



Coquille Indian Housing Authority

FY 2020 Master Projects List

September 24, 2020

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
1	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20- '21	Admin Projects		IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction. HUD implementation training postponed due to COVID-19; training materials posted 5/19/20; training conducted 9/15/20.
	• Rehabilitation					
	- Design & Engineering					
2	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20- '21	Admin Projects		IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction. HUD implementation training postponed due to COVID-19; training materials posted 5/19/20; training conducted 9/15/20.
	• New Construction					
	- Design & Engineering					
3	2020 IHBG-CARES					
	• Environmental Review	IHBG	'20	Admin	AC	24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt. Scheduled 9/28-29/20.
4	2020 IHBG-CARES					
	• Duplication of Benefits Analysis	IHBG	'20	Admin	AC	HUD ONAP Duplication of Benefits Sources Table published 9/4/20. Scheduled 9/30/20.
5	2020 Self-Monitoring	IHBG	'20- '21	All	All	Due 9/30/20. Onsite and virtual review work scheduled 9/28/20-10/9/20. Proposed monitoring committee assignments to Board 9/24/20.
6	Kilkich HVAC Rehabilitation Project	Non-IHBG	'21	Admin Projects	AC, LM, DD	LM cost analysis to Board 9/27/18. Funding requested in CIT OHA CARES grant application submitted 8/31/20 to replace radiant and recirculating heating systems in units with heat pumps to draw in fresh, filtered air. Funds must be expended by 12/30/20. Resolution to Board 9/24/20. Awaiting response.
7	2020 Census	IHBG United Way	'19- '21	Admin	AC, DD, RH/ CIT, CW/CIT	Attended Coos County 2020 Census Complete Count Committee meeting in Coquille 6/13/19. Designated CIT Census Liaison 9/17/19, supported by Tribal GIS. Attended Oregon Tribal Census

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7	2020 Census (cont.)					Summit in Lincoln City 10/4/19. Info to TC at SMA workshop 11/6/19. Sponsored outreach during WG activities 1/11/20. Tribal ED committed funds to census promotion and prizes 1/23/20. Promoted census sweepstakes response on MyTribe beginning in Feb., Sea-Ha Runner Feb. and Mar., and K'wen 'inish-ha Feb., Mar., and May. Began We Count Oregon grant application 3/11/20; suspended 4/6/20 pending changes to application. Began procurement for promo 3/12/20; completed design 3/26/20; finalized and requested quote 6/2/20; ordered 6/16/20; received 6/29/20. Revised We Count Oregon grant template received 4/24/20; application for \$22,186.33 submitted 5/29/20 for purchase and distribution of prizes; awarded 6/2/20. Received draft grant agreement 6/10/20; returned 6/12/20; executed 6/15/20. Sweepstakes entries due 6/15/20; 85 qualified entries received. All entries to receive window cling and gift card. Insurance endorsements for We Count Oregon requested 6/16/20; received and submitted 6/24/20. Began procurement for gift cards and certificates 6/22/20; completed 6/25/20. Sweepstakes drawing held 6/27/20 during TRC. 1 - \$1,000, 4 - \$500, 4 - \$250, and 8 - \$100 Visa gift cards, and 68 - \$50 8th Generation gift certificates awarded. Prizes mailed 7/10/20; 1 unclaimed as of 9/24/20. Follow up in progress. Census enumerator onsite to interview Killich households that have not responded online or by mail beginning 8/14/20. Received notice Coquille census area 100% enumerated 9/11/20. Mailing for second chance opportunity to Tribal households that did not submit qualified entries for the first drawing pending completion of other work priorities.
8	COVID-19 Response					
	• IT	IHBG-CARES	'20	Admin	DD, RC/CIT	Began procurement for services and equipment to facilitate virtual communications and telework 5/21/20. Items include laptop, printers, supplies, upgraded networking equipment, and remote access service. CIT IT assisted with selection of networking equipment. Completed receipt of items 8/16/20. Installation assistance pending CIT IT staff availability.
9	Landscaping					
	• 2020 Front Yard Makeover	IHBG	'20-'21	Admin Projects	LM, TM, DD	Front yard makeover funds for one unit allocated in FY20 IHP. Announcements in July and August 2020 Sea-Ha Runner. Entry period 7/1/20 through 8/24/20. 2 entries received. Drawing conducted by CIHA Vice Chair Hunter 8/26/20. Unit 2617 selected. Design work with resident pending.

