBG application for the Big Valley Education Center:

- **Educational Services Budget:** The Big Valley Band of Pomo Indians commits yearly public services funding to this Project in the amount of \$418,000.00 for its Boys and Girls Club program. The Boys and Girls Program will be housed in the new Education Center and will provide the following services: tutoring, assistance with homework, healthy after school activities, cultural classes, truancy prevention, and mentoring services.
- **Operation and Maintenance Budget:** pursuant to the adopted Education Center Operations and Maintenance Plan, the Big Valley Band of Pomo Indians commits the following to the Education Center Operations and Maintenance Budget:

Year 1	= \$ 15,470.00
Year 2 with 5% increase	= \$ 16,243.50
Year 3 with 5% increase	= \$ 17,055.68
Year 4 with 5% increase	= \$ 17,908.46
Year 5 with 5% increase	= \$ 18,803.89
<b>Total 5-year Operations and Maintenance commitment:</b>	<b>= \$85,481.53</b>

Sincerely,





# United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

## Indian Organization Indirect Cost Negotiation Agreement

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**EIN:** [REDACTED]

**Date:** 03/17/2022

**Organization:**

**Report Number:** [REDACTED]

Big Valley Rancheria Band of Pomo Indians  
[REDACTED]  
[REDACTED]

**Filing Ref.:**

Last Negotiation Agreement

dated: 09/28/2017

The indirect cost rate contained herein is for use on grants, contracts, and other agreements with the Federal Government to which Public Law 93-638 and 2 CFR Part 200 apply subject to the limitations contained in 25 CFR 900 and Section II.A. of this agreement. The rate was negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

### Section I: Rate

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Start Date	End Date	Rate Type	Name				Applicable To
			Name	Rate	Base	Location	
01/01/2019	12/31/2019	Fixed Carryforward	Indirect	14.34 %	(A)	All	All Programs

**(A) Base:** Total direct costs, less capital expenditures and passthrough funds. Passthrough funds are normally defined as payments to participants, stipends to eligible recipients, or subawards, all of which normally require minimal administrative effort.

**Treatment of fringe benefits:** Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

## Section II: General

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- A. **Limitations:** Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).
- B. **Audit:** All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.
- C. **Changes:** The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was submitted. Changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement may require the prior approval of the cognizant agency. Failure to obtain such approval may result in subsequent audit disallowance.
- D. **Rate Type:**
1. **Fixed Carryforward Rate:** The fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made to the rate for a future period, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.
  2. **Provisional/Final Rate:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.
  3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment.
- E. **Rate Extension:** Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.
- F. **Agency Notification:** Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.
- G. **Record Keeping:** Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.
- H. **Reimbursement Ceilings:** Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rate in Section I of this agreement, the negotiated rate will be used to determine the maximum allowable indirect cost.
- I. **Use of Other Rates:** If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the

**Section II: General** (continued)

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affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

**J. Other:**

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.
2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.
3. Each Indian tribal government desiring reimbursement of indirect costs must submit its indirect cost proposal to our office within six (6) months after the close of the Tribe's fiscal year, unless an exception is approved.

**Section III: Acceptance**

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Listed below are the signatures of acceptance for this agreement:

By the Indian Organization

By the Cognizant Federal Government Agency

Big Valley Rancheria Band of Pomo Indians

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US Department of the Interior - BIA

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DocuSigned by:



DocuSigned by:



Signature

Signature

Ben G. Ray III

---

Craig Wills

---

Name:

Name:

Division Chief

Tribal Administrator & CEO

---



Title:

Title:

