



# Coquille Indian Housing Authority

## FY 2023 Master Projects List

April 27, 2023

| Rank/<br>Class | Activity   | Funding  |      | Department        | Assignment            | Notes   |
|----------------|--|----------|------|-------------------|-----------------------|---|
|                |  | Source   | Year |                   |                       |   |
| 1              | <b>Kilkich Accessible Housing Project</b><br><br>• Rehabilitation<br><br>- 2608<br><br>- 708<br><br>- 2651 | IHBG-CG  | '20- | Admin<br>Projects | LM, RT, AC, DD,<br>SP | Extension request and revised implementation plan to address staffing, contractor, and material availability and cost submitted to HUD 8/4/21; approved 10/25/21.               |
|                |  | IHBG     | '24  |                   |                       |   |
|                |  | Non-IHBG |      |                   |                       |   |
|                |  |          |      |                   |                       |   |
| 2              | <b>Commissioner Appointments</b><br><br>• Position 5<br><br>• Position 6                                   | IHBG     | '23  | Admin<br>Board    | AC, BOC               | Advertisement scheduled for publication 5/1/23 on MyTribe, CIHA webpage, and K'wen Weekly and in June K'wen 'inish-ha. Closing date 7/26/23. To Board 7/27/23. To TC in August. |
|                |  |          |      |                   |                       | Don Garrett appointed 6/25/20; term expires 4/30/23.  |
|                |  |          |      |                   |                       | Bob More appointed 6/25/20; term expires 4/30/23.   |
| 3              | <b>IHBG-Competitive Amendment</b>  | IHBG     | '23  | Admin             | AC, LM                | Second extension request and revised implementation plan to address staffing.   |

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|----------------|---|--------------------------|-------------|-------------------------|---------------------|---|---|
|                |   | Source                   | Year        |                         |                     |   |   |
| 4              | <b>4</b>                                | <b>Personnel</b>         |             |                         |                     |   |   |
|                | • Wage Review                           | IHBG                     | '23         | Admin Accounting        | AC                  | Concurrent with FY24 IHP budget development.  |   |
| 5              | <b>5</b>                                | <b>OPUS Registration</b> | OHCS        | '23                     | Admin Accounting    | AC  | OHCS data collection system for drawing down grant funds. Set up required by end of May to enable distribution of current biennium BAFI-NATO Homeless Services Grant funds. Training, required submissions, and system configuration pending. |
| 6              | <b>6</b>                                | <b>Policy</b>            |             |                         |                     |   |   |
|                | • Cybersecurity                         | OHCS                     | '23         | Admin                   | AC, DD              | Formal policy and increased insurance limit required by OHCS BAFI-NATO Homeless Services Grant program. Sample policy requested from OHCS 4/12/23. Required to release funds to OPUS.   |   |
| 7              | <b>7</b>                                | <b>2024 IHP</b>          | IHBG        | '23                     | Admin Accounting    | AC, MC, DD  | Due 7/18/23. To Board 5/25/22. To TC 6/13-14/23.  |
| 8              | <b>8</b>                                | <b>Tribal Events</b>     |             |                         |                     |   |   |
|                | • 2023 Tribal Restoration Celebration   | IHBG<br>Non-IHBG         | '23         | Admin Resident Services | AC, LM, DD, TM, BOC | Outreach at TMCH 5:00 p.m.-8:00 p.m., 6/22/23. Procurement for promotional items and prizes in progress. Will invite NeighborWorks Umpqua to do IDA outreach.   |   |
| 9              | <b>9</b>                                | <b>Playground</b>        |             |                         |                     |   |   |
|                | • Resurfacing and Equipment Replacement | IHBG-CARES               | '20-<br>'23 | Maintenance Projects    | SP, SF, LM          | Replacement of loose surfacing material with solid surfacing material included in FY20 IHBG-CARES IHP; amended to add equipment replacement as funding permits. Began procurement research 3/25/21. Met with vendor to discuss options 5/27/21. Proposals requested 6/2/22; received 6/24/22. Exceeded funds available. Revised proposals requested 7/7/22; one received 7/15/22. Exceeded funds available. Second revision requested 7/17/22; one received 7/21/22, second received 8/17/22. Both exceed funds available. Third revision requested 9/9/22; one received 9/13/22. Quote for temporary fencing requested 9/15/22. Additional information requested from playground vendor 9/15/22; received 10/17/22. Agreement executed 10/18/22. COCB will repurpose old surfacing material per discussion 9/29/22. Swing set received 12/14/22. Temporary fencing received 2/2/23. Tiles received 2/27/23. Removed old surfacing material 2/13-17/23; COCB picked up 3/15-16/23. Began removing old swing set 2/13/23; completed 2/17/23. Removed merry go around and transported to warehouse 2/13/23; disassembled 2/15/23; to powdercoating 3/2/23. Installation of new surfacing and equipment in April/May, weather dependent. |   |

