

## **Information Needed for HUD Indian Housing Block Grant – Competitive**

### **Organizational Information:**

**Information on Webpage:** I have pulled the following information from your webpage. Please review and provide me with any edits, revisions, or notes that may impact how I utilize this published information.

- FY19 Indian Housing Plan
- FY18 Annual Performance Audit
- FY17 Financial Audit (link to FY18 Financial Audit not working).
- Sea-Ha Runner Newsletters

### **Information Needed**

- Grants.gov login information (user-name and password).
- Procurement policies (note if you have already demonstrated in other HUD grants that you meet the requirements of 2 CFR part 200.318-326 and 24 CFR part 1000 please send along). If not, I will put it together using your procurement policies and audits.
- Information on key staff and other personnel (including architects and consultants) for this project (note: I don't necessarily need resumes as they cannot be attached to the application. The information I am looking for includes:
  - Name and position
  - Role they will play in the project
  - Educational or professional background
  - Recent and relevant experience (defined as experience gleaned in the last 5 years that is related to the duties they will perform on this project).
- Description of how you have spent your IHBG Formula grants over the past 3-5 years. I just need the years, amounts, and brief project descriptions. I will look at your past reports to pull out other info needed.
- Please tell me if either of these following apply:
  - Applicant not approved for investing formula IHBG funds or approved for but not investing IHBG formula funds.
  - Applicant approved for and investing IHBG formula funds
- ZZZZZ

**Tribal Resolution:** I can draft the Tribal Resolution for you if need be. However, we will need the following included in the Tribal Resolution:

- Authorizing the CIHA to be the sole applicant for these funds representing the Coquille Indian Tribe.
- If the Tribe is providing leveraged funds, the amount and source of the funds should be stated in the resolution.

## **Citizen Participation**

- Information on meeting(s) that led this to be identified as a priority
  - Types of meetings
  - Number of meetings
  - Number of participants
  - Description of participants (e.g. members of the housing community, Elders Committee, etc.)

## **Demographics/Need**

- You mentioned a Coos County Housing Study that may help document need
- Information on current waiting lists
- Demographic information on current resident mix (especially looking for age breakdowns – if we are going to discuss the importance of aging in place).
- Information on the units that will be rehabilitated (when built, bed/bath configuration, what issues must be addressed, etc.) *Note: rehabilitation projects must extend the useful life of the unit.*
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## **Maps and Plans**

- Copy of current Strategic Plan
- Maps showing the target locations for new construction and rehab projects.
- Conceptual drawings of new construction
- Please provide a rough timeline of when you would want to undertake each of these initiatives (please note that substantial progress towards completion of the project must be underway by 9/30/21 and the entire project must be completed by 12/31/24).

## **Budgets**

- Budget information by category and line item (e.g. (2) two-bedroom/one bath single family homes 1500 sq.ft. in size @ \$ZZZZ/sq.ft.. The budget is based on actual costs for construction of similar units in 2018 with a 9% price inflator).
- Information (amount and source) on any funds to be leveraged.
- Letter from source confirming leveraged (if applicable).
- Indirect Rate – does the CIHA have their own Negotiated Indirect Agreement? If so please forward a copy of your most recent.
- If you utilize the land as part of your leveraged funds, I will need an estimate of the value of the land based on either a site specific appraisal no more than 2 years old, a comparable appraisal no more than 2 years old, a reasonable extrapolation of value based on current and local real estate publications, or a reasonable extrapolation of land valued based on recent sales of similar properties in the local area.