

### Application for Federal Assistance SF-424

\* 1. Type of Submission:

- Preapplication  
 Application  
 Changed/Corrected Application

\* 2. Type of Application:

- New  
 Continuation  
 Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

06/15/2011

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

#### State Use Only:

6. Date Received by State:

7. State Application Identifier:

#### 8. APPLICANT INFORMATION:

\* a. Legal Name:

Zuni Tribe

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

85-0156092

\* c. Organizational DUNS:

0694214100000

#### d. Address:

\* Street1:

1203B State Highway 53

Street2:

\* City:

Zuni

County/Parish:

\* State:

NM: New Mexico

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

87327-0339

#### e. Organizational Unit:

Department Name:

Division Name:

#### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Michael

Middle Name:

\* Last Name:

Chavez

Suffix:

Title:

Executive Director

Organizational Affiliation:

Zuni Housing Authority

\* Telephone Number:

505-782-4550

Fax Number:

\* Email:

mchavez@pozha.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

I: Indian/Native American Tribal Government (Federally Recognized)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.862

CFDA Title:

Indian Community Development Block Grant Program

**\* 12. Funding Opportunity Number:**

FR-5500-N-04

\* Title:

Community Development Block Grant Program for Indian Tribes and Alaska Native Villages (ICDBG)

**13. Competition Identification Number:**

ICDBG-04

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Housing Rehabilitation of 35 Houses

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="2,200,000.00"/>
* b. Applicant	<input type="text" value="100,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="2,300,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

# Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

## Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

## Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	Zuni Tribe
Applicant's DUNS Name:	0694214100000
Federal Program:	Community Development Block Grant Program for Indian Tribes and Alaska Native Villages
CFDA Number:	14.862

- Has the applicant ever received a grant or contract from the Federal government?  
 Yes       No
- Is the applicant a faith-based organization?  
 Yes       No
- Is the applicant a secular organization?  
 Yes       No
- Does the applicant have 501(c)(3) status?  
 Yes       No
- Is the applicant a local affiliate of a national organization?  
 Yes       No
- How many full-time equivalent employees does the applicant have? (Check only one box).  
 3 or Fewer       15-50  
 4-5       51-100  
 6-14       over 100
- What is the size of the applicant's annual budget? (Check only one box.)  
 Less Than \$150,000  
 \$150,000 - \$299,999  
 \$300,000 - \$499,999  
 \$500,000 - \$999,999  
 \$1,000,000 - \$4,999,999  
 \$5,000,000 or more

## Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

**Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.**

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

### **Paperwork Burden Statement**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

**If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:** The Agency Contact listed in this grant application package.

**Applicant/Recipient  
Disclosure/Update Report**

U.S. Department of Housing  
and Urban Development

OMB Number: 2510-0011  
Expiration Date: 10/31/2012

**Applicant/Recipient Information**

\* Duns Number: 0694214100000

\* Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

\* Applicant Name:

Zuni Tribe

\* Street1: 1203B State Highway 53

Street2:

\* City: Zuni

County:

\* State: NM: New Mexico

\* Zip Code: 87327-0339

\* Country: USA: UNITED STATES

\* Phone: 505-782-4550

2. Social Security Number or Employer ID Number: 85-0156092

\* 3. HUD Program Name:

Indian Community Development Block Grant Program

\* 4. Amount of HUD Assistance Requested/Received: \$ 2,200,000.00

5. State the name and location (street address, City and State) of the project or activity:

\* Project Name: Zuni Tribe Housing Rehabilitation

\* Street1: 01-Twin Buttes Road

Street2:

\* City: Zuni

County:

\* State: NM: New Mexico

\* Zip Code: 87327-0339

\* Country: USA: UNITED STATES

**Part I Threshold Determinations**

\* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

Yes  No

\* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR Sec. 4.9

Yes  No

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

**However,** you must sign the certification at the end of the report.

Form HUD-2880 (3/99)



**Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

\* Government Agency Name:

Government Agency Address:

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

\* Type of Assistance:

\* Amount Requested/Provided: \$

\* Expected Uses of the Funds:

Department/State/Local Agency Name:

\* Government Agency Name:

Government Agency Address:

\* Street1:

Street2:

\* City:

County:

\* State:

\* Zip Code:

\* Country:

\* Type of Assistance:

\* Amount Requested/Provided: \$

\* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

**Part III Interested Parties.** You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %

(Note: Use Additional pages if necessary.)