| Rank/<br>Class | Activity      | Funding                                  |                             | Department  | Assignment                      | Notes                 |  |
|----------------|---------------|--|-----------------------------|-------------|---------------------------------|-----------------------|--|
|                |               | Source                                   | Year                        |             |                                 |                       |  |
| 10             | <b>10</b>     | <b>Environmental Review</b>              |                             |             |                                 |                       |  |
|                |               | • IHBG-ARP - PMOSF Solar                 | IHBG-ARP                    | '21-<br>'23 | Admin<br>Projects               | AC                    | 24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt.  |
| 11             | <b>Active</b> | 2022 Financial Audit                     | IHBG                        | '23         | Admin<br>Accounting             | AC, MC, DD, TM        | FY22 financial audit due to Banner 3/31/23. FAC submission due within 30 days after audit report issued. Began uploading documents 1/12/23. Onsite fieldwork completed 2/6-9/23. Board approved 3/30/23. To Banner and posted on CIHA webpage 3/31/23. To CIT 4/7/23. Isler began FAC submission 4/13/23; completed 4/14/23. FAC accepted 4/14/23; notice of acceptance received 4/17/23. To HUD NWONAP 4/26/23; review in progress. |
| 12             |               | 2023 CIHA Board and Staff Event          | IHBG<br>Non-IHBG            | '23         | Admin                           | AC, DD                | FY23-27 strategic planning.  |
| 13             |               | 2602 Sublease Revision                   | IHBG                        | '23         | Admin<br>Accounting             | AC                    | Revision to allow additional users and index rent to HUD FMR. Current lease term expires 9/30/23.  |
| 14             |               | Conflict of Interest - Admissions        | IHBG                        | '23         | Admin<br>Accounting             | AC, DD, TM            | Identified in FY21 and FY22 SMA. NWONAP reviewed requirements at NWIHA meeting 4/12/23. Developed application, public disclosure, and HUD notice forms 4/17/23. Conversion to fillable pdf in progress. To be completed prior to FY23 SMA.   |
| 15             |               | Contracts and Agreements                 |                             |             |                                 |                       |  |
| 16             |               | • Audit                                  | IHBG<br>Non-IHBG            | '23         | Admin<br>Accounting             | AC, MC                | Procurement of audit services for FY22-26. MC began preparing RFP 11/16/22; to AC 1/9/23. Inadequate time to review, issue solicitation, evaluate response, and perform work in time by 3/31/23 due date. Existing agreement extended for FY22 period and solicitation rescheduled to May 2023.  |
| 17             |               | Environmental Review                     |                             |             |                                 |                       |  |
| 18             |               | • IHBG-ARP - New Construction            | IHBG-ARP                    | '23         | Admin                           | AC                    | 24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt.  |
| 19             |               | • IHBG-CG - New Construction             | IHBG-CG<br>IHBG<br>Non-IHBG | '23         | Admin                           | AC                    | 24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt.  |
| 20             |               | • OHCS BAFI-NATO Homeless Services Grant | OHCS                        | '23         | Admin                           | AC                    | Exempt and categorically excluded.   |
| 21             |               | HUD Training and Technical Assistance    | IHBG                        | '23         | Admin<br>Accounting<br>Projects | AC, LM, DD, MC        | HUD TTA funds appropriated under IHBG-ARP. Outreach call from HUD contractor, Local Initiatives Support Corporation, received 6/21/22. Discussed solar backup system and help engaging development, financial management, grantwriting, and other consultants. Follow up contact received 2/27/23. Kick-off call 3/16/23. Tentative onsite August 2023.  |
| 22             |               | Kilkich Accessible Housing Project       | IHBG-CG<br>IHBG<br>Non-IHBG | '20-<br>'24 | Admin<br>Projects               | LM, RT, AC, DD,<br>SP | Extension request and revised implementation plan to address staffing, contractor, and material availability and cost submitted to HUD 8/4/21; approved 10/25/21.  |

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|----------------|---------------------------------|-------------|-------------|------------|----------------------------|---|
|                |                                 | Source      | Year        |            |                            |   |
| 23             | • New Construction              |             |             |            |                            |   |
| 24             | - Procurement - 2665            |             |             |            |                            | Met with Energy Trust to review construction plans and incentives 5/6/21. Potential improvements received 5/18/21. Met with Energy Trust to review alternatives 5/27/21. Revised options received 6/2/21. Extension request and revised implementation plan to address staffing, contractor, and materials availability and prices submitted to HUD 8/4/21; approved 10/25/21. Added second duplex in IHBG-ARP IHP approved 12/16/21. Drawings completed 1/10/22. RFQ documents completed 6/24/22. Application for permits completed 7/5/22. Submitted to CIT for plan review 7/7/22. Plan adjustments submitted as requested. Quotes for utility connections in progress; sewer received 8/10/22, water received 8/16/22, electric pending. Lot surveyed 8/12/22; awaiting documentation to determine adjustments needed. Revised project implementation plan pending. |
| 25             | - Procurement - 2665            |             |             |            |                            | Met with Energy Trust to review construction plans and incentives 5/6/21. Potential improvements received 5/18/21. Met with Energy Trust to review alternatives 5/27/21. Revised options received 6/2/21. Extension request and revised implementation plan to address staffing, contractor, and materials availability and prices submitted to HUD 8/4/21; approved 10/25/21. Added second duplex in IHBG-ARP IHP approved 12/16/21. Drawings completed 1/10/22. RFQ documents completed 6/24/22. Application for permits completed 7/5/22. Submitted to CIT for plan review 7/7/22. Plan adjustments submitted as requested. Quotes for utility connections in progress; sewer received 8/10/22, water received 8/16/22, electric pending. Lot surveyed 8/12/22; awaiting documentation to determine adjustments needed. Revised project implementation plan pending. |
| 26             | Kilkich Easements and Lot Lines | CIT<br>IHBG | '21-<br>'23 | Admin      | AC, LM, BK/CIT,<br>EG/HSDW | Pacific Power easement for original housing development found to be invalid - improperly executed, not recorded, and overly broad. Correction necessary to finance upcoming Tribal development and comply with current Tribal financing terms. Work to correct will affect HUD master housing lease, including right of way determinations and lot line adjustments, and may require execution of service line agreements for housing units. Attended discussion with CIT staff 7/22/21. BK/CIT and EG/HSDW discussion with Board 7/29/21. Met with Tribal staff to discuss correcting lot lines and legal descriptions 7/20/22. Reviewed drafts 2/6/23 and 3/15/23. TC/BOC workshop postponed pending comprehensive planning. Sublease for Shishda Haws pending.   |

