



SHERWOOD VALLEY RANCHERIA

Received

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Sherwood Valley Emergency Housing Rehabilitation Policies & Procedures

Sherwood Valley Rancheria, a federally recognized Tribe, wishes to establish effective, fair and consistent policies and procedures for its members who are in need of emergency housing rehab assistance.

The Tribe will endeavor to assist members with emergency rehabilitation of those housing units that need this emergency assistance.

The Tribe wishes to identify the following member families and/or individuals for priority consideration for emergency housing assistance:

1. Low Income
2. Age
3. Handicapped
4. Living Conditions
5. Family Size
6. Veterans

Additional criteria to be used to select recipients will include greatest need in relation to income, condition of dwelling, and non-eligibility for obtaining housing assistance from other sources. Those applicants who do not possess the appropriate skills to perform the necessary repairs themselves will be given priority consideration.

Applicants whose homes have not received substantial assistance under a previously approved Indian Community Development Block Grant (ICDBG) rehabilitation program, the Bureau of Indian Affairs Housing Improvement Program (HIP), or whose homes have not been constructed under the federal Housing and Urban Development (HUD) Indian Housing Program within the ten years prior to the request for assistance (unless it can be demonstrated that these HUD/HIP assisted units are substandard due to circumstances other than maintenance) will be given priority consideration.

Applicants whose dwelling units have not been constructed within ten years prior to the request for assistance, or whose manufactured homes have not been built within five years of that time will be given priority consideration.

The Tribe assures that households that have been evicted from HUD assisted housing within the past five (5) years will not be assisted by the Tribe's 1999 NAHASDA housing project except in emergency situations.

The Tribe assures that its housing project proposed for 1999 NAHASDA Program will be consistent with the Indian Housing Plan (IHP) submitted by it or on behalf of it under the provisions of the Native American Housing and Self-Determination Act of 1996 (25 U.S.C. 4101 et seq.).

The Tribal council will be ultimately responsible for approving recipients for emergency housing assistance. Selection decisions will be based on the criteria and priorities identified by this document and by any other special circumstances involved with a specific housing program. In addition, priority consideration shall be given for damage resulting from storms. Storm damage shall include but not be limited to the following: wind, rain, hail, snow, flooding or any other severe damage resulting from inclement weather.

Construction Standards

Construction standards for housing assistance will comply with local building codes where applicable, and will meet, but not significantly exceed Housing Quality Standards set forth under 24 CFR 882.109 (a) - (i).

Housing Rehabilitation

1. The Tribe's standard approach to emergency housing rehabilitation is to improve housing conditions by removing or repairing defects that occur during an emergency:
 - a. plumbing defects
 - b. electrical defects
 - c. structural defects:
 1. foundation
 2. roof supports
 3. ceilings
 4. wall supports
 5. roofs
 6. wall or partitions
 7. dry rot
 8. termite damage
 9. fumigation
 - d. entrance and exit defects
 - e. removal of unsafe site materials or barriers which restrict or impair accessibility for elderly or handicapped persons, handicap accessibility and modifications
 - f. installation of smoke detectors or other minor fire prevention equipment as necessary
 - g. storm damage
 - h. solar apparatus
2. Assistance is limited to:
 - a. Tribal Members whose total household income does not exceed NCIHA Income Limits.
 - b. Dwellings must be owned by tribal members and located in Mendocino County, CA or on the Sherwood Valley Rancheria. Owners agree in writing that the property will not be sold during the five years immediately following emergency rehabilitation to the unit.

- c. Houses to be rehabilitated must be the permanent non-seasonal residences of the tribal members. Persons who do not entirely meet this standard, but who are in need of assistance, must provide the Tribe with special explanations and justifications to be considered for assistance.
- d. The cost of emergency rehabilitating a house to standard condition should not exceed \$10,000 to rehabilitate.
- e. Houses designated for eventual replacement will only receive repairs essential for the health and safety of the occupants. Such repairs should not cost more than \$10,000. Proposals to spend more than this on any such house will have to include a justification and explanation.
- f. Houses that have received comprehensive rehabilitation assistance from any Tribal, State, or Federal grant program within the past eight (8), years will not be assisted with NAHASDA funds to make the same repairs if the repairs are needed as a result of abuse or neglect.

