



Coquille Indian Housing Authority

FY 2023 Master Projects List

September 28, 2023

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
1	2023 Self-Monitoring	IHBG	'23- '24	All	All	For FY23 period. Monitoring committee assignments to Board and staff 8/31/23. Onsite scheduled 10/2-5/23.
2	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. Assisted OHCS with tribal program development. OHCS HDIP pre-application submitted 1/17/23. Board authorized application 3/2/23; submitted 3/16/23; funded 6/14/23. Draft grant agreement received from OHCS 6/23/23; to EG/HSDW for review 7/6/23. Revised draft received from EG 7/25/23; to OHCS 7/25/23; response received 9/12/23. Submitted additional required documents and information 8/29/23. Executed agreement due 9/30/23. Policy to Board in Dec.
3	Kilkich Water Pressure	IHBG	'23- '24	Admin Maintenance Projects	SP, LM, AC, SF	Consulted with CBNBWB 5/22/23. Tested psi at hydrants near Pole Building and Jistajaya 11:00 a.m., 5/23/23 to 11:00 a.m., 5/24/23. Pressure fluctuated with Wisconsin pump activity and usage. Pole Building hydrant ranged 39.5-43 psi without pump running, 50-52 psi with. Jistajaya hydrant averaged 59 psi without, 65-66 psi with. Minimum requirement 20 psi. No indication of valve issues. Planned upgrades to Pigeon Point pump station should improve Kilkich pressure. Began procurement for device to test pressure at individual units 6/5/23; ordered 7/11/23; received 8/1/23. Readings taken 8/15/23, 8/16/23, and 8/21/23. CBNBWB test flow and service pressure 8/22/23 and 9/13/23. SP draft report to AC 9/19/23; pending review.
4	OHCS BAFI-NATO Homeless Services Grant	OHCS	'22- '25	Admin Resident Services Accounting	AC, DD, MC, TM, SE	CIT 21-23 allocation \$736,128. CIT 23-25+EO allocation \$844,268. Grant terms not suited to CIT needs. Met with OHCS 8/1/23 to discuss options and technical assistance. Proposed collaboration with the Salvation Army (TSA) preferred to other local providers. Met with TA provider 8/14/23. Salvation Army site visit 8/21/23. Revised plan received from TSA 9/14/23. Revised guidance received from OHCS 9/15/23; comments due 10/15/23. Draft TA contracts received 9/21/23; pending review.

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	OHCS BAFI-NATO Homeless Services Grant (cont.)					Development of subaward agreement and submission of 21-23 grant amendment and 23-25 application to follow.
5	5	Contracts and Agreements				
	• Audit RFP	IHBG Non-IHBG	'23	Admin Accounting	AC, MC	Oct. calendar.
	6	Environmental Review				
6	• IHBG-ARP - New Construction	IHBG-ARP	'23	Admin	AC	Oct. calendar. 24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt.
	• IHBG-CG - New Construction	IHBG-CG IHBG Non-IHBG	'23	Admin	AC	24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt.
7	7	Policy				
	• Admissions and Occupancy	IHBG	'23	Admin Resident Services	AC, TM, DD, EG/HSDW	Revision to update terminology, incorporate Board actions since last revision, formalize practices, and remove CTCLUSI preference. In progress.
8	8	Policy				
	• Emergency Rental Assistance Program (ERAP)	IHBG	'24	Admin Resident Services	AC, TM, DD, EG/HSDW	IHBG-ARP policy revision to transition program to IHBG funding
9	9	Personnel				
	• Wage Review	IHBG	'23	Admin Accounting	AC, LM	Allowance included in FY24 IHP budget. Downloaded job descriptions published in prior one-year period; review in progress. Updated wage scale pending.
10	10	Kilkich Accessible Housing Project				
	• New Construction		'20- '24	Admin Projects	LM, RT, AC, DD, SP	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 utilities in progress; sewer received 8/10/22, water received 8/16/22, electric pending. Lots surveyed 8/12/22. Second extension request and revised implementation plan to address continued staffing, contractor, and materials availability to HUD 9/27/23; awaiting response. Procurement for new A&E in progress. Publication scheduled for Feb. 2024.