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| 27             | Non-Routine Office Maintenance         | IHBG    |             | Admin<br>Maintenance<br>Projects         | All                   | Interior and exterior repairs and painting, electrical work, and carpet and appliance replacement. Exterior repairs and electrical work completed FY16. Refrigerator replaced FY20. Additional exterior repairs required in FY21. Began rebuilding stairs from parking lot to office 11/3/20; completed 12/8/20. Began office front porch replacement 11/23/20; completed 12/8/20. Interior painting and carpet replacement deferred due to cost of exterior repairs, funding, and logistics. Accounting office repainted 8/11-15/22. Began procurement for roof replacement 3/13/23; in progress.  |
| 28             | OHCS BAFI-NATO Homeless Services Grant | OHCS    | '22-<br>'25 | Admin<br>Resident Services<br>Accounting | AC, DD, MC, TM,<br>SE | OHCS announced program and began consultation with tribes in Feb. 2022. Formula allocation available for a variety of activities to reduce homelessness and housing instability. Allocation amount, eligible activities, and grant application received 3/17/22. CIT allocation \$736,128. Application due 4/15/22; extended to 4/22/22. Funds must be expended by 6/30/23. Final pre-application OHCS/Tribal consultation 3/24/22. Board approved submission of grant application 3/24/22. AC consulted with RM/BOC regarding budget and units of assistance 4/5/22. Application submitted through OHCS online system 4/18/22. OHCS/Tribal consultation regarding allocation of undistributed funds 4/21/22. Additional information requested 5/4/22; submitted 5/5/22. Revised budget format requested 5/26/22; submitted 5/31/22. Contingent approval received 6/3/22. Attended HMIS trainings 6/16/22, 8/4/22, 9/7/22, and 10/6/22. Supplemental application for acquisition of RVs received 8/18/22 requires 10-year ownership period and is inconsistent with proposed housing first model. Board approved transfer of funds from housing first program to homelessness prevention activities 9/29/22. Amended application submitted and approved 10/5/22. Board adopted Emergency Housing Assistance Program policy 10/27/22. Grant agreement received 12/13/22. To RM and EG for review 12/14/22. Submitted consolidated notes on grant agreement and appendices to OHCS 1/24/23; responses from OHCS received 2/1-10/23 do not fully address concerns. Additional discussions 2/9/23, 2/16/23, and 2/17/23. EG response to OHCS submitted 2/21/23; OHCS final response received 3/3/23. BAFI-NATO tribal workgroup met 2/24/23 to review Governor's emergency order and 2023-2025 State budget. EO set aside \$5MM for tribes. Next biennium set aside \$5MM for tribes. Both to be distributed under BAFI-NATO via similar formula. Deadline to expend current, EO, and next biennium funds expected to be 6/30/25. Current |

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|                |  | Source      | Year    |                            |                        |   |
| 29             | OHCS BAFI-NATO Homeless Services Grant (cont.) |             |         |                            |                        | biennium funds likely to be advanced before 6/30/23. Executed agreement received 3/13/23; returned 3/14/23. Insurance requirements submitted to AMERIND 3/21/23. Fully executed final agreement received 3/23/23. Cyber security training, environmental review, and policy work pending. IHBG-ARP ERA continued pending access to OHCS funds.  |
| 30             | OHCS Homeownership Development Grant           | OHCS        | '23-'25 | Admin                      | AC                     | Downpayment assistance 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. Reinstated in FY23 IHP. OHCS funding possible. Assisting OHCS with tribal program development. Pre-application submitted 1/17/23. Board authorized application 3/2/23. Application submitted 3/16/23; awaiting response. |
| 31             | OHCS Tribal Housing Block Grant                | OHCS        | '23-'25 | Admin                      | AC                     | State program similar to NAHASDA IHBG, combining multiple competitive grants and set asides into a single formula grant. Initial tribal housing workgroup met 2/24/23.  |
| 32             | Personnel                                      |             |         |                            |                        |   |
| 33             | • Accounting Clerk                             | IHBG        | '22-'23 | Admin<br>Accounting        | AC, MC, DD             | Temporary part time position to support additional workload created by multiple new grants. FY22-23 IHP budgets adequate to fund 3-6 month term. Job description in place. Justification received from Controller 7/6/22. Prepared offer letter, new hire checklist, and other documentation 8/17-19/22; began work 8/29/22. Solicitation for regular position pending.   |
| 34             | • Maintenance Technician                       | IHBG        | '22-'23 | Admin<br>Maintenance       | AC, LM, DD             | Temporary part time position to support seasonal activities and fluctuations in workload. FY22-23 IHP budgets adequate to fund 3-6 month term. Job description in place. Justification received from Deputy Director 7/20/22. Prepared offer letter, new hire checklist, and other documentation 8/15-17/22. To temporary employee 8/17/22; began work 8/22/22. Solicitation for regular position pending.  |
| 35             | Policy   |             |         |                            |                        |   |
| 36             | • Admissions and Occupancy                     | IHBG        | '23     | Admin<br>Resident Services | AC, TM, DD,<br>EG/HSDW | Revision to update terminology, incorporate Board actions since last revision, formalize practices, and remove CTCLUSI preference. In progress.   |
| 37             | Signage  |             |         |                            |                        |   |
| 38             | • Kilkich Entry                                | CIT<br>IHBG | '21-'23 | Admin<br>Projects          | AC, LM, SP             | Met with Tribal staff and sign contractor 4/20/21 regarding placement of KWC sign at entry. Discussed refurbishment of Kilkich entry sign with sign contractor. Met with KWC design   |