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10	COVID-19 Response					
	• Modifications to Facilities	IHBG-CARES	'20-'21	Admin Maintenance	DD, LM, SF, AC	Began procurement 3/10/20. Modifications to CIHA office include air purifiers, 6' floor signs, front door with half light, lever door handles, parcel locker, refrigerator with ice and water through door, utility sink, replacement of recirculating electric HVAC system, and touchless faucets, soap dispensers, paper towel dispensers, and wall-mounted hand sanitizer dispensers. All activities completed by 8/31/20 except front door and HVAC installation. Touchless faucets installed at SCINT 6/30/20. Touchless faucet installed at playground 8/24/20.
11	2020 IHBG-CARES Abbreviated Indian Housing Plan	IHBG-CARES	'20-'21	Admin Accounting	AC, LM, MC, DD	Numerous HUD COVID-19 funding-related conference calls, webinars, group emails, FAQs, analyses, notices, and direct communications since 3/12/20. CARES Act enacted 3/27/20. CIHA FY20 IHBG-CARES allocation is \$339,235. Attended HUD ONAP IHBG/ICDBG-CARES conference calls 4/28/20, 4/30/20, 5/1/20, 5/4/20, 5/5/20, 5/15/20, 6/17/20, and 7/16/20. Board approved 8/20/20. Presented to TC and approved by resolution 8/27/20. Submitted to HUD 9/2/20. HUD acknowledged receipt 9/2/20; awaiting response.
12	2021 IHBG Formula Funding	IHBG Non-IHBG	'20-'21	Admin	AC	Final FY20 allocation was \$1,109,670. FY21 preliminary estimate of \$1,111,887 received 5/29/20. O-link meeting held 6/26/20. Klamath out of non-program income. Siletz unable to accept subrecipient agreement. No FY21 MOA. Siletz and Grand Ronde to co-host FY22 o-link meeting. FRF due 8/1/20; submitted 7/15/20. HUD acknowledged receipt 7/15/20; awaiting formal response. House CR through 12/11/20 passed 9/22/20; to Senate. Final allocation notice anticipated 6/1/21.
13	Common Scheme Enforcement	IHBG Non-IHBG	'19-'20	Admin Resident Services	AC, LM, DH, BOC	Draft correspondence initiating enforcement activity received from EG 3/22-28/19. Policy updates required. Board appointed ad hoc committee 6/6/19. HUD affirmed fines for non-compliance permissible 6/11/19. DH reviewed associated agreements, policies, and ordinances with committee 12/5/19.
14	Contracts and Agreements					
15	• Audit	IHBG Non-IHBG	'20-'21	Admin	AC, MC	Procurement of audit services for FY20-22. Extended prior agreement to include FY19 1/8/20.
16	COVID-19 Response					
17	• Electronic Services	IHBG	'20-'21	Accounting Resident Services	MC, TM, DH	Began offering paperless billing 7/1/20; 8 signed up as of 9/24/20. Began offering direct deposit to MHAP recipients 7/1/20; 28 signed up as of 9/24/20. Exploring options to accept electronic payments. Met with bank reps 9/1/20 and 9/23/20.