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
	Kilkich Accessible Housing Project • New Construction (cont.)					
	- 494/496	IHBG-ARP				
	- 498/500	IHBG-CG/IHBG/Non-IHBG				
	- 2665	IHBG-CG/IHBG/Non-IHBG				
11	2024 IHBG Formula Funding	IHBG	'23- '24	Admin	AC	FY23 final allocation was \$1,493,901. FY24 preliminary estimate of \$1,646,384 received 6/1/23. Correction/challenge log shows Coquille FCAS action still pending. FRF due 8/1/23. O-link met 6/23/23. O-link MOA to TC 7/19/23, approved by resolution 7/21/23, and submitted to o-link 7/24/23. FRF submitted to IHBG Formula Center 7/24/23; acknowledged receipt 7/24/23.
12	BIA ARP HIP Funds	BIA-ARP	'24- '27	Admin Projects	AC, DD, SP	BIA ARP HIP funds awarded to CIT 3/11/21 \$87,954. CIHA subaward agreement to Board 8/31/23; to TC 9/1/23. HAF policy revision to supplement home repairs pending.
13	Board and Staff Event	IHBG Non-IHBG	'23	Admin	AC, DD, LM	Strategic plan update. Postponed to Spring 2024.
14	Conflict of Interest - Admissions	IHBG	'23	Admin Accounting	AC, DD, TM, SE	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 completed 5/1/23. Added to housing application 5/2/23. Distributed to 133 current participants and waiting list applicants 7/31/23; 59 received as of 9/28/23.
15	Environmental Review	OHCS	'23	Admin	AC	
16	• OHCS BAFI-NATO Homeless Services Grant					
17	• OHCS HDIP Homeownership Development Grant					
18	IHBG-Competitive Amendment	IHBG	'23	Admin	AC, MC, LM	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. Second extension discussed with TC/NWONAP 5/9/23. Request through 12/31/24 recommended but can extend to 12/31/28 if necessary. Submitted 9/27/23; awaiting response.
19	Kilkich Accessible Housing Project	IHBG-CG IHBG Non-IHBG	'20- '24	Admin Projects	LM, RT, AC, DD, SP	
20	• Rehabilitation					
						ERR completed 12/20/22. RFQs published 5/3/23. 3 contractors attended site visit 5/10/23. Quotes due 5/31/23; none received. Deadline for quotes extended to 7/7/23; 1 received. Awarded to McCormick & Son 7/17/23. Contracts signed and USDOL notices issued 8/23/23. NTP issued 8/31/23; signed 9/6/23. Work to be completed by 3/3/24.

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
21	Kilkich Accessible Housing Project • Rehabilitation (cont.)					
22	- 708					Drawings and specs completed 7/18/22. Submitted to CIT for plan review 7/20/22. CIT plan review completed and permitting documents received 8/3/22. Cabinet and lumber packages ordered 3/1/23; received 9/28/23 and 9/7/23, respectively. Demo pending.
23	- 2608					Drawings and specs completed 1/10/22. Submitted to CIT for plan review 1/31/22. CIT requested documents in electronic format 3/10/22; emailed link to Tribal Planner 4/27/22. Lumber package RFQ published 4/27/22. Cabinetry RFQ published 6/3/22. CIT plan review completed and permitting documents received 6/24/22. Signed permits returned 7/5/22. Additional permitting documents received 7/21/22. Final specs completed 7/27/22. Cabinet and lumber packages ordered 12/21/22; received 1/12/23 and 1/25/23, respectively. Began demo 9/18/23.
24	- 2651					Original unit (2659) no longer available. Substitution request submitted to HUD 2/8/23; approved 2/13/23. Drawings and specs completed 2/20/23. Submitted to CIT for plan review 9/26/23. Cabinet and lumber packages ordered 9/27/23; cabinet delivery scheduled 11/13/23; lumber delivery date pending. Began demo 9/21/23. Termite damage discovered; above ground treatment applied 9/27-29/23; below ground treatment pending.
25	Kilkich HVAC Rehabilitation Project	IHBG Non-IHBG	'23- '25	Admin Projects	AC, LM, DD, SP	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. Exploring ODOE and Energy Trust options.
26	Landscaping					
27	• 2023 Front Yard Makeover	IHBG	'23- '24	Admin Maintenance Projects	SP, TM, DD	Front yard makeover funds for one unit allocated in FY23 IHP. Announcements in July and August 2023 Sea-Ha Runners. Entry period 7/1/23-8/23/23. Unit 704 drawn at Board meeting 8/31/23. Met with resident to discuss process and scheduling 9/6/23. Met with resident and contractor to begin design work 9/11/23. Met with resident and designer to finalize design 9/15/23. Design received 9/25/23. Installation pending.
28	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 meeting 2/24/23; monthly thereafter. Concept draft in progress.