| Rank/<br>Class | Activity                      | Funding  |             | Department        | Assignment | Notes  |
|----------------|-------------------------------|----------|-------------|-------------------|------------|--|
|                |                               | Source   | Year        |                   |            |  |
| 39             | • Kilkich Entry (cont.)       |          |             |                   |            | team 5/14/21 to discuss KWC sign at entry. CIHA working with sign contractor to coordinate Kilkich and KWC entry signs. KWC design group approved draft 6/4/21. Cost estimate to Tribal staff 6/14/21 to amend KWC contract for signage. Revised layout received 6/25/21. Paint colors submitted 7/6/21. Approved lighting and final design 8/5/21. Fabrication of KWC signs completed 2/10/22. New posts and KWC panels installed 5/27/22. Met with Pacific Power and electrical contractor 2/14/23 regarding meter relocation; work completed 4/13/23. Kilkich panels in progress.   |
| 40             | UST Homeowner Assistance Fund | UST HAF  | '21-<br>'24 | Admin<br>Projects | AC, DD, SP | Homeowner assistance funds appropriated by American Rescue Plan Act 3/11/21. Anticipated allocation ~\$885,000. 15% planning and admin. Eligibility higher of 100% NMI or 150% AMI. Guidance issued 4/14/21. Tribal consultation 4/15/21. Portal to request funds launched 5/4/21. NWIHA engaged HSDW to develop model policy 5/17/21. Board adopted bank account resolution 5/20/21. Draft policy documents received from HSDW 6/9/21. Board approved HAF policy 6/17/21. Deadline for tribes to submit HAF Plan revised from 6/30/21 to open ended. Second Tribal consultation 7/13/21. Set up certified digital ID and submitted initial funds request and funding agreement 7/26/21; executed agreement received 8/13/21. TC motion to approve distribution to CIHA 7/30/21; correspondence submitted 8/5/21. Revised guidance and HAF plan templates published 8/2/21. Revised policy documents received 8/4/21. Initial 10% distribution of \$84,181.60 received 8/13/21. Total allocation amount of \$841,816 published 9/20/21. Board adopted policy revision 9/30/21. Published to membership online and in K'wen Weekly 11/8/21. Critical need to prevent displacement will be prioritized until additional funds are received. Attended NAIHC trainings 2/17/22 and 2/28/22. Attended UST HAF Plan training 9/28/22. Board approved HAF plan 9/29/22; submitted to UST 10/3/22. Staff attended HAF reporting training 10/19/22. Board approved HAF policy revision 10/27/22. Pro rata reallocation of returned HAF funds announced 4/24/23. CIHA additional allocation \$47,229.35. Requires budget revision via portal. Addition to mortgage assistance recommended based on current utilization. Assistance to date: 20 mortgage/utilities, 9 back taxes, 5 homeowners' insurance, and 22 home repairs completed, 5 in progress, and 5 pending completion of procurement as of 4/27/23. |
| 41             | Warehouse Generator           | IHBG-ARP | '22-<br>'23 | Projects          | LM, SP     | Installation of warehouse generator included in FY21 IHBG-ARP IHP. Began researching solar generator options in February   |