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18	COVID-19 Response					
19	<ul style="list-style-type: none"> Emergency Response and Continuation of Operations 	IHBG	'20-'21	All	All	<p>Attended CIT IAP meeting 3/4/20. Planned CIHA messaging and essential services 3/5-6/20. Began preparations 3/9/20. Announced office closure and interim measures to Kilkich Facebook group, CIHA Board and staff, and Tribal Chair and ED late 3/13/20 following CIT MyTribe announcement. Implemented planned procedures 3/16/20. Began staggered work schedule 3/17/20. CIHA ED began attending CIT EOC incident briefings 3/18/20; demobilization debriefing 6/23/20. Began Phase 1 reopening and resumed full time staffing 5/11/20 with sanitization, self-screening, distancing, and PPE. Attended Godfrey & Kahn "Ready to Reopen? Legal Considerations" webinar 5/27/20. Planned Phase 2 reopening measures and messaging 5/11/20-6/12/20. Announced Phase 2 reopening to Kilkich Facebook group and posted updated signage 6/15/20. Public access to office available by appointment, most business conducted electronically, resumed lawn equipment lending, reopened playground, and resumed exterior work on units. Monitoring federal, state, county, and tribal announcements.</p>
20	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20-'21	Admin Projects		IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction. HUD implementation training postponed due to COVID-19; posted 5/19/20.
21	<ul style="list-style-type: none"> Environmental Review 				AC	24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt. Pending completion of other work.
22	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20-'21	Admin Projects		IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction.
23	<ul style="list-style-type: none"> Rehabitation 					
24	- Procurement				AC, LM, DD, RT	
25	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20-'21	Admin Projects		IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction.
26	<ul style="list-style-type: none"> New Construction 					
27	- Procurement				AC, LM, DD, RT	
28	Landscaping					
29	<ul style="list-style-type: none"> Memorial Garden 	IHBG	'13-'21	Admin Maintenance Projects	LM, DD	<p>Installation completed 6/21/16. Board discussed relocation of memorial wall to Tribal cemetery 4/25/19. TC supports relocation per discussion 5/9/19 and asked relationship to Tribe be added to nameplates. Commissioner Severson to propose new location. Work scheduled for winter 2019 through spring 2020. LM visited</p>

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30	• Memorial Garden (cont.)					cemetery with Commissioner Severson and Tribal maintenance staff 2/13/20 to identify recommended location. Replacement nameplates ordered 4/14/20; received 6/9/20.
31	Little Free Library	IHBG	'20- '21	Admin Projects	LM, AC	Visited Boat Building Center 4/26/19. Kits no longer available. Location changed to duplexes to replace memorial wall. Colt Signs engaged 9/24/19.
32	Records Management	IHBG	'09- '21	Admin Accounting Resident Services	DD, DH, MC, AC	Staff attended electronic document management presentation 1/21/09. Scheduling conflicts prevented CIT Records Management Coordinator from assisting with system design, retention schedule, policy development, and other tasks 3/2-13/09. Began conversion of Board meeting tapes to digital 1/3/11; completed 6/20/12. Began conversion of accounting records in storage to electronic document format 5/10/12. AP and receipt books completed 9/26/16. LOCCS draws completed 3/14/17. Quarterly SF425 financial reports completed 5/3/18. Began relocation of archived records from office to warehouse 11/16/18. AR completed 11/28/18. In progress: banking records 97%, payroll 93%, MDI 20%.
33	Signage					
34	• Cultural Garden	IHBG	'20- '21	Admin Projects	LM, AC	Colt Signs engaged to recreate interpretive sign 9/24/19. Met to review progress 9/17/20.
35	Signage					
36	• Playground	IHBG	'20- '21	Admin Projects	LM, AC	Colt Signs engaged to build non-smoking area signs 9/24/19. Met to review progress 9/17/20.
37	Signage					
38	• Street Signs	IHBG	'20- '21	Admin Projects	LM, AC	Colt Signs engaged to repair street signs 9/24/19. Met to review progress 9/17/20.
39	Time Capsule	Non-IHBG	'19- '21	Admin Projects	AC, DD, LM	Dedication at 2019 TRC. Met with Tribal staff 1/28/19 and 5/7/19. Solicited letters to future counterparts from CIHA BOC 4/25/19, TC 5/9/19, and KRA 5/13/19. Updated capsule procurement 5/1/19; ordered 5/7/19. Began plaque procurement 5/3/19; in progress. Began gathering contents 5/13/19; in progress. CIHA and CIT box inserts commissioned 6/4/19; received 6/24/19. Dedicated 6/28/19. Packaging, shipping, and plaque pending.
40	Tribal Activity					
41	• Ko-Kwel Wellness Center	IHBG	'19- '21	Admin	AC, LM, BOC	Multiple concerns expressed by KRA and CIHA Board members following Tribal presentation to community 1/14/19. Presentation to CIHA Board 1/24/19 cancelled. Resident petition presented to Board 3/21/19; conveyed to TC 3/22/19. Tribe conducted second