3/17/2022

---

3/17/2022

---

Date

Date

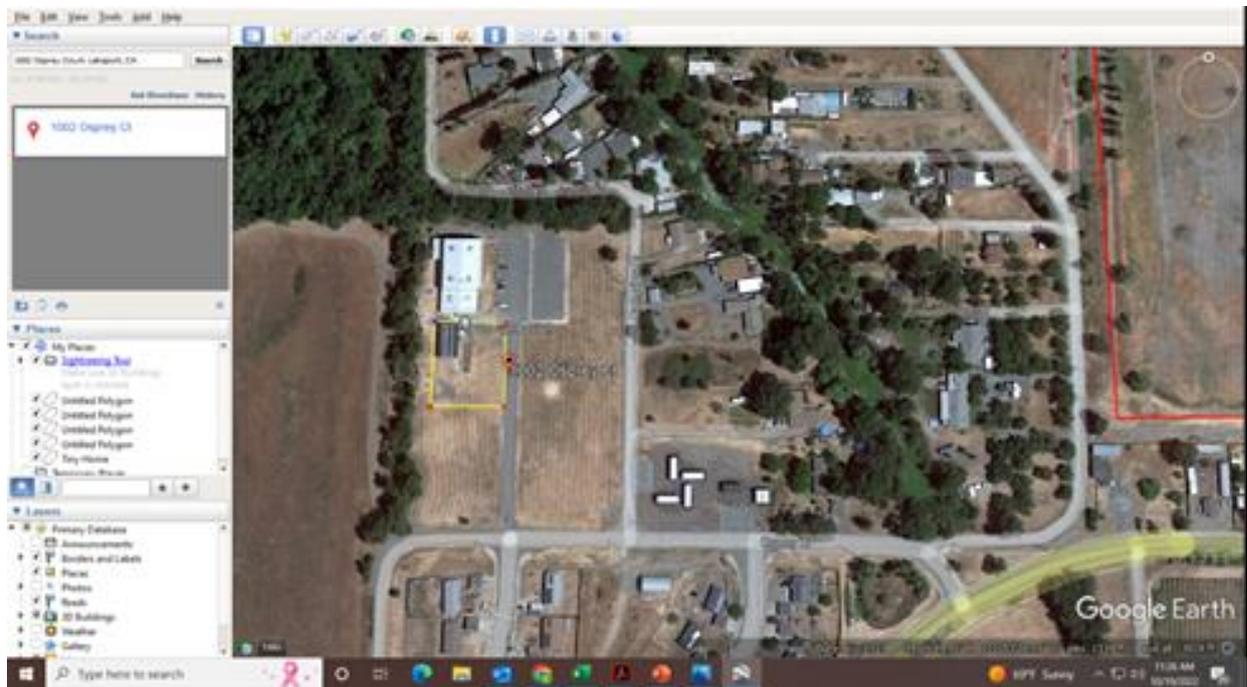
Negotiated by: Marilyn Elgar



Next Proposal Due Date: 06/30/2019

### Rating Factor 3.1 Aerial Photo of Sitemap

Site is marked by yellow box.



## List of Household IncomeS for ICDBG

(Note: The Tribe allocates \$3,000 per capita income to Tribal Members yearly.)

Household	Address (Lakeport)	Income	Persons	LMI
1	[REDACTED]	[REDACTED]	6	N
2	[REDACTED]	[REDACTED]	4	Y
3	[REDACTED]	[REDACTED]	7	Y
4	[REDACTED]	[REDACTED]	2	Y
5	[REDACTED]	[REDACTED]	6	Y
6	[REDACTED]	[REDACTED]	5	Y
7	[REDACTED]	[REDACTED]	1	Y
8	[REDACTED]	[REDACTED]	1	Y
9	[REDACTED]	[REDACTED]	4	Y
10	[REDACTED]	[REDACTED]	1	Y
11	[REDACTED]	[REDACTED]	6	Y
12	[REDACTED]	[REDACTED]	5	Y
13	[REDACTED]	[REDACTED]	7	Y
14	[REDACTED]	[REDACTED]	4	Y
15	[REDACTED]	[REDACTED]	5	Y
16	[REDACTED]	[REDACTED]0	3	Y
17	[REDACTED]	[REDACTED]	4	Y
18	[REDACTED]	[REDACTED]	2	Y
19	[REDACTED]	[REDACTED]	6	Y
20	[REDACTED]	[REDACTED]	2	Y
21	[REDACTED]	[REDACTED]	6	Y
22	[REDACTED]	[REDACTED]	2	Y
23	[REDACTED]	[REDACTED]	4	Y
24	[REDACTED]	[REDACTED]	2	Y
25	[REDACTED]	[REDACTED]	4	Y
26	[REDACTED]	[REDACTED]	5	Y
27	[REDACTED]	[REDACTED]	6	Y
28	[REDACTED]	[REDACTED]	6	Y
29	[REDACTED]	[REDACTED]	2	Y
30	[REDACTED]	[REDACTED]	3	Y
31	[REDACTED]	[REDACTED]	5	Y
32	[REDACTED]	[REDACTED]	8	Y
33	[REDACTED]	[REDACTED]	9	Y
34	[REDACTED]	[REDACTED]	3	N
35	[REDACTED]	[REDACTED]	1	Y
36	[REDACTED]	[REDACTED]	4	Y
37	[REDACTED]	[REDACTED]	4	Y
38	[REDACTED]	[REDACTED]	5	N
39	[REDACTED]	[REDACTED]	6	Y
40	[REDACTED]	[REDACTED]	1	Y