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|----------------|---|-----------------------------|---------|------------------------------------|----------------|--|---|
|                |   | Source                      | Year    |                                    |                |  |   |
| 42             | Active  | Warehouse Generator (cont.) |         |                                    |                | 2022. Met with Lloyd 4/6/22 and Reese 4/19/22 to review wiring already in place and additional wiring needed. Began procurement research 4/1/22; in progress. Requested cost comparison for solar and conventional backup generator systems from Dialed In Electric (DIE) 5/19/22. Requested quote for net zero solar system from Coastal Solar Oregon (CSO) 10/24/22. CSO site visit week of 10/31/22. DIE site visit week of 11/7/22. Contractor began system design and researching grants and incentives 1/17/23. Met to review equipment 2/16/23. Began final drawings 2/20/23; received 3/21/23. Review in progress. Walkthrough with CSO and electrician 3/24/23; awaiting final pricing. Grant and incentive applications in progress. |   |
| 43             | Administrative                                      | Commissioner Appointments   | IHBG    | Admin Board                        | AC, BOC        |  |   |
| 44             |   | • Position 1                |         |                                    |                | '25  | Paul Doyle appointed 11/18/22; term expires 4/30/25.  |
| 45             |   | • Position 2                |         |                                    |                | '24  | Denise Hunter appointed 7/16/21; term expires 4/30/24.  |
| 46             |   | • Position 3                |         |                                    |                | '25  | Shawn Chase appointed 11/18/22; term expires 4/30/25.   |
| 47             |   | • Position 4                |         |                                    |                | '24  | Judy Rocha appointed 7/16/21; term expires 4/30/24.   |
| 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                |         |                                    |                | '24  | Jackie Chambers appointed 11/18/22; term expires 4/30/24.   |
| 51             |   | Contracts and Agreements    |         |                                    |                |  |   |
| 52             |   | • County PILOT LCA          | IHBG    |                                    | Admin          | AC, EG/HSDW, BK/CIT  | Received request for fee increase from CFD 11/25/08; revised agreement approved by Board 1/27/09. May wish to reconsider CIHA agreement with County and/or alternate service providers. Renewed effort to enter into LCA with County recommended in FY12 SMA. HUD NWONAP offered its assistance with the process 4/24/13. |
| 53             | Electronic Billing and Payments                     | IHBG                        | '20-'23 | Admin Accounting Resident Services | MC, TM, DD, AC | Began offering paperless billing 7/1/20. Began offering direct deposit to MHAP recipients 7/1/20. Exploring options to accept electronic payments. Met with bank reps 9/1/20 and 9/23/20.  |   |
| 54             | Emergency Preparedness                              |                             |         |                                    |                |  |   |
| 55             | • Agency Emergency Response Plan                    | IHBG                        |         |                                    |                |  |   |
| 56             | • Agency Evacuation Kit                             | IHBG                        |         |                                    |                |  |   |
| 57             | • Staff Training - Incident Command Structure (ICS) | IHBG                        |         |                                    |                | Online ICS100 for all. Online/classroom ICS200+ depending on assignment. TAB, AC, and LM attended ICS100 1/24/17.  |   |



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|----------------|------------------------------------|-----------------------------|-------------|----------------------------------|----------------|---|
|                |                                    | Source                      | Year        |                                  |                |   |
| 58             | Landscaping                        |                             |             |                                  |                |   |
| 59             | • 2023 Front Yard Makeover         | IHBG                        | '23-<br>'24 | Admin<br>Maintenance<br>Projects | LM, TM, DD     | Front yard makeover funds for one unit allocated in FY23 IHP.   |
| 60             | • Four-Plexes                      |                             |             |                                  |                |   |
| 61             | • Fruit trees                      |                             |             |                                  |                | Placement in community garden and bogs declined. Apple trees planted by CIHA office 12/14/21.   |
| 62             | • 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. Alternate site selection pending.  |
| 63             | Mailbox Shelters                   | IHBG                        | '22-<br>'23 | Maintenance<br>Projects          | SP, SF, KM     | Two CCAT bus shelters donated to CIHA to replace two mailbox shelters that are leaking. Will fit existing slabs. Parts from old shelters will be used to refurbish third shelter. Began procurement for sandblasting and painting 6/23/22; completed 7/5/22. Work began 7/11/22; completed 7/28/22. Reinstallation of glass panels pending fabrication of two replacement panels. |
| 64             | Signage                            |                             |             |                                  |                |   |
| 65             | • Cultural Garden                  |                             |             |                                  |                |   |
| 66             | • Directions to Facilities         |                             |             |                                  |                |   |
| 67             | • Playground                       | IHBG                        |             | Admin<br>Projects                | LM, SP, AC     | Colt Signs engaged to build non-smoking area signs 9/24/19. Met to review progress 9/17/20.   |
| 68             | • Street Signs                     | IHBG                        |             | Admin<br>Projects                | LM, SP, AC     | Colt Signs engaged to repair street signs 9/24/19. Met to review progress 9/17/20. Installed all except duplexes 10/29/20.  |
| 69             | • Welcome                          | IHBG                        |             | Admin<br>Projects                | AC, LM, SP     | Met with sign contractor 4/20/21. Discussed refurbishment of Kilkich welcome sign. Pending completion of Kilkich entry sign.  |
| 70             | Dala'liya Court Cottages           | Non-IHBG                    |             | Admin<br>Projects                | AC, LM, RT, SP | 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. Proposed project for CIT ARP funds.  |
| 71             | Kilkich Accessible Housing Project | IHBG-CG<br>IHBG<br>Non-IHBG | '20-<br>'24 | Admin<br>Projects                | AC, LM, RT, SP | IHBG-CG awarded 12/4/19 for 3 units of SF rehab and 3 units of new construction.  |
| 72             | • Development Consultant           |                             |             |                                  |                | Under consideration.  |
| 73             | • New Construction                 |                             |             |                                  |                |   |
| 74             | - Pre-Construction                 |                             |             |                                  |                |   |
| 75             | - Construction                     |                             |             |                                  |                |   |
| 76             | - Demonstrations and Tours         |                             |             |                                  |                |   |