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42	Active	• Ko-Kwel Wellness Center (cont.)				community meeting to present information about the project and gather questions and comments held 3/30/19. CIHA staff participated in design-build contractor interviews 4/11-12/19. Cranberry vines removed week of 4/22/19. Tribe conducted third community meeting to gather additional input 5/30/19. TC adopted project charter 7/25/19. Update in August Sea-Ha Runner. Draft site plan to TC 9/6/19. Survey and geo-tech drilling 9/12-17/19. Tribe held community meeting 10/10/19 to gather feedback on draft floor plan and proposed interior materials. TC approved floor plan 10/24/19. Blessing 3/22/20. Sitework preconstruction meeting at CITHC, survey work, and equipment deliveries 3/26/20. Construction began 4/1/20. In progress. Scheduled to open summer 2021.
43	Administrative	Commissioner Appointments		IHBG	Admin Board	AC, BOC
44		• Position 1			'22	Paul Doyle appointed 6/25/20; term expires 4/30/22.
45		• Position 2			'21	Jeff Severson appointed 7/14/18; term expires 4/30/21.
46		• Position 3			'22	Shawn Chase appointed 5/9/19; term expires 4/30/22.
47		• Position 4			'21	Judy Rocha appointed 5/10/18; term expires 4/30/21.
48		• Position 5			'23	Don Garrett appointed 6/25/20; term expires 4/30/23.
49		• Position 6			'23	Bob More appointed 6/25/20; term expires 4/30/23.
50		• Position 7			'21	Denise Hunter appointed 5/10/18; term expires 4/30/21.
51		Contracts and Agreements				
52		• County PILOT LCA		IHBG	Admin	AC, EG/HSDW, BK/CIT
53	Emergency Preparedness					
54	• Agency Emergency Response Plan					
55	• Agency Evacuation Kit					
56	• Relocation of Tribal Emergency Management Equipment		Non-IHBG	Admin Projects	AC, LM, DD, DM/CIT	Working with ARES/RACES and CIT/IT on antenna design and placement.
57	• Resident Response Guide		IHBG	Admin	AC, CW/CIT	Received CIT Emergency Preparedness and Operations Quick Reference Guide document from Tribal Communications Officer