3. Recipient Selection Criteria and Priorities:

- a. Income
- b. Age
- c. Handicapped
- d. Living Conditions
- e. Family Size
- f. Veterans

In addition, applications for emergency assistance will be rated against the following priority groupings and will be ranked in accordance with the number of points received - the higher the points, the higher the ranking:

Criteria for points:

<u>1. Income</u>	<u>Priority</u>	<u>Points</u>
Poverty (50% of median)	First	3
Low-to-Moderate (80% of median)	Second	2
High Income (100% of median)	Third	0

<u>2. Age</u>	<u>Priority</u>	<u>Points</u>
65+	First	5
50-64	Second	4
35-49	Third	3
24-34	Fourth	2
18-23	Fifth	1

<u>3. Handicapped</u>	<u>Priority</u>	<u>Points</u>
Handicapped Head of Household	First	5
Not Handicapped	Second	0

<u>4. Living Conditions</u>	<u>Priority</u>	<u>Points</u>
Living in a substandard dwelling that is not economically feasible to rehabilitate (replacement)	First	4
Living in a substandard dwelling that can be rehabilitated but that is overcrowded	Second	3
Living in a substandard unit that can be rehabilitated	Third	2
Living in a unit that needs minor rehabilitation	Fourth	1
<u>5. Family Size</u>	<u>Priority</u>	<u>Points</u>
Families with five or more members	First	4
Families with three to four members	Second	3
Married couples with no children, or single parent	Third	2
Single person with no dependents	Fourth	1

4. Selection Committee:

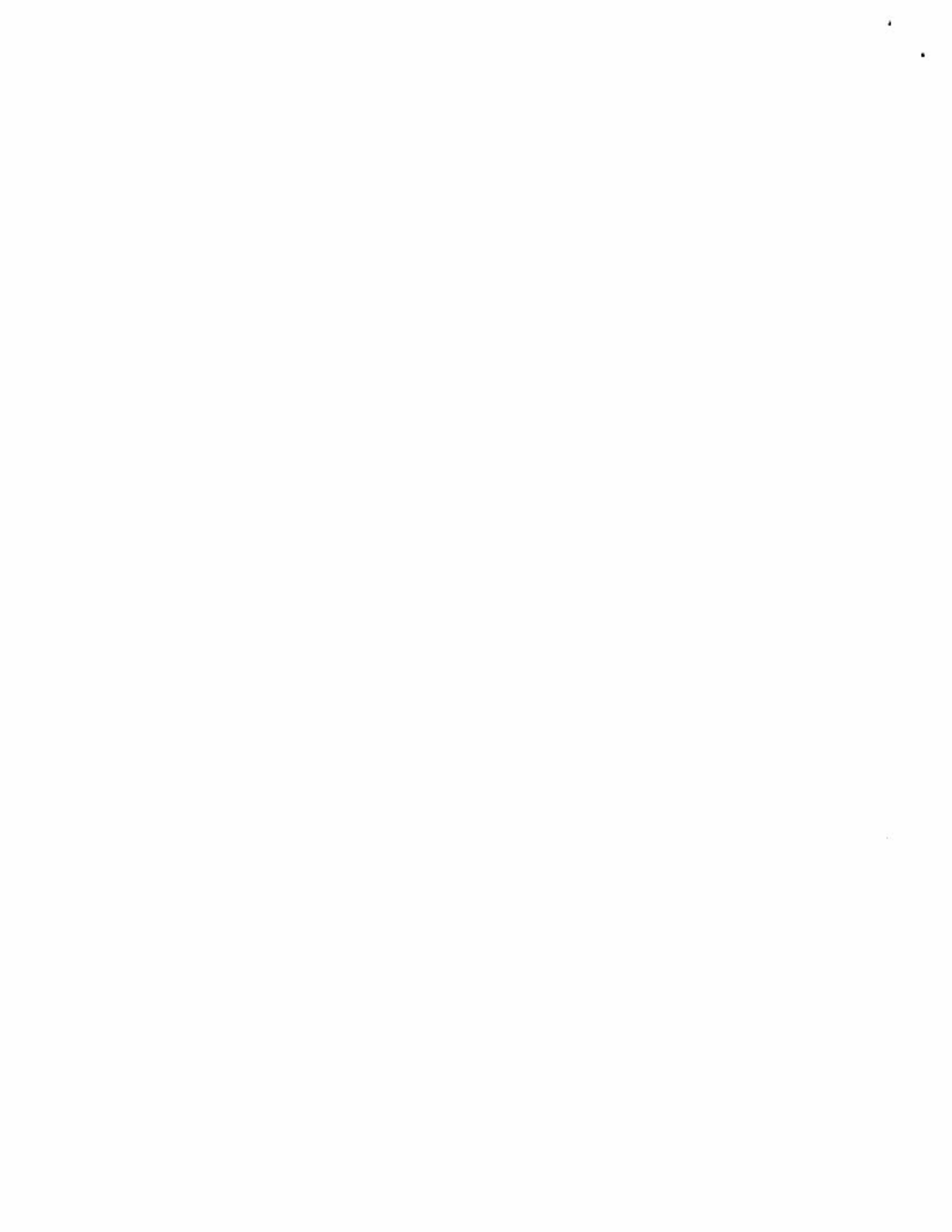
The Tribal Council will make the selection of the recipients for NAHASDA emergency housing assistance in accordance with these priorities.

The Tribe shall, at all times, endeavor to make use of all available Tribal housing resources in meeting the housing assistance needs of Tribal members. This effort shall include the solicitation of available housing assistance funds and resources of other appropriate government agencies and community based organizations.

In all cases where housing assistance may be needed, and the subject family is qualified for such assistance, the Tribe shall procure the services of a qualified housing inspector to develop a scope of work for each unit, for the purpose of including such unit in future plans for housing assistance.

Households to be assisted will be consulted regarding repairs to be completed to their housing units. They shall be provided a copy of final work write-ups and of amendments to the write-ups. They shall also sign all inspector forms showing work successfully completed and recommending payment for such work.

If a dispute shall arise between the households to be assisted and the contractors, the Tribe's project staff shall try to resolve the dispute to the satisfaction of the



households. If the dispute cannot be resolved at this level, the dispute shall be taken before the Tribal Council for appropriate action.

5. Inspections:

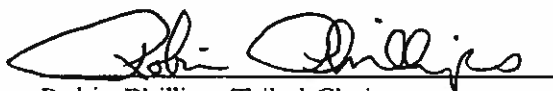
Housing rehabilitation work will be inspected by a qualified independent inspector under a contractual arrangement with the Tribe and/or the TDHE.

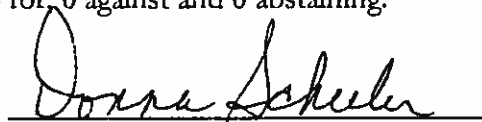
A qualified housing construction and rehabilitation inspector is a journeyman level person who performs difficult and responsible work involving the inspection of new construction and housing rehabilitation projects. The inspector must be able to perform inspection work including: inspections of multiple attached or detached housing projects or of community buildings; conducting housing surveys and writing contract work specifications, preparing cost estimates on single unit dwellings/community buildings, and monitoring contractor's progress (quality control inspections).

The inspector will provide quality control inspections when a contractor requests payment of work completed. After each inspection, the inspector will provide the tribe with a written inspection report with payment recommendations.

CERTIFICATION

The Tribal Council of the Sherwood Valley Rancheria does hereby certify that the Sherwood Valley Emergency Rehabilitation Policies & Procedures was approved by the Tribal Council on November 14, 1999, by a vote of 4 for, 0 against and 0 abstaining.


Robin Phillips, Tribal Chairman


Donna Schuler, Tribal Secretary

2/18/00
Date

2/18/00
Date

Sherwood Valley Rancheria
Special Tribal Council Meeting
Tuesday, March 30, 2004

Meeting called to order by Allen J. Wright at ____.
Quorum established.

Present

Allen Wright
Patrick Campbell, Sr.
Darlene Richards
Harold Maize
Donna Schuler
Beverly Mares

Absent

Donna Schuler
Victoria Willburn

MOTION #2 Patrick Campbell, moves that \$60,000. be removed from the Rehab Program to the Rental Assistance Program. Beverly Mares, seconded.

VOTE 4-Yes 0-No 0-Ab **MOTION CARRIED.**

MOTION #3 Patrick Campbell, moves to adopt the revised copy of the Rental Assistance Program. Harold Maize, seconded.

VOTE 4-Yes 0-No 0-Ab **MOTION CARRIED.**

MOTION #4 Darlene Richards, moves to set the limit for Rehab Assistance at \$5,000. Beverly Mares, seconded.

VOTE 4-Yes 0-No 0-Ab **MOTION CARRIED.**