**Certification**

**Warning:** If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation. I certify that this information is true and complete.

\* Signature:

\* Date: (mm/dd/yyyy)

Andrew Othole

06/15/2011

## 2011 ICDBG – Housing Rehabilitation grant application

### Zuni Tribe / Zuni Housing Authority

#### C. Other

#### 3. Project-Specific Threshold Requirements.

**a. Housing Rehabilitation Project Thresholds.** The Zuni Housing Authority has in place rehabilitation policies and standards that have been adopted in accordance with 24 CFR 1003.302 (a).

- Rehabilitation and Emergency Repair Policies and Procedures, M70-2005-Q 028, adopted May 20, 2005
- Financial Management Policy, M70-2006-O-013, adopted February 13, 2006
- Procurement Policy, M70-2006-Q-014, adopted February 13, 2006
- Investment Policies and Procedures, M70-2006-Q-015, adopted February 17, 2006
- Prevailing Wage law, M70-2007-C-013, adopted February 26, 2007
- Relocation Policy, M70-2007-C 017, adopted March 09, 2007

There are two separate sets of policies in place and as approved by the Board of Commissioners who oversees management of the Zuni Housing Authority through a sub recipient agreement with the Zuni Tribe, the above policies will be adhered to when administering the ICDBG grant if funded.

#### *Rating Factor 1: Capacity of the Applicant*

#### 1. Managerial, Technical, and Administrative Capability

This application is being submitted by the Zuni Tribe and if funded, the ICDBG grant will be administered by the Zuni Housing Authority (ZHA) through a sub-recipient grant agreement. The Zuni Tribe and ZHA will comply with the ICDBG Regulations at 24 CFR Part 1003. ZHA will also comply with all current approved policies that are in place in lieu of the Zuni Tribe's policies. The ZHA is the Tribally Designated Housing Entity (TDHE) for the Zuni Tribe. This partnership is established pursuant to Tribal Resolution M70-2011-Q021 and ZHA Board Resolution ZHA-11-07.

#### **Zuni Housing Authority Mission Statement**

The mission of the Zuni Housing Authority is to provide safe, decent, affordable housing and professional housing services to tribal and community members through fair and equitable means and to promote quality living and self-sufficiency while maintaining balance to our unique cultural and traditional heritage.

#### **a. Managerial and Technical Staff**

The Zuni Housing Authority (ZHA) is the Zuni Tribe's Tribally Designated Housing Entity (TDHE). ZHA staffing consists of 32 full time employees and 55 force account employees. Full time administrative personnel include the Executive Director, 8 managers or supervisors level employees, and 23 other employees. With the current

organizational structure, the ZHA possesses the managerial, technical, and administrative capacity and capability necessary to carry out the proposed project.

The Zuni Housing Authority – Construction Services Department will be primarily responsible in administering the ICDBG grant activities if awarded. The department includes the Director/Project Manager, Housing Rehab Specialist, Procurement Officer, Administrative Assistant III's, Estimator, Inventory Clerk and Warehousemen will directly implement and administer the project and handle the technical aspects of executing the project in accordance with the implementation schedule, overseeing day-to-day activities to ensure that projects are on schedule and are completed within budgeted amounts. The Department Director will report activities and progress to the Executive Director. The ZHA Finance Department will monitor expenditures, run payroll; and the Human Resources Coordinator will assist in hiring workers. The roles/ responsibilities and knowledge/experience of key management staff who will be involved in this project are as follows:

<b>Team Member</b>	<b>Role</b>	<b>Responsibilities</b>	<b>Knowledge / Experience</b>
<b>Michael Chavez</b>	<b>Executive Director</b>	Mr. Chavez oversees approximately \$3.2 million in annual IHBG budgets allocated to the ZHA. He provides professional leadership and administers ZHA in an economical, effective, efficient, and ethical manner. He directs, organizes, and plans functions required to operate and maintain activities and services needed to accomplish the strategic objectives of Zuni Housing Authority. He routinely reports on activities and progress of the ZHA to the Board of Commissioners /Tribal Council.	Mr. Chavez has served as Executive Director for approximately 9 years, and 4 years as Construction Services Director and 6 years as Planning Manager Overall Mr. Chavez has attained 18 years of management level experience in Indian Housing. His career also includes 12 years in utilities engineering under the Navajo Tribal Utility Authority Engineering Division. Mr. Chavez attended the University of New Mexico and is a graduate of USDA Graduate School in the Certified Public Manager Program.
<b>Mary Ghahate</b>	<b>Finance Director</b>	Ms. Ghahate provides an internal financial control system to protect assets and ensure that the activities of the ZHA is properly performed, documented and in compliance with federal and local laws as they relate to financial management and controls, i.e., 24 CFR 85, CIR. A-87 and OMB Cir. A-133. Accounting concepts and principles are utilized in performing functions such as classifying accounting transactions, maintaining, balancing, and reconciling accounting records. She manages receipt and distribution of all funds as well as submitting all financial reporting. She supervises a Financial Specialist,	Ms. Ghahate, Finance Director, has 35 years of experience in business accounting and has been employed with ZHA for 23 years. During Ms. Ghahate's career she has smoothly transitioned from the laws and regulations of the 1937 Housing Act to Native American Housing Assistance and Self Determination Act (NAHASDA). Ms. Ghahate successfully established an independent in-house Accounting Department by eliminating the former contracted Fee Accountants (HABCO) and transferring the Accounting Department to MIP Accounting and HDS Tenant Accounting Software. With Mary's leadership in fiscal management and oversight, ZHA had no audit findings for FY 2007; two findings for FY 2008 that have been closed and no findings for 2009. She works closely with the Executive Director and other ZHA Program Managers in order to maintain proper and efficient

		Accounting technician	management of the established accounting systems. Ms. Ghahate closed out the financial portion of 2007 ICDBG, 2003 ICDBG, 2008 IHBG ARRA funds, and the 2008 IHBG grant.
<b>Virginia Kallestewa</b>	<b>Human Resources</b>	Ms. Kallestewa is responsible for collecting, analyzing, and preparing occupational information to facilitate personnel, administration and management functions of the organization. She ensures that the hiring of the project work force occurs in a timely manner. Ms. Kallestewa also coordinate employee benefits programs.	Overall, Ms. Kallestewa has 8 years experience in Human Resources. She spent 5yrs. as a Staffing Technician for the Zuni Tribe Human Resources Department and 3 yrs. as a Human Resources Coordinator for ZHA. She has established and maintains a file and records of all current and potential employees. She also maintains record of force account, for easy recall when needed: These include: Heavy Equipment Operators, Carpenters, Electricians, and Plumbers etc. which speeds up the process of hiring.
<b>Donavan Natachu</b>	<b>Project Manager Director Construction Services ZHA</b>	Mr. Natachu provides management oversight of all phases of construction for Zuni Housing Authority. This includes proper staffing, materials and equipment, ensuring project designs and specifications are followed and ensuring that work is proceeding on schedule and within budget. He also monitors and controls construction project schedules to achieve project completion within the approved timeline. He develops and monitors construction budgets and associated costs to achieve project completion within approved budgets. Mr. Natachu also provides management oversight of program staff. As requirement by HUD, Mr. Natachu ensures that lead base paint testing is performed on houses built before 1978.	Mr. Natachu has 34 years of experience in the field of housing construction and 10 years in construction management. He has extensive experience in the housing construction industry in both the private sector and in federal Indian Housing programs. He received his NM Residential Building Inspector certification on February 15, 2003. He has successfully completed the EPA Lead Safety for Renovation, Repair and Painting Rule for which he received his certificate on January 7, 2011. He provided oversight of construction activities for the completion of the 2007 ICDBG Housing Rehabilitation grant for 38 private homes, currently administering the 2009 BIA ARRA Housing Improvement Program to construct 15 energy efficient modest replacement homes for very low-income families. He completed rehabilitation on 10 ZHA rental units, built a 4-plex rental complex and 1 (two bedroom) rental unit with the 2008 IHBG ARRA funds. He also rehabilitated 4 ZHA rental units and 4 old mutual help homes with the 2008 IHBG grant. He provided oversight of construction activities for the construction of 10 lease-purchase homes using the 2005 IHBG grant. Over the past 7 yrs. Mr. Natachu has overseen the successful completion of 80 housing rehab projects and 40 new housing development projects.
<b>Bernadine Nastacio</b>	<b>Housing Rehab Specialist</b>	Ms Nastacio is responsible for overall planning, administering, monitoring and relocation of families for housing rehab projects in accordance with governing regulations NAHASDA,	Ms. Nastacio has been in the Zuni Tribe's housing program since 1993 and has administrative and supervisory job experience with the tribe's BIA HIP program, HUD ICDBG and currently with ZHA as of 2007. Additionally she has 25 years of