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58	Administrative	• Resident Response Guide (cont.)				10/2/18. CIHA to edit for distribution to residents. Submitted edits to Tribal Communications Officer 3/12/19; draft received 9/6/19. Edits requested 10/12/19; second draft received 10/15/19.	
59		• Staff Training - Incident Command Structure (ICS)				Online ICS100 for all. Online/classroom ICS200+ depending on assignment. TAB, AC, and LM attended ICS100 1/24/17.	
60		• Storage Facility for Residents' Emergency Supplies				Potential KRA or Tribal project.	
61		Investment of Non-Program Funds	Non-IHBG				Met with CIT financial advisor and CFO 11/8/13 to discuss Tribal investment process and options. Strategic Wealth Management presentation to Board 2/27/14. JW researching alternatives; initial presentation to Board 7/31/14. Draft MOA for investment pooling received from MG/CIT 8/22/14.
62		Tribal Trust Fund	Non-IHBG				Discussed with Tribal financial advisor and CFO 11/8/13.
63	Community Enhancement	Community Composting Facility				Composting and topsoil storage area adjacent to Community Garden. Cleared area 3/12/14.	
64		Landscaping					
65		• Four-Plexes					
66		• Fruit trees				Placement in community garden and bogs declined. Considering other locations.	
67		• Rain Garden				To reduce stormwater run off. Discussed with Mike Vaughan 2/28/13. Site selected between Health Center and 2601. Mike Vaughn engaged 6/10/13 to assist with design work; reviewed draft 6/17/13.	
68		Playground					
69		• Picnic Shelter					
70		• Refurbish Light Fixtures				Court lights replaced 1/13/20. Pathway lights pending.	
71		• Roof				Identified in CIHA FY18-22 Strategic Plan.	
72		Signage					
73	• Repainting				Kilkich entry and welcome signs.		
74	• Directions to Facilities						
75	Development	Elder/Disabled Independent Living					
76		Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20- '21	Admin Projects	AC, LM, DD	IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction.
77		• Rehabilitation					
78		- Pre-Construction					
79		- Construction					

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		Source	Year			
80	Kilkich Accessible Housing Project (cont.)					
81	• Rehabilitation (cont.)					
82	- Demonstrations and Tours					
83	- Move-In					
84	• New Construction					
85	- Pre-Construction					
86	- Construction					
87	- Demonstrations and Tours					
88	- Move-In					
89	Market Rate Rentals	Non-IHBG	'18- '22	Admin Projects Resident Services	AC, LM, MC, DH, DD	Identified in CIHA FY18-22 Strategic Plan. Began research on conversion of existing HUD units and evaluation of suitable units in July 2018. FCAS value requested 8/8/18; base values received 8/22/18. Attended rental housing training 9/12-13/18. Discussed with NWONAP GM Director 9/12/18. Follow up discussion 9/17/18 positive. Clarified useful life considerations. Coquille FCAS values requested from Formula Center 4/8/19; received 4/9/19. Financial analysis, Ch. 130 amendment, IHP program and policy revision/development, accounting requirements, and other tasks pending other work priorities.
90	North Parcel	Non-IHBG				Private residential leasing and market rate rentals.
91	Private Purchase Storage Lot	Non-IHBG				Proposed location past Pole Building. Will engage Rich Turi to draft design and prepare cost estimate to present to TC.
92	Tiny Homes	Non-IHBG				Mixed income, market rate rentals, and private residential leasing. Zoning ordinance revision required. Area identified for development. Preliminary site plan and design to Board 8/20/20. AC and LM attended infrastructure financing and development training 9/22-24/20.
93	Tribal Activity					
94	• Learning Center Traffic Redesign	IHBG Non-IHBG	'20- '21	Admin	AC, LM, BOC	Ongoing TC workshops to review proposed design alternatives starting 12/11/19. To Board 6/19/20.
95	Admissions and Occupancy	IHBG		Admin Resident Services	AC, DH, DD, EG/HSDW	Revision to update terminology, incorporate Board actions since last revision, and formalize practices. Contract to JC 4/1/13 per Board instruction 3/21/13; declined. Requested sample policy from HUD NWONAP monitoring team 4/25/13. AC and DH attended Fair Housing training 8/15/18.
96	Adverse Action Appeals	IHBG		Admin Resident Services	AC, DD, DH	Revision to improve formatting and flow.