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29	Personnel					
30	• Maintenance Technician	IHBG	'22- '23	Admin 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; last day 7/20/23. Solicitation for regular position pending.
31	Policy					
32	• Cybersecurity	OHCS	'23	Admin	AC, DD	Formal policy and insurance increase required by OHCS BAFI-NATO Homeless Services Grant program. Sample policy requested from OHCS 4/12/23 and 5/23/23. Staff completed training 5/8/23. Insurance increased to \$1M effective 6/1/23.
33	Roads	IHBG BIA	'23- '25	Admin Projects	LM, SP	
34	• Repairs					Began procurement to repair four locations and address drainage at one location 3/28/23; completed 9/7/23. Contract preparation in progress.
35	• Sealing					Sufficient BIA road funds remaining after KTSP per MJ/CIT 5/15/23. Evaluating methods and gathering cost info to support TC priority designation. Researching consultant to evaluate current road condition and recommend best solution.
36	Signage					
37	• Kilkich Entry	CIT IHBG	'21- '23	Admin 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 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 reinstalled 5/16/23, except canoe. Canoe fabrication outsourced to out of state specialist due to size and scope of work; received 9/12/23. Canoe and lighting installation pending contractor availability.
38	USDOE Energy Efficiency and Conservation Block Grant (EECBG)	USDOE	'23- '24	Admin Maintenance	LM, DD, SP	CIT allocation \$10,400. CIHA pre-award information for electric lawn equipment rebate voucher submitted 9/14/23. Awaiting application instructions.

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39	USDOE Tribal Home Electrification & Appliance Rebates	USDOE	'23- '24	Admin Projects	AC, LM, DD, SP	CIT preliminary allocation \$396,269. Program comment period ended 9/15/23. Assistance capped at \$14,000 for various eligible upgrades. Full rebate for LI; half for LMI. Awaiting application instructions.
40	UST Homeowner Assistance Fund	UST HAF	'21- '24	Admin 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 prioritized until additional funds 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. Reallocation of returned HAF funds announced 4/24/23. Additional \$47,229.35 received 7/14/23. Assistance to date: 24 mortgage/utilities, 10 back taxes, 5 homeowners' insurance, and 27 home repairs completed, 6 in progress, and 1 pending completion of procurement as of 9/28/23.
41	Warehouse Solar	IHBG-ARP	'22- '24	Projects	LM, SP, AC	Installation of warehouse generator included in FY21 IHBG-ARP IHP. Began researching solar options in February 2022. Met with Lloyd 4/6/22 and Reese 4/19/22 to review wiring already in place and additional wiring needed. 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 Gold Star Communications (GSC) 10/24/22. GSC site visit week of 10/31/22. DIE site visit week of 11/7/22. GSC began system design and researching grants and incentives 1/17/23. Met to review equipment 2/16/23. Began preliminary drawings