		ICDBG and BIA Housing Improvement Program (HIP) as well as other governing regulations, laws and standard codes. Throughout the housing rehab process she maintains constant coordination with the involved tribal departments, state and federal entities through extensive oral and written communication. She assists the Project Manager in daily planning, environmental reviews, housing rehab participant selections, and monitoring project activities to ensure timely project completions within budget and timelines.	bookkeeping and accounting experience. On all funding awards, Ms. Nastacio has completed the environmental reviews which include gathering information and having the funds released. She scheduled meetings with applicants for orientations before the start of construction on their houses. She works with the ZHA Housing Management Department on relocation, identifying rental units and assisting with relocation issues. She also closed out the narrative portion of the 2007 ICDBG, 2003 ICDBG, 2008 IHBG ARRA funds, and 2008 IHBG grant. Ms. Nastacio was awarded with 25 Years of Dedicated Service and Contribution to the Zuni Tribe, most of which is related to housing programs.
<b>Stanford Cooche</b>	<b>Estimator</b>	Mr. Cooche performs site visits, investigations and evaluates the methods to rehabilitate houses. He prepares detailed drawings of plans and profile designs and plans for residential houses. He also assumes overall responsibility for preparation of the detailed material estimate and will perform lead base paint testing on houses built before 1978 before construction starts.	Mr. Cooche has over 12 years experience in drawing floor plans on the units that ZHA rehabilitates. Three years ago he started using the computer and auto cad software to design the units. All the houses that ZHA has rehabilitated and built from the plans provided have really turned out great and the estimations on the materials were close to what was needed for each project. He has successfully completed the EPA Lead Safety for Renovation, Repair and Painting Rule and received his certificate on January 7, 2011.
<b>Janice Besselente</b>	<b>Procurement Officer</b>	Ms. Besselente obtains 3 bid cost estimates, prepares requisitions, and then routes them for approval. She orders and schedules delivery dates on building materials, concrete, and rental equipment per project schedule. She also maintains open purchase order logs for current and outstanding purchase orders.	Ms. Besselente has over 9 years of experience doing procurement for the Zuni Tribe's Housing projects and ZHA. Ms. Besselente procured equipment and materials for the completion of the 2007 ICDBG grant for 38 private homes and the 2009 BIA ARRA Housing Improvement Program to construct 15 energy efficient modest replacement homes for very low-income families. She also procured materials and equipment for the 2008 IHBG ARRA funds to rehabilitate 10 rental units, a 4-plex rental complex and 1 two-bedroom unit and the 2005 IHBG grant to construct 10 lease-purchase homes at the Bluebird development. With all these grants open at one time, Ms. Besselente was overwhelmed but came through on procuring materials for completion of the houses.
<b>Tammy Wyaco</b>	<b>Inventory Clerk II</b>	Ms. Wyaco coordinates all inventory duties, compilation and record keeping of material deliveries. She maintains check out for each open project by identifying building material issued and	Ms. Wyaco's job experience in providing warehouse oversight and day-to-day knowledge in purchasing building material, receipt and disbursement is about 6 years. With at least twelve units being worked on simultaneously, Ms. Wyaco