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97	Bylaws	IHBG		Admin Board	AC, BOC	Revision to establish parliamentary authority and make housekeeping changes.
98	Decks	IHBG		Admin Projects	AC, DD, LM	Revision to update specifications.
99	Drug-Free	IHBG		Admin	AC, DD	Revision to clarify that all marijuana is prohibited, including medical marijuana.
100	First-Time Homebuyer Assistance	IHBG	'18-'22	Admin Resident Services	AC, DH, EG/HSDW	Identified in CIHA FY18-22 Strategic Plan. Sample policies and program documents to DH 7/20/18. DH rough draft to AC 10/25/18. Program development included in FY20 IHP. Discussed Tribal funding with TC 6/14/19. Tribal funding unavailable due to economic impact of COVID-19 on Tribal general funds.
101	Home Repair Program	IHBG		Admin Resident Services	AC, LM, DH	Program to be transferred from CIT to CIHA. Eliminated 4/24/20 due to economic impact of COVID-19 on Tribal general funds.
102	HomeGO	IHBG		Admin Resident Services	AC, DD, DH	Update agreement to expand on insurance, useful life, and conversion in place.
103	Improvements	IHBG		Admin Projects	AC, DD, LM	New policy to accompany improvements request.
104	Payback Agreements	IHBG		Admin Resident Services	AC, DD, DH	Revision to update and add provisions.
105	Personnel	IHBG		Admin	AC, DD, EG/HSDW	Updates to incorporate 2 CFR 200 provisions.
106	Pets and Assistance Animals	IHBG		Admin Resident Services	AC, DD, DH, EG/HSDW	Board discussed 8/18/11.
107	Private Residential Leasing (PRL)	Non-IHBG		Admin Resident Services		"How To Build On Tribal Lands" brochure.
108	Security	IHBG		Admin Maintenance Resident Services	AC, LM, DD	Policy development.
109	Self-Monitoring	IHBG		Admin	AC, SM/CIT	Tribal policy update.
110	Travel	IHBG		Admin	AC, DD	Revision to update and add provisions.
111	Community Security System	IHBG		Admin		CITPD working with Tribal IT on additional cameras. Notified CIT grant application not funded 10/3/13. Incremental expansion of system by CIT IT.
112	Fire Extinguishers for Units	IHBG		Admin Maintenance	DH	Discussed with AMERIND representative 9/11/18. May be able to provide at low or no cost in collaboration with local fire department.
113	Four-Plex Soundproofing	IHBG		Admin Maintenance Projects		

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114	Non-Routine Office Maintenance	IHBG	'16- '21	All	All	Interior and exterior repairs and painting, electrical work, and carpet and appliance replacement. Exterior repairs and electrical work completed FY16. Refrigerator replaced FY20. Interior painting and carpet replacement deferred due to cost of exterior repairs, funding, and logistics.
115	Roads and Parking Areas	IHBG		Admin Maintenance Projects		
116	• Sealing					
117	Section 504 Uniform Federal Accessibility Standards Compliance	IHBG	'08- '21	Admin Maintenance Projects	AC,LM, DD, EG/HSDW	Identified in FY08 SMA. Legal review completed 10/17/08. 5% (3) of rentals must be accessible to physical disabilities, 2% (1) for sight and hearing disabilities. Conversion of 3 SF units to comply with physical disabilities standards complete, 2636 in FY12, 706 in FY14, and 709 in FY16. 706 transitioned to HomeGO 4/12/16. Continuing to assess rentals for potential conversion during turnover. Suspended in FY17 due to funding uncertainty. Rehab and construction of Sec. 504 compliant units included in FY20 and FY21 IHPs and FY18-19 IHBG-CG.
118	2018/2019 IHBG Competitive Grant Application	IHBG Non-IHBG	'19- '20	Admin	AC, LM, DD	HUD published request for comments 3/19/19; due 5/20/19. Emphasis on construction, rehab, need, and administrative capacity. NOFA published 5/7/19; applications due 8/8/19. Began procurement for grantwriting services 5/8/19; Cascadia engaged 6/23/19. Proposed project includes 3 units of Sec. 504 rehab and 3 units of Sec. 504 construction incorporated into FY20 IHP. Staff training in Seattle 6/17-20/19. To TC 7/24/19; resolution 7/25/19. Board resolution 8/1/19. Submitted, validated, and retrieved by grantor 8/5/19. Informed of grant award 12/4/19.
119	2019 APR	IHBG	'20	Admin Accounting	AC, DD, MC	FY19 APR due 12/29/19. Public notice published on Tribal website 11/25/19 and in The World 11/27/19. Available online and at CIT, CIHA, and local libraries during comment period. Comments due by 3:00 p.m., 12/11/19. None received. Presented to TC and approved by Board 12/12/19. Submitted to HUD 12/19/19; acknowledged receipt 12/20/19. Available to GC at WG outreach booth 1/11/20. HUD approved 1/14/20.
120	2019 Financial Audit	IHBG	'20	Admin Accounting	AC, MC, DD, DH, TM	FY20 financial audit due to Banner 3/31/20. FAC submission due within 30 days of report, no later than 7/1/20. Received request for audit materials 1/13/20 and began uploading 1/14/20. Fieldwork conducted 1/15-17/20. Board approved 3/26/20. Isler began FAC submission 3/30/20; completed 4/8/20. Posted on CIHA webpage 3/30/20. To Banner Bank and CIT 3/30/20. Forwarded directly to HUD NWONAP 4/23/20. FAC acceptance