| Rank/<br>Class | Activity              | Funding                             |                  | Department                             | Assignment             | Notes   |
|----------------|-----------------------|-------------------------------------|------------------|--|------------------------|---|
|                |                       | Source                              | Year             |  |                        |   |
| 77             | Development           | Kilkich HVAC Rehabilitation Project | Non-IHBG         | Admin<br>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. Funds to be expended by 12/30/20. Resolution to Board 9/24/20. Coquille award announced by OHA 10/25/20 insufficient to fund project. CIT confirmed project not funded 10/31/20.   |
| 78             |                       | Market Rate Rentals                 | Non-IHBG         | Admin<br>Projects<br>Resident Services | AC, LM, MC, TM,<br>DD  | Began research on conversion of existing HUD units and evaluation of suitable units in July 2018. FCAS value requested 8/8/18; received 8/22/18. Attended training 9/12-13/18. Discussed with NWONAP 9/12/18 and 9/17/18. Clarified useful life considerations. Updated FCAS value requested 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. |
| 79             |                       | North Parcel                        | Non-IHBG         | Admin<br>CIT                           |                        | Private residential leasing and market rate rentals.  |
| 80             |                       | Private Purchase Storage Lot        | Non-IHBG         | Admin<br>CIT                           | AC, LM, BOC, TC        | Proposed location past Pole Building.   |
| 81             |                       | Tarheel Private Lots                | Non-IHBG         | Admin<br>CIT                           | AC, LM, BOC, TC        | Proposed project for CIT ARP funds.   |
| 82             |                       | Tv-ma'-xwe Court                    | Non-IHBG         | Admin<br>Projects                      | AC, LM, RT, SP         | Mixed income. Area identified for development. AC and LM attended infrastructure financing and development training 9/22-24/20. Preliminary site plan and design to Board 6/17/21. Proposed project for CIT ARP funds.  |
| 83             | Policies and Programs | Adverse Action Appeals              | IHBG             | Admin<br>Resident Services             | AC, DD, TM             | Revision to improve formatting and flow.  |
| 84             |                       | Common Scheme Enforcement           | IHBG<br>Non-IHBG | Admin<br>Resident Services             | AC, LM, TM, 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.  |
| 85             |                       | Decks                               | IHBG             | Admin<br>Projects                      | AC, LM, DD             | Revision to update specifications.  |
| 86             |                       | Home Repair Program                 | CIT<br>IHBG      | Admin<br>Resident Services             | AC, DD, LM, TM,<br>BOC | Program transferred from CIT to CIHA. Eliminated 4/24/20 due to COVID-19's effect on Tribal general funds. Reinstated 7/16/21. \$35,000 received 7/26/21. Board discussion 9/30/21. HAF funds will be exhausted prior to accessing Tribal funds.  |
| 87             |                       | HomeGO                              | IHBG             | Admin<br>Resident Services             | AC, DD, TM             | Update agreement to expand on insurance, useful life, and conversion in place.  |
| 88             |                       | Improvements                        | IHBG             | Admin<br>Projects                      | AC, LM, DD, TM         | New policy to accompany improvements request.   |

| Rank/<br>Class | Activity   | Funding                           |             | Department                       | Assignment                | Notes  |   |
|----------------|--|-----------------------------------|-------------|----------------------------------|---------------------------|--|---|
|                |  | Source                            | Year        |                                  |                           |  |   |
| 89             | <b>Policies and Programs</b>                                   | Payback Agreements                | IHBG        | Admin<br>Resident Services       | AC, DD, TM                | Revision to update and add provisions.   |   |
| 90             |  | Personnel                         | IHBG        | Admin                            | AC, EG/HSDW               | Board adopted policy revision to incorporate Tribal provisions, improve consistency, and add Tribally-observed holidays 9/30/21. Revised to add Juneteenth holiday 4/28/22. Changes to conform to 2 CFR 200 pending.   |   |
| 91             |  | Pets and Assistance Animals       | IHBG        | Admin<br>Resident Services       | AC, DD, TM,<br>EG/HSDW    | Board discussed 8/18/11.   |   |
| 92             |  | Private Residential Leasing (PRL) | Non-IHBG    | Admin<br>Resident Services       |                           | "How To Build On Tribal Lands" brochure.   |   |
| 93             |  | Self-Monitoring                   | IHBG        | Admin                            | AC, SM/CIT                | Tribal policy update.  |   |
| 94             |  | Travel                            | IHBG        | Admin                            | AC, DD                    | Revision to update and add provisions.   |   |
| 95             | <b>Property Management</b>                                     | 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.  |   |
| 96             |  | Fire Extinguishers for Units      | IHBG        | Admin<br>Projects                | LM, SP                    | Discussed with AMERIND rep 9/11/18. May be able to provide at low or no cost in collaboration with local fire department.  |   |
| 97             |  | Four-Plex Soundproofing           | IHBG        | Admin<br>Projects                |                           |  |   |
| 98             |  | Roads                             | IHBG        | Admin<br>Projects                | LM, SP                    |  |   |
| 99             |  | • Repairs                         |             |                                  |                           |  |   |
| 100            |  | • Sealing                         |             |                                  |                           |  |   |
| 101            | Section 504 Uniform Federal Accessibility Standards Compliance | IHBG                              | '08-<br>'24 | Admin<br>Maintenance<br>Projects | AC,LM, DD, SP,<br>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. |   |
| 102            | <b>Reporting and Outreach</b>                                  | 2023 Self-Monitoring              | IHBG        | '23-<br>'24                      | All                       | All  | Due 9/30/23.  |
| 103            |  | 2024 IHBG Formula Funding         | IHBG        | '23-<br>'24                      | Admin                     | AC   | Preliminary allocation notice expected ~6/1/23.   |
| 104            | <b>Complete</b>  | 2022 Annual Performance Reports   | IHBG        | '23                              | Admin<br>Accounting       | AC, DD, MC   | Due 12/29/22. Board approved 12/15/22. Submitted to TC 12/16/22. Public notice published on CIHA webpage, Tribal portal, and The World newspaper print and online editions 12/16/22. Available at local libraries beginning 12/16/22. |