		then recording any material returned back to the yard. She maintains inventory stock for assigned items and all equipment at the warehouse and job sites.	kept up with the distribution and record keeping of all material.
<b>Bryce Allapowa</b>	<b>Warehouse man</b>	Mr. Allapowa ensures all material is delivered, unloaded, and stacked. He keeps the warehouse and yard organized and ensures tracking of materials, supplies and equipment to each unit being rehabilitated.	Mr. Allapowa has 6 years of experience in gathering, issuing, and tracking building material and supplies to each unit. He makes sure to release only the materials and tools needed and/or estimated for the project. He makes sure the equipment, supplies, and building materials for each unit are in stock prior to the scheduled start date of the project.

The ZHA team has extensive experience in administering various federal grants including IHBG, ICDBG, BIA- HIP and NM Finance Authority REVIVE Program. The successful completion of the houses under the 2007 ICDBG improved the living conditions of the families that received assistance as evidenced by the letters received from the families. (Copies of letters are at Exhibit A, B, C, and D). With the completion of the new rental units, ZHA Housing Management moved families into the units which decreased the waiting list of families wanting rental units; this alleviated overcrowded conditions for some families. Families wanting true homeownership were glad to finally realize their dream when the lease-purchase houses were completed and they had actually moved into the units. As the BIA modest replacement homes are completed and families move back, they are very happy and glad. These families are the neediest of the needy and would not have been assisted by other agencies as their homes were in very substandard condition, which required their houses to be demolished and rebuilt. Under the MFA REVIVE Program, qualified families were able to combine grant funds with low-interest loans to rehabilitate or add on their existing homes.

The ZHA force account construction program was established and in effect since 1993. The program currently employs 3 well qualified housing construction Foremen with over 30 years of combined work experience. Foremen responsibilities include project oversight and all aspects of construction management for housing rehab and new housing development. The construction crews consist of two Delivery Drivers, Carpenters, Electricians, Plumbers, and Masons for a total of 55 Force Account workers. All the Force Account construction workers have 5 to 11 years of construction experience, and the same work crews have been constructing the houses under the direction of the Project Manager for all current and past housing rehabilitation projects and the majority of new development projects. Each phase of construction is inspected and completed in accordance to meet all applicable Uniform Building, Electrical, Mechanical and Plumbing Codes. The above mentioned core group of Administrative staff along with the Force Account Construction crews will be involved in the planning and construction of the proposed project.

As further evidence of ZHA's administrative capacity, ZHA received from HUD a Certificate of Superior Performance on January 6, 2007 stating that the ZHA and its dedicated staff have demonstrated consistent superior performance in the management of grants, compliance with applicable statutes and program regulations, and adherence to it approved plans and schedules. (A copy of the certificate is at Exhibit E.)