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121	2019 Financial Audit (cont.)					date 4/8/20; notice of acceptance received 5/5/20; posted for agency review 5/13/20. HUD review completed 6/10/20.
122	2019 Self-Monitoring	IHBG	'19- '20	All	All	Due 9/30/19. Discussed Board performing review 4/25/19 and 6/6/19. Volunteers requested 8/1/19. Onsite review with Board and Consultant 8/27-28/19. To Council 11/6/19. To Board 11/7/19.
123	2019/2020 ICDBG Application	IHBG	'20	Admin	AC, LM, DD	NOFA published 11/19/19; applications due 2/3/20. Tribe willing to sponsor CIHA application if desired. Ceiling \$750,000. Area income limits apply. Deferred to 2021/2022 to improve likelihood of award and accommodate IHBG-CG activities.
124	2020 BOC/TC/Staff Training Event	IHBG Non-IHBG	'20	Admin	AC, LM, DD	Cancelled due to COVID-19.
125	2020 IHBG Formula Funding	IHBG	'19- '20	Admin	AC	Final FY19 allocation was \$1,087,565. FY20 preliminary estimate of \$1,090,040 received 6/4/19. O-link meeting held 7/12/19. MOA presented to TC 7/24/19, approved by resolution 7/25/19, and submitted to o-link 7/26/19. FRF submitted to HUD 7/26/19. HUD acknowledged receipt 7/29/19; formal response received 9/12/19. CR through 11/21/19 enacted 9/27/19. CR through 12/20/19 enacted 11/21/19. Final allocation notice of \$1,109,670 received 2/24/20. Funding agreement received 2/24/20; returned 2/25/20. Funds released 3/4/20. Conference call to review o-link reconciliation 3/9/20. Make whole payments received: \$30,591.11 from Grand Ronde 3/26/20, \$22,289.95 from Karuk 3/31/20, \$28,747.98 from Klamath via Siletz 5/11/20, and \$45.96 from Klamath 5/11/20. Completed new LOCCS approving official set up 5/14/20. First draw entered 5/18/20.
126	2020 IHBG-CARES Olink MOA Amendment	Non-IHBG	'20	Admin	AC	Allocation of \$339,235 published 4/3/20. O-link meeting held 5/27/20. Make whole payments received: \$9,352 from Grand Ronde 6/8/20, \$6,814 from Karuk 6/16/20, and \$8,803 from Klamath 6/16/20. FY20 MOA amendment approved by TC resolution 6/25/20. To host tribe 6/29/20.
127	2021 IHP	IHBG	'20	Admin Accounting	AC, MC	Due 7/18/20. Board approved 6/18/20. Presented to TC and approved by resolution 6/25/20. Submitted to HUD 7/9/20. HUD acknowledged receipt 7/10/20; approved 9/8/20.
128	Commissioner Appointments	IHBG		Admin Board	AC, BOC	Advertisement published on MyTribe and CIHA webpage 5/1/20 and in May K'wen 'inish-ha. Closing date 6/10/20. 4 applications received. To Board 6/18/20. To TC 6/25/20.
129	• Position 1		'20			Toni Ann Brend appointed 5/9/19. Position became vacant upon her death 2/16/20. Paul (Rocky) Doyle appointed 6/25/20 to serve remaining term; term expires 4/30/22.