| Rank/<br>Class | Activity                                | Funding |         | Department     | Assignment | Notes   |
|----------------|---|---------|---------|----------------|------------|---|
|                |   | Source  | Year    |                |            |   |
| 105            | 2022 Annual Performance Reports (cont.) |         |         |                |            | Comments due by noon, 12/28/22. Submitted to HUD 12/28/22; acknowledged 12/28/22. Presented to TC 1/11/23.  |
| 106            | • IHBG                                  |         |         |                |            | HUD approved 1/6/23.  |
| 107            | • IHBG-CARES                            |         |         |                |            | HUD approved 1/6/23.  |
| 108            | • IHBG-ARP                              |         |         |                |            | HUD approved 2/24/23.   |
| 109            | • IHBG-Competitive                      |         |         |                |            | HUD approved 1/6/23.  |
| 110            | 2022 Self-Monitoring                    | IHBG    | '22-'23 | All            | All        | For FY22 period. Proposed monitoring committee assignments to Board 10/27/22. Onsite review conducted 11/1-9/22. To Board 12/15/22. To TC January 2023.   |
| 111            | 2023 IHBG Formula Funding               | IHBG    | '22-'23 | Admin          | AC         | FY22 final allocation was \$1,466,579. FY23 preliminary estimate of \$1,436,517 received 6/1/22. Correction/challenge log shows Coquille FCAS action pending. FRF due 8/1/22. O-link met 6/30/22. O-link MOA to TC 7/12/22, approved by resolution 7/15/22, and submitted to o-link 7/15/22. FRF submitted to IHBG Formula Center 7/27/22; acknowledged receipt 7/28/22. Final allocation notice \$1,493,901 received 2/27/23. O-link reconciliation received 2/28/23. Funding agreement received and returned 3/2/23. Conference call to review o-link reconciliation 3/6/23. HUD released funds 3/8/23. First LOCCS draw entered 3/24/23. \$66,866 make whole payment received from Klamath 3/28/23. \$17,459 received from Fort Bidwell 4/10/23. |
| 112            | Commissioner Appointments               | IHBG    | '22-'23 | Admin Board    | AC, BOC    | Advertised on CIHA webpage, My Tribe, K'wen Weekly, and Tribal Facebook. Published 3/7/22; closing date 3/23/22. Inadequate response. Published 4/5/22; closing date 4/27/22. Inadequate response. Published 5/2/22; closing date 6/15/22. Inadequate response. 6 applications received as of 8/23/22. To Board 8/25/22. To TC 8/30/22.   |
| 113            | • Position 1                            |         |         |                |            | Paul Doyle appointed 11/18/22; term expires 4/30/25.  |
| 114            | • Position 3                            |         |         |                |            | Shawn Chase appointed 11/18/22; term expired 4/30/25.   |
| 115            | • Position 7                            |         |         |                |            | Jackie Chambers appointed to Jeff Severson's remaining term on 11/18/22; expires 4/30/24.   |
| 116            | Environmental Review                    |         | '21-'23 | Admin Projects | AC, SP, DD | Staff attended HUD training 9/20-22/22.   |
| 117            | • FY23-27 Exempt                        | IHBG    |         |                |            | Primarily administrative activities. Began worksheets and documentation 9/27/22; completed 11/23/22. Tribal Chair's approval requested 11/28/22; received 11/29/22.   |
| 118            | • FY23-27 Categorically Excluded        | IHBG    |         |                |            | TBRA, DPA, operating costs, maintenance, and similar activities. Began worksheets and documentation 9/27/22; completed  |

