

COQUILLE INDIAN TRIBE

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RESOLUTION CY0254

HOUSING: Establishing a Self-Monitoring and Evaluation Policy for NAHASDA Indian Housing Block Grant Funded Housing Program

WHEREAS, the Coquille Indian Tribe is governed by the Coquille Tribal Council pursuant to the Tribal Constitution adopted by eligible voters of the Tribe on August 27, 1991, and approved by the Secretary of the Interior on September 9, 1991; and that the Tribal Council is empowered to act for the Coquille Indian Tribe; AND,

WHEREAS, the Coquille Indian Tribe is a federally recognized Tribe by virtue of the Coquille Restoration Act and is eligible for federal services and benefits including housing and related programs under the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA); AND,

WHEREAS, recipients of NAHASDA Indian Housing Block Grant (IHBG) funds are responsible for monitoring grant activities, ensuring compliance with applicable federal requirements, and monitoring performance goals established by an Indian Housing Plan; AND,

WHEREAS, NAHASDA §403(b) requires preparation of a compliance assessment at least annually; AND,

WHEREAS, IHBG funds are used by the Coquille Indian Housing Authority to support the affordable housing goals and objectives of the Coquille Indian Tribe;
NOW,

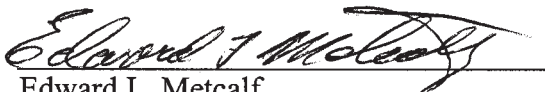
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THEREFORE, BE IT RESOLVED, that the attached "Self-Monitoring and Evaluation Plan" is adopted and incorporated by reference into this resolution; that an annual self-monitoring assessment shall be undertaken regarding compliance with NAHASDA's applicable federal requirements pursuant to the terms of the attached "Self-Monitoring and Evaluation Plan"; that the self-monitoring process will be conducted by an impartial appraiser; that results of this assessment will be made accessible to the public; and that recommendations to improve areas of significant compliance deficiencies will be developed and implemented during the proceeding program year.

C E R T I F I C A T I O N

The foregoing Resolution was duly adopted at the Tribal Council Meeting held at North Bend, Oregon on May 18, 2002, with the required quorum present by a vote of 6 For; 0 Against; 0 Absent; 0 Abstaining.


Edward L. Metcalf,
Chairperson


Toni Ann Brend,
Secretary-treasurer

SELF-MONITORING AND EVALUATION PLAN

SECTION 1: Policy Statement

The Native American Housing and Self-Determination Act of 1996 (NAHASDA) requires an annual assessment of compliance with requirements set forth by NAHASDA and with performance goals established by an Indian Housing Plan (IHP). To address these requirements, the Coquille Indian Tribe has established this Self-Monitoring and Evaluation Policy. The policy stipulates:

- That the assessment will be prepared at least annually,
- That the assessment will be performed by an impartial appraiser,
- That the assessment will be made accessible to the public, and
- That recommendations to improve areas of significant compliance deficiencies will be developed and implemented during the proceeding program year.

The policy also creates a useful management tool which may be utilized to enhance the Coquille Indian Housing Authority's operation as a property management business.

SECTION 2: Policy Outline

I. Monitoring Strategy and Plan

A. Annual Evaluations

1. Each fiscal year a Monitoring Plan shall be developed and completed encompassing:
 - Start and completion dates for the completion of the attached evaluations,
 - Frequency of completing the evaluations (annually, semi-annually, quarterly), and
 - Procedures to resolve any identified deficiencies or concerns.
2. A copy of the Monitoring Plan and any amendments to the Plan shall be provided to the CIT Tribal Council, the CIHA Board of Commissioners, and to CIT and CIHA staff.

B. Resolution of Non-Compliance Areas and Issues

1. If deficiencies are discovered in the evaluations performed in accordance with this procedure, a Performance Improvement Plan shall be established with target dates and corrective actions to ensure resolution and to prevent recurrence of deficiencies.
2. The Performance Improvement Plan will be submitted to the CIT Tribal Council at its next regular meeting following completion of the evaluations or within 30 days of completion of the evaluations, whichever is less.

3. The CIT Council will provide oversight to ensure that all deficiencies are corrected and shall concur on the closure of each deficiency.

II. Areas To Be Evaluated

- A. Planning
- B. Organization, Management, and Personnel
- C. Financial Management
- D. Supply Management
- E. Housing Management
- F. Contract Administration