**b. Project Implementation Plan**

## Implementation Plan – Narrative

- Upon notification of funding award ZHA- CSD will commence with the Environmental Review process. Contact the Zuni Cultural Resource Enterprise to conduct the historical/cultural assessment and house recording for projects located within the Zuni community in accordance to 24 CFR Part 58. Contact the Zuni Environmental Protection Program to conduct the environmental evaluation for the statutory worksheet and provide documentation. If any applicants' homes are in the 100-year floodplain area, the eight-step process will be conducted.
- Forward Sub-recipient Agreement to HUD after approval signatures are obtained from the Governor and Tribal Council. The Sub-recipient Agreement will be between the Zuni Tribe and Zuni Housing Authority. See Tribal Resolution M70-2011-Q021 and ZHA Resolution ZHA-11-07.
- Submit a written justification to the SWONAP-HUD office (in accordance to 24 CFR 1003.509 Force Account Construction Assurances) that ZHA will use Force Account workers hired from the local community to provide employment.
- After the reports are received from Zuni Cultural Resource Enterprise and Zuni Environmental Protection Program, the Statutory Worksheet is completed and routed for signature. If any applicants are identified by ZEPP that are located in the 100-year floodplain zones, the eight-step process will be conducted. Flood elevation certificates will be obtained along with the flood insurance. Staff will assist the applicant in completing the application to obtain the flood insurance. Thereafter, the FONSI/NOI/RROF is completed and posted for the 18 comment period. If any comments are received, they will be addressed with the interested parties and documented.
- Submit HUD Form 7015.15 FONSI/NOI/RROF with or without comment and address how the comment was addressed. Receive Release of funds HUD Form 7015.16
- Assign Administrative staff and hire Force Account workers. ZHA Human Resources Department maintains a pool of qualified Force Account applicants on file. Applications will be reviewed and screened by the Project Manager and the Human Resource Coordinator for selection and hiring. Existing Administrative personnel will be assigned to implement the ICDBG grant; this includes administrative, procurement and warehouse personnel. Schedule and relocate the first initial group of seven applicants.
- Each house will be issued a Notice to Proceed and have a construction schedule identifying starting and completion dates for each phase. As each phase is completed, inspections will be done to ensure that all uniform building, electrical, and plumbing codes are being adhered to.
- Orientation will take place with all thirty-five applicants on the housing rehabilitation process and to inform them of their responsibilities for the duration of construction. During this meeting the applicant is given the opportunity to review the proposed floor plan if the existing one will change.
- ZHA Finance Office will submit quarterly reports to HUD thirty calendar days after the end of each quarter to report financial expenditures of the grant.
- Submit ASER Report for calendar years 2011, 2012, and 2013, forty-five calendar days after the fiscal year ends. The report should address the progress made in completing the approved ICDBG funded activities, including a list of work remaining. The report should include progress on the outputs and outcomes specified

in Rating Factor 5 of the ICDBG application. The financial portion of the report will include a breakdown of funds spent on each unit for housing rehab. The expenditure breakdown should include the ICDBG expenditures and if any leveraged funds identified in the application.

- As the project is close to completing the required project or activity, an evaluation of the implementation schedule shall be reviewed. If the project is behind schedule, a written justification along with a revised Implementation Schedule HUD Form 4125 shall be submitted to request for an extension.
- Evaluate the construction schedule to complete remaining projects and to meet the date identified on the implementation schedule. All construction activities should be scheduled accordingly to comply with the implementation schedule and to plan adequately in advance in order to fulfill the close out of remaining projects.
- Submit final SF-425, ASER report and Close-Out Agreement within 90 days of completion of grant activities.

**c. Financial Management**

The Pueblo of Zuni Accounting and Financial Policies and Procedures Manual were approved December 31, 2009 by Tribal Resolution M70-2009-C 095. The Zuni Tribal Council has overall responsibility for establishment of a financial management system for the tribal government. The Finance Department has the day-today responsibility to ensure that the financial management system approved by the Tribal Council is properly implemented and maintained.

The Zuni Tribal Council is the governing body for the Zuni Tribe. Its Constitutional responsibilities include the following:

Approve Tribal laws, resolutions, and organizational policies and procedures.	Approve budgets.
Approve contractual agreements.	Authorize signatories for check signing.
Act as approving tribal officials for grants and contracts.	Provide policy directives for the Tribe.