41	[REDACTED]	[REDACTED]	1	Y
42	[REDACTED]	[REDACTED]	1	Y
43	[REDACTED]	[REDACTED]	3	Y
44	[REDACTED]	[REDACTED]	3	Y
45	[REDACTED]	[REDACTED]	4	Y
46	[REDACTED]	[REDACTED]	1	Y
47	[REDACTED]	[REDACTED]	3	Y
48	[REDACTED]	[REDACTED]	1	Y
49	[REDACTED]	[REDACTED]	3	Y
50	[REDACTED]	[REDACTED]	3	Y
51	[REDACTED]	[REDACTED]	9	Y
52	[REDACTED]	[REDACTED]	1	Y
53	[REDACTED]	[REDACTED]	4	Y
54	[REDACTED]	[REDACTED]	5	Y
55	[REDACTED]	[REDACTED]	6	Y
56	[REDACTED]	[REDACTED]	3	N
57	[REDACTED]	[REDACTED]	4	Y
58	[REDACTED]	[REDACTED]	4	Y
59	[REDACTED]	[REDACTED]	4	N
60	[REDACTED]	[REDACTED]	3	N

## SURVEY FOR NEW BIG VALLEY EDUCATION CENTER

Big Valley is seeking funding for a new education facility. Answering these questions will help our application.

1. Name? \_\_\_\_\_
2. Address? \_\_\_\_\_
3. How many families currently reside at this address? \_\_\_\_\_
4. How many adults live in your household? \_\_\_\_\_
5. How many children live in your household? \_\_\_\_\_
6. ***This question is very important.***

If employed, what is the yearly income of each member of your household (including any related, dependent persons over 65 or working dependent children over 18)?

- a. Person 1: \_\_\_\_\_
- b. Person 2: \_\_\_\_\_
- c. Person 3: \_\_\_\_\_
- d. Person 4: \_\_\_\_\_
- e. Person 5: \_\_\_\_\_
- f. Person 6: \_\_\_\_\_

7. Do members of your household use the Big Valley education center? Y/N \_\_\_\_\_

8. What services do members of your household use in the education center? *Please circle your answers.*

- |   |  |
|---|--|
| • Youth league                            | • Adults that utilize the Education center |
| • Adult league                            | • Diabetes education program               |
| • Community events                        | • Team leadership program                  |
| • Adults that are trying to get their GED | • Basketball program                       |
| • Boys & Girls club                       | • Tutoring                                 |

9. If Big Valley is successful in funding a new education center, allowing us to offer even more services, will members of your household use the facility? Y/N \_\_\_\_\_

# Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2501-0112 (exp. 12/31/2024)

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

## Applicant/Recipient Information

Indicate whether this is an Initial Report  or an Update Report

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

Big Valley Band of Pomo Indians, [REDACTED]  
[REDACTED]

2. Social Security Number or  
Employer ID Number:

3. HUD Program Name

Community Development Block Program for Indian Tribes

4. Amount of HUD Assistance  
Requested/Received

\$1,823,899

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

## 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 and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds

(Note: Use Additional pages if necessary.)

## Part III Interested Parties. You must disclose:

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

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

(Note: Use Additional pages if necessary.)

## 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:

DocuSigned by:

Date: (mm/dd/yyyy)

10.20.2022

**Public reporting burden** for this collection of information is estimated to average 2.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

**Privacy Act Statement.** Except for Social Security Numbers (SSNs) and Employer Identification Numbers (EINs), the Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under section 102 of the Department of Housing and Urban Development Reform Act of 1989, 42 U.S.C. 3531. Disclosure of SSNs and EINs is voluntary. HUD is authorized to collect this information under the Housing and Community Development Act of 1987 42 U.S.C.3543 (a). The SSN or EIN is used as a unique identifier. The information you provide will enable HUD to carry out its responsibilities under Sections 102(b), (c), and (d) of the Department of Housing and Urban Development Reform Act of 1989, Pub. L. 101-235, approved December 15, 1989. These provisions will help ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. They will also help ensure that HUD assistance for a specific housing project under Section 102(d) is not more than is necessary to make the project feasible after taking account of other government assistance. HUD will make available to the public all applicant disclosure reports for five years in the case of applications for competitive assistance, and for generally three years in the case of other applications. Update reports will be made available along with the disclosure reports, but in no case for a period generally less than three years. All reports, both initial reports and update reports, will be made available in accordance with the Freedom of Information Act (5 U.S.C. §552) and HUD's implementing regulations at 24 CFR Part 15. HUD will use the information in evaluating individual assistance applications and in performing internal administrative analyses to assist in the management of specific HUD programs. The information will also be used in making the determination under Section 102(d) whether HUD assistance for a specific housing project is more than is necessary to make the project feasible after taking account of other government assistance. You must provide all the required information. Failure to provide any required information may delay the processing of your application, and may result in sanctions and penalties, including imposition of the administrative and civil money penalties specified under 24 CFR §4.38.