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		Source	Year			
130	Commissioner Appointments (cont.)					
131	• Position 5		'20			Don Garrett appointed 4/6/17; term expires 4/30/20. TC reappointed 6/25/20. Oath of office 8/20/20.
132	• Position 6		'20			Bob More appointed 4/6/17; term expires 4/30/20. TC reappointed 6/25/20. Oath of office 8/20/20.
133	COVID-19 Response					
134	• IHBG-CARES Packages	IHBG-CARES	'20	Admin Maintenance	DD, AC, DH	Began procurement 5/21/20; many items backordered. Remaining items received 8/19/20. Completed preparation of boxes 8/24/20. Delivered to Kilkich residences 8/25-27/20. Included PPE, sanitation supplies, and LED light bulbs.
135	COVID-19 Response					
136	• Operating Supplies and Equipment	IHBG-CARES	'20	Admin Maintenance	DD, LM, SF, AC	Began procurement for PPE and sanitation supplies 5/21/20. Many items backordered. Received complete 9/3/20.
137	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20- '21	Admin Projects	AC, LM, DD	IHBG-CG awarded 12/4/19 for 3 units of rehab and 3 units of new construction.
138	• Rehabilitation					
139	- Final Unit Selection					
140	Landscaping					
141	• 2019 Front Yard Makeover	IHBG	'19- '20	Admin Projects	SP, TM, DD	Front yard makeover funds for one unit allocated in FY19 IHP. Announcements in June and July 2019 Sea-Ha Runner. Entry period 6/1/19 through 1:00 p.m., 7/25/19. 2 entries received. Drawing conducted at Board meeting 8/1/19. Unit 701 selected. Began design work with resident 8/6/19; completed 10/4/19. Installation completed 10/23/19.
142	Mailbox Relocation	IHBG	'19- '20	Admin Projects Resident Services	LM, SP	Relocation of mailboxes and shelter by CITHC to parking area by CITPD to accommodate KWC project. Procurement completed 9/24/19. Prepped new area 10/14-29/19. Concrete slab poured 10/31/19. Relocated recycle bin from 2600 to Community Garden area 12/3/19. Relocated mailboxes and shelter 2/13/20.
143	SCINT Parking	IHBG	'20	Projects	LM, SP	Additional off-street parking to reduce traffic congestion and on-street parking in front of neighboring residences. Began procurement 10/8/19; completed 10/15/19. Began work 10/17/19; completed 10/28/19.
144	Signage	IHBG	'20	Admin Projects	LM, AC	
145	• CIHA Office					Colt Signs engaged to rebuild CIHA office sign 9/24/19. Panel removed for refurbishment 11/5/19 Reinstalled 12/3/19.

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
146	Tribal Events	IHBG Non-IHBG	'20	Admin Resident Services		
147	• 2020 Winter Gathering				DD, DH, TM	Performed outreach during WG activities 1/11/20.
148	• 2020 Family Camp				AC, DD, LM, TM, BOC	Outreach during FC activities canceled due to COVID-19.
149	• 2020 Tribal Restoration Celebration				DD, DH, TM	Outreach during TRC activities canceled due to COVID-19.

Anne F. Cook