It is the policy of the Zuni Tribe to maintain a financial management system that provides accurate, current and full disclosure of operating results. This will assist in ensuring compliance with laws, regulation, and provisions of awarding agencies and to ensure reimbursements and required reports are filed timely. The Tribe recognizes that as a recipient of funds, it is responsible for compliance with all applicable federal and state laws, regulations, and provision of contracts and grants. To ensure that the Tribe meets this responsibility, the administrator of the award must be familiar and comply with directives of the Office of Management and Budget (OMB) and other publications, including:

OMB Circular A-133	OMB Circular A-133 compliance supplement
OMB Circular A-87 Cost Principles	OMB Circular A-102
OMB Circular A-110	Other agency guides and/or correspondence, as applicable

Zuni Housing Authority's Financial Management Policy was approved February 13, 2006 by Tribal Resolution M70-2006-O 013. ZHA Financial Management Policies are to provide standardized financial management procedures consistent with funding requirements and an efficient fund management system to allow ZHA to administer IHBG funds and other funds necessary to conduct its business, with the necessary checks and balances to protect ZHA funds. ZHA's Financial Management policy complies with the ICDBG Regulations at 24 CFR part 1003 and 24 CFR part 85. The policies and procedures cover the following areas:

Internal accounting	Bank accounts
Credit cards	Petty cash fund
Accounts payable	Repayment of excess funds to HUD
Investments	Tenant accounting
Auditing and reporting	

The most recent completed independent audit for ZHA is for year ending December 31, 2009. The final audit report reflected zero findings for Major Federal Awards Program for ZHA.

**d. Procurement and Contract Management**

The Pueblo of Zuni Purchasing and Property Department Policies and Procedures Manual were approved on October 3, 2008 by Tribal Resolution M70-2008-C 065. This policy is to promote competition in contracting; provide safeguards for maintaining a procurement system of quality and integrity; and assure that purchasing actions are in full compliance with applicable Tribal and Federal Standards. These policies apply to the Procurement of equipment, supplies, material, and construction services by the Pueblo of Zuni when using federal or other grant funds for which specific bidding, evaluation, preference and award standards are required as a condition of funding. In addition, the Pueblo of Zuni will follow the standards in these Policies for contracts to obtain equipment or construction in an amount greater than \$100,000 and for other contracts or procurements as specifically directed by the Zuni Tribal Council. Authority under the Tribal constitution is vested in the Tribal Council to authorize all contracts on behalf of the Pueblo of Zuni. These policies establish the procedures for contracting and procurement for those acquisitions which have been previously approved by the Tribal Council, whether through approval of a budget or specific Tribal Council action or the acceptance of a grant or funding award, and they rely upon the authority granted to the Governor to serve as the Pueblo of Zuni Contracting Officer. No individual, employee, official, or representative of the Pueblo of Zuni has the authority to waive the sovereign immunity of the Pueblo of Zuni for any Purpose.

Zuni Housing Authority's Procurement Policy was approved February 13, 2006 by Tribal Resolution M70-2006-Q 014, and amended on 01/09/09 by ZHA Board Resolution ZHA-09-03. The adopted Procurement Policy sets forth procurement policies and processes of the ZHA when purchasing goods (supplies, equipment and materials) or services, including construction services by the ZHA, regardless of the source of funds. In addition to the requirements in the Policy, the ZHA follows all Zuni Tribal laws and procurement policies for the expenditure of goods or services with funds allocated by the Zuni Tribe, to the extent that those laws, policies and procedures do not

conflict with applicable federal law. The policy complies with the NAHASDA requirements, including HUD procurement regulations at 24 CFR § 85.36 and 24 CFR part 1003.

The Procurement Policy reflects applicable state and local laws and regulations, and conforms to applicable federal law. It further establishes a contract administration system which ensures that contractors perform in accordance with the terms and conditions of contracts. The policy clearly defines prohibited conflict of interest provisions and applicable laws including the Uniform Relocation Assistance and Real Property Acquisition Act of 1970; Section 3 of the Housing and Urban Development Act of 1968; Drug Free Workplace Act of 1988; and compliance with prohibitions in 24 CFR Part 85.35 on the use of debarred, suspended, or ineligible contractors.

Nothing in this policy shall prevent ZHA from complying with the terms and conditions of any grant, contract, gift, or bequest that are otherwise consistent with applicable law. When both HUD and non-Federal funds are used for a project, the work to be accomplished with the HUD funds should be separately identified and HUD requirements applied to that portion of the project identified to be federally funded. If the work cannot be separately identified, HUD requirements shall apply to the total