| Rank/<br>Class | Activity                                 | Funding                     |             | Department                               | Assignment     | Notes  |
|----------------|--|-----------------------------|-------------|--|----------------|--|
|                |  | Source                      | Year        |  |                |  |
| 119            | Environmental Review (cont.)             |                             |             |  |                |  |
| 120            | • FY23-27 Categorically Excluded (cont.) |                             |             |  |                | 11/23/22. Tribal Chair's approval requested 11/28/22; received 11/29/22.   |
| 121            | • FY23-27 Recurring                      | IHBG                        |             |  |                | Accessibility, HomeGO, landscaping, modernization and rehabilitation, and sustainability. Began worksheets and documentation 9/27/22; completed 11/23/22. THPO clearance requested 11/16/22; received 11/22/22. Tribal Chair's approval requested 11/28/22; received 11/29/22.   |
| 122            | • IHBG-CG KAH Rehabilitation             | IHBG-CG<br>IHBG<br>Non-IHBG |             |  |                | 24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt. Cost estimate received 3/23/21. Began worksheets and documentation 9/27/22; completed 12/7/22. THPO clearance requested 11/16/22; received 11/17/22. Tribal Chair's approval requested 12/8/22; received 12/20/22.   |
| 123            | Landscaping                              |                             |             |  |                |  |
| 124            | • 2021 Front Yard Makeover               | IHBG                        | '21-<br>'23 | Admin<br>Projects                        | SP, TM, DD     | Front yard makeover funds for one unit allocated in FY21 IHP. Announcements in August and September 2021 Sea-Ha Runners. Entry period 8/1/21-9/30/21. 6 entries received. Drawing conducted by Secretary/Treasurer More 9/30/21. Unit 2625 selected. Began design work with resident 7/22/22; in progress. Began procurement for installation 7/25/22; responses received 9/23/22. Draft design received 10/7/22. Delivered to resident 10/20/22. Installation completed 2/8/23. |
| 125            | • 2022 Front Yard Makeover               | IHBG                        | '22-<br>'23 | Admin<br>Maintenance<br>Projects         | SP, TM, DD     | Front yard makeover funds for one unit allocated in FY22 IHP. Announcements in July and August 2022 Sea-Ha Runners. Entry period 7/1/22-8/24/22. Drawing at CIHA Board meeting 8/25/22. Unit 2639 selected. Began design work with resident 9/13/22; in progress. Began procurement for installation 9/12/22; responses received 9/23/22. Draft design received 10/7/22. To resident 10/14/22. Installation completed 2/9/23.  |
| 126            | Organizational Chart                     | IHBG                        | '23         | Admin                                    | AC             | To update reporting structure, titles, and current positions. Board approved 12/15/22.   |
| 127            | Tribal Events                            | IHBG<br>Non-IHBG            | '23         | Admin<br>Resident Services               | TM, DD         |  |
| 128            | • 2023 Winter Gathering                  |                             |             |  |                | Conducted outreach during MWG activities 1/14/23.  |
| 129            | UST Emergency Rental Assistance          | UST<br>IHBG                 | '21-<br>'23 | Admin<br>Resident Services<br>Accounting | AC, DD, SE, MC | Emergency rental and utility assistance funds in Consolidated Appropriations Act enacted 12/27/20. Anticipated allocation ~\$1.2m. 10% planning and admin allowance. Eligibility 80% or less of AMI. Deadline to submit payment information 1/12/21; CIHA submitted 1/7/21. Treasury held tribal consultation 1/17/21.   |

| Rank/<br>Class | Activity | Funding                                 |      | Department | Assignment | Notes  |
|----------------|----------|---|------|------------|------------|--|
|                |          | Source                                  | Year |            |            |  |
| 130            | Complete | UST Emergency Rental Assistance (cont.) |      |            |            | <p>FAQs issued 1/19/21. NWIHA engaged HSDW to develop model policy 1/25/21. Draft policy and attachments received 1/29/21. First allocation of \$1,352,764 received 2/1/21; second allocation of \$62,726.37 received 2/10/21; total \$1,415,490.31. Revised FAQs issued 2/22/21. To Board for review and discussion 2/25/21. Revised policy documents received 3/3/21. Attended Treasury webinar 3/4/21. Revised FAQs issued 3/16/21. Attended Treasury webinar 3/19/21. Revised policy documents received 3/23/21. Policy adopted by Board 3/25/21. Revised FAQs issued 3/26/21. Requested revisions to HSDW 4/14/21; received 4/20/21. Direct mailing to membership 4/14/21. Published to membership online and in K'wen Weekly 4/16/21. First application received 4/19/21. Revised policy documents received 4/20/21. Fillable forms and electronic signature set up completed 4/21/21. First payments issued 4/29/21. Revised FAQs issued 5/7/21. Revised policy documents received 5/11/21. HSDW presentation to NWIHA 5/19/21. Board adopted policy revision and bank account resolution 5/20/21. Board adopted policy revision 6/17/21. Revised FAQs published 6/24/21. Reporting guidance published 6/30/21. Revised policy documents received 7/6/21. POC guidance published 7/19/21. Additional reporting guidance published 7/23/21. Staff attended ONAP/Treasury joint webinar 7/27/21. 2021 Q2 partial reports due 8/6/21; submitted 8/5/21. Revised FAQs published 8/25/21. Staff attended Treasury presentation to NWIHA 9/15/21. On 9/22/21, Treasury extended 2021 Q1, Q2, and Q3 reporting deadline from 10/15/21 to 10/29/21. Revised reporting guidance published 9/28/21. Board adopted policy revision 9/30/21. 66% obligated as of 9/30/21; threshold to receive additional funds 65%. 2021 Q1, Q2, and Q3 reports submitted 10/29/21. Obligation certification and reallocation request submitted 11/29/21. Second reallocation request submitted 1/21/22. 2021 Q4 report submitted 1/27/22. Notified of \$49,878.11 reallocation award 3/14/22; received 4/1/22. 2022 Q1 report submitted 4/15/22. Third reallocation request submitted 6/9/22. 2022 Q2 report submitted 7/11/22. Notified of \$15,169.86 reallocation award 7/18/22; received 7/28/22. Treasury announced that tribes are not subject to involuntary recapture 7/21/22. Voluntary return of unobligated funds requested by 8/19/22. Fourth reallocation request submitted 8/17/22. IHBG-ARP ERA funds fully expended 9/22/22. Notified of \$51,570 reallocation award 10/11/22; received 10/17/22. 2022 Q3 report submitted 10/13/22. Deadline for expenditure 12/29/22. 2022 Q4 report submitted 1/12/23. SF-428 submitted 3/16/23. Final report submitted 4/26/23.</p> |

*Quae F. Cook*