**Note:** This form only covers assistance made available by the Department. States and units of general local government that carry out responsibilities under Sections 102(b) and (c) of the Reform Act must develop their own procedures for complying with the Act.

## Instructions

### Overview.

**A. Coverage.** You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity **and** you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

**B. Update reports (filed by "Recipients" of HUD Assistance):**

**General.** All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

### Line-by-Line Instructions.

#### Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's SSN or EIN, as appropriate, is optional.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. NOTE: In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

#### Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. **Recipients filing Update Reports should not complete this Part.**

If the answer to **either** questions 1 or 2 is No, the applicant need not complete Parts II and III of the report, but must sign the certification at the end of the form.

#### Part II. Other Government Assistance and Expected Sources and Uses of Funds.

**A. Other Government Assistance.** This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

**B. Non-Government Assistance.** Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD **and any other source** - that have been or are to be, made available for the project or activity. Non-government sources of

funds typically include (but are not limited to) foundations and private contributors.

### Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

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).

**Note:** A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Social Security Number (SSN) or Employee Identification Number (EIN), as appropriate, for each person listed is optional.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

**Note** that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need

not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, and on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional information required.

Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

#### Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.
4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.
5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.

## 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	1234-Big Valley (1) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	1235-Big Valley (2) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	1236-Big Valley (3) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	1237-Big Valley (4) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	1238-Big Valley (5) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	1239-Big Valley (6) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	1240-Big Valley (7) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	1241-Big Valley (8) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	1242-Big Valley (9) ICDBG 202	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	1243-Big Valley (10) ICDBG 20	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	1244-Big Valley (11) ICDBG 20	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	1245-Big Valley (12) ICDBG 20	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	1246-Big Valley (13) ICDBG 20	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	1247-Big Valley (14) ICDBG 20	Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15	1248-Big Valley (15) ICDBG 20	Add Attachment	Delete Attachment	View Attachment

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b>	
Big Valley Band of Pomo Indians	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix:	* First Name: Philip Middle Name: J
* Last Name: Gomez	Suffix:
* Title: Tribal Chairman	
<b>* SIGNATURE:</b>	<b>* DATE:</b> 10/24/2022

### Project/Performance Site Location(s)

**Project/Performance Site Primary Location**  I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

UEI:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Project/Performance Site Location 1**  I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

UEI:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Additional Location(s)**

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
 Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  [REDACTED]	TITLE Tribal Chairman
APPLICANT ORGANIZATION Big Valley Band of Pomo Indians	DATE SUBMITTED 10/24/2022

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# DISCLOSURE OF LOBBYING ACTIVITIES

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

OMB Number: 4040-0013  
Expiration Date: 02/28/2025

<b>1. * Type of Federal Action:</b> <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	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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**4. Name and Address of Reporting Entity:**  
 Prime     SubAwardee

\* Name: Big Valley Band of Pomo Indians

\* Street 1: [REDACTED]    Street 2: [REDACTED]

\* City: [REDACTED]    State: [REDACTED]    Zip: [REDACTED]

Congressional District, if known: [REDACTED]

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

<b>6. * Federal Department/Agency:</b> HUD	<b>7. * Federal Program Name/Description:</b> Indian Community Development Block Grant Program
	CFDA Number, if applicable: 14.862

<b>8. Federal Action Number, if known:</b> [REDACTED]	<b>9. Award Amount, if known:</b> \$ [REDACTED]
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**10. a. Name and Address of Lobbying Registrant:**

Prefix [REDACTED] \* First Name NA Middle Name [REDACTED]

\* Last Name NA Suffix [REDACTED]

\* Street 1: [REDACTED]    Street 2: [REDACTED]

\* City: [REDACTED]    State: [REDACTED]    Zip: [REDACTED]

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

Prefix [REDACTED] \* First Name NA Middle Name [REDACTED]

\* Last Name [REDACTED] Suffix [REDACTED]

\* Street 1: [REDACTED]    Street 2: [REDACTED]

\* City: [REDACTED]    State: [REDACTED]    Zip: [REDACTED]

**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: [REDACTED]

\* Name: Prefix [REDACTED] \* First Name Philip Middle Name J  
\* Last Name Gomez Suffix [REDACTED]

Title: Tribal Chairman    Telephone No.: [REDACTED]    Date: 10/24/2022

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