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42	Active	Warehouse Solar (cont.)				2/20/23; received 3/21/23. Walkthrough with GSC and electrician 3/24/23. Preliminary pricing and incentives received 5/9/23. Met to review project 5/30/23. Met to review updated drawings 7/10/23. Final drawings received 7/16/23. Final cost received 7/21/23. Application for plan review and permitting submitted 7/26/23; payment to CIT issued 8/10/23; stamped plans and permits received 8/16/23. ODOE and ETO incentive applications submitted 8/2/23; ODOE \$45,000 awarded 8/11/23; ETO \$50,000 approved 8/25/23. Met with tax advisor 8/9/23; anticipated federal tax credit ~\$145,554. Total projected cost to CIHA \$2,036. Contract signed and USDOL notice issued 8/1/23. Customer generation application submitted to Pacific Power 8/2/23; approved 9/14/23. Equipment ordered 9/5/23; received 9/22-27/23. Start date 10/1/23. Work to be completed by 12/31/23.	
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				'26	Don Garrett appointed 8/11/23; term expired 4/30/26.
49		• Position 6				'26	Bob More appointed 8/11/23; term expired 4/30/26.
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	Fee increase requested by 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 per FY12 SMA. HUD NWONAP offered to assist 4/24/13.
53		Electronic Billing and Payments	IHBG	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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58	Landscaping					
59	• Four-Plexes					
60	• Fruit trees					Placement in community garden and bogs declined. Apple trees planted by CIHA office 12/14/21.
61	• 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.
62	Mailbox Shelters	IHBG	'22- '24	Maintenance 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.
63	Signage	IHBG		Admin Projects	LM, SP, AC	
64	• Cultural Garden					
65	• Directions to Facilities					
66	• Playground					Colt Signs engaged to build non-smoking area signs 9/24/19. Met to review progress 9/17/20.
67	• Street Signs					Colt Signs engaged to repair street signs 9/24/19. Met to review progress 9/17/20. Installed all except duplexes 10/29/20.
68	• Welcome					Met with sign contractor 4/20/21. Discussed refurbishment of Kilkich welcome sign. Pending completion of Kilkich entry sign.
69	Dala'liya Court Cottages	IHBG Non-IHBG		Admin 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; not funded.
70	Market Rate Rentals	Non-IHBG		Admin Projects Resident Services	AC, LM, MC, TM, 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.
71	North Parcel	Non-IHBG		Admin CIT		Private residential leasing and market rate rentals.

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72	Development	Private Purchase Storage Lot	Non-IHBG	Admin CIT	AC, LM, BOC, TC	Proposed location past Pole Building.	
73		Tarheel Private Lots	Non-IHBG	Admin CIT	AC, LM, BOC, TC	Proposed project for CIT ARP funds.	
74		Tv-ma'-xwe Court	IHBG Non-IHBG	Admin 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; not funded.	
75	Policies and Programs	Adverse Action Appeals	IHBG	Admin Resident Services	AC, DD, TM	Revision to improve formatting and flow.	
76		Common Scheme Enforcement	IHBG Non-IHBG	Admin 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.	
77		Decks	IHBG	Admin Projects	AC, LM, DD	Revision to update specifications.	
78		Home Repair Program	CIT IHBG	Admin Resident Services	AC, DD, LM, TM, 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.	
79		HomeGO	IHBG	Admin Resident Services	AC, DD, TM	Update agreement to expand on insurance, useful life, and conversion in place.	
80		Improvements	IHBG	Admin Projects	AC, LM, DD, TM	New policy to accompany improvements request.	
81		Payback Agreements	IHBG	Admin Resident Services	AC, DD, TM	Revision to update and add provisions.	
82		Personnel	IHBG	Admin	AC, EG/HSDW	Changes to conform to 2 CFR 200.	
83		Pets and Assistance Animals	IHBG	Admin Resident Services	AC, DD, TM, EG/HSDW	Board discussed 8/18/11.	
84		Private Residential Leasing (PRL)	Non-IHBG	Admin Resident Services		"How To Build On Tribal Lands" brochure.	
85	Self-Monitoring	IHBG	Admin	AC, SM/CIT	Tribal policy update.		
86	Travel	IHBG	Admin	AC, DD	Revision to update and add provisions.		
87	Property Management	CIHA Office Non-Routine Maintenance	IHBG	'16- '26	Admin Maintenance 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. Accounting office repainted 8/11-15/22. Began procurement for roof

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88	CIHA Office Non-Routine Maintenance (cont.)					replacement 3/13/23; completed 5/22/23. Work began 8/21/23; completed 9/5/23. Additional interior painting and carpet replacement pending scheduling, funding, and logistics.
89	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.
90	Fire Extinguishers for Units	IHBG		Admin 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.
91	Four-Plex Soundproofing	IHBG		Admin Projects		
92	Section 504 Uniform Federal Accessibility Standards Compliance	IHBG	'08- '24	Admin Maintenance Projects	AC,LM, DD, SP, 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 FY20-24 IHPs and FY18-19 IHBG-CG.
93	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.
94	2022 Annual Performance Reports	IHBG	'23	Admin 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. Comments due by noon, 12/28/22. Submitted to HUD 12/28/22; acknowledged 12/28/22. Presented to TC 1/11/23.
95	• IHBG					HUD approved 1/6/23.
96	• IHBG-CARES					HUD approved 1/6/23.
97	• IHBG-ARP					HUD approved 2/24/23.
98	• IHBG-Competitive					HUD approved 1/6/23.
99	2022 Financial Audit	IHBG	'23	Admin 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 completed 6/14/23.

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		Source	Year			
100	2022 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.
101	• Position 1					Paul Doyle appointed 11/18/22; term expires 4/30/25.
102	• Position 3					Shawn Chase appointed 11/18/22; term expires 4/30/25.
103	• Position 7					Jackie Chambers appointed to Jeff Severson's remaining term on 11/18/22; expires 4/30/24.
104	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.
105	2023 Commissioner Appointments	IHBG	'23	Admin Board	AC, BOC	Advertised on MyTribe and CIHA webpage 5/5/23-7/26/23; K'wen Weekly 5/9/23, 5/15/23, and 7/5/23; and June K'wen 'inish-ha. Closing date 7/26/23. 4 applications received. To Board 7/27/23. To TC 8/4/23. TC resolution 8/11/23. Oath of office 8/31/23.
106	• Position 5					Don Garrett appointed 8/11/23; term expired 4/30/26.
107	• Position 6					Bob More appointed 8/11/23; term expired 4/30/26.
108	2024 IHP	IHBG	'23	Admin Accounting	AC, MC	Due 7/18/23. Board approved 5/25/23. Presented to TC 6/14/23; approved by resolution 6/16/23. Submitted via EPIC 6/21/23. HUD acknowledged receipt 6/22/23; approved 8/11/23.
109	2602 Sublease Revision	IHBG	'23	Admin Accounting	AC	Revision to allow additional users and index rent to HUD FMR. Current lease term expires 9/30/23. Revised lease to CIT 5/10/23. CIT withdrew request 5/15/23. Will continue to use for CITPD, SO, and SCINT.
110	Environmental Review		'23	Admin	AC	
111	• 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.

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
112	Environmental Review (cont.)					
113	• FY23-27 Categorically Excluded	IHBG				TBRA, DPA, maintenance, and similar activities. Began worksheets and documentation 9/27/22; completed 11/23/22. Tribal Chair's approval requested 11/28/22; received 11/29/22.
114	• 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.
115	• IHBG-CG KAH Rehabilitation	IHBG-CG IHBG 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.
116	• IHBG-ARP - PMOSF Solar	IHBG-ARP				24 CFR 58.35(a) categorical exclusion subject to 58.5 converting to exempt. Began worksheets and documentation 4/15/22; completed 7/20/23. Tribal Chair's approval requested 7/21/23; received 7/26/23.
117	HUD Training and Technical Assistance	IHBG	'23	Admin Accounting 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. No contact as of 8/31/23. Closed incomplete.
118	Killich Easements and Lot Lines	CIT IHBG	'21- '23	Admin	AC, LM, BK/CIT, EG/HSDW	Pacific Power easement for original housing development invalid - improperly executed, not recorded, and overly broad. Correction necessary to finance upcoming Tribal development and comply with current Tribal financing terms. 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 proposed corrections 7/20/22, 2/6/23, and 3/15/23. TC approved easements 6/16/23. CIT will continue easements and work necessary to Tribal development. CIHA will continue work within housing master lease.
119	Landscaping					
120	• 2021 Front Yard Makeover	IHBG	'21- '23	Admin 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

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
121	Landscaping (cont.)					
122	• 2021 Front Yard Makeover	IHBG	'21- '23	Admin Projects	SP, TM, DD	selected. Began design work with resident 7/22/22. 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.
123	• 2022 Front Yard Makeover	IHBG	'22- '23	Admin Maintenance 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. 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.
124	OHCS BAFI-NATO Homeless Services Grant	OHCS	'22- '25	Admin Resident Services Accounting	AC, DD, MC, TM, 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 2/10/23 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
						Complete

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
125	OHCS BAFI-NATO Homeless Services Grant	OHCS	'22-'25	Admin Resident Services Accounting	AC, DD, MC, TM, SE	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 biennium funds likely to be advanced before 6/30/23. Executed agreement received 3/13/23; returned 3/14/23. Inquired about using funds for PHA project 3/20/23. Insurance requirements submitted to AMERIND 3/21/23. Fully executed final agreement received 3/23/23. OHCS determined PHA project ineligible 3/29/23. Funds received 6/23/23. RM/BOC exploring other collaboration opportunities.
126	OPUS Registration	OHCS	'23	Admin Accounting	AC, MC	OHCS data collection system for accessing grant funds. Required documents and information submitted 5/31/23. Registration completed 6/5/23.
127	Organizational Chart	IHBG	'23	Admin	AC	To update reporting structure, titles, and current positions. Board approved 12/15/22.
128	Personnel					
129	• Accounting Clerk	IHBG	'22-'23	Admin 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. Term of employment 8/29/22-3/23/23.
130	Playground					
131	• Resurfacing and Equipment Replacement	IHBG-CARES	'20-'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

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
132	Playground • Resurfacing and Equipment Replacement (cont.)					powdercoating 3/2/23. Removed remaining debris 5/24-25/23. Swing set installed 6/7/23. Prepped subgrade and installed tile 6/8/23-7/5/23. Merry go round installed 6/22/23. Temporary fencing removed 7/6/23; returned 7/11/23.
133	Tribal Events	IHBG Non-IHBG	'23	All	AC, LM, DD, TM, BOC	
134	• 2023 Winter Gathering					Conducted outreach during MWG activities 1/14/23.
135	• 2023 Tribal Restoration Celebration					Outreach at TMCH 5:00 p.m. to 8:00 p.m., 6/22/23. Began procurement for promotional items 4/11/23; ordered 5/10/23; received 5/31/23. Began procurement for game items 4/19/23; ordered 4/26/23; received 5/2/23. Began procurement for prizes 5/23/23; completed 5/30/23; received 6/1/23. Information for Chair's report provided 6/13/23 and 6/21/23.
Complete						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. 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.
	136	UST Emergency Rental Assistance	UST IHBG	'21- '23	Admin Resident Services Accounting	AC, DD, SE, MC

Rank/ Class	Activity	Funding		Department	Assignment	Notes
		Source	Year			
137	Complete	UST Emergency Rental Assistance (cont.)				<p>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. Ongoing program funded by IHBG-ARP and FY24 IHBG.</p>

Quae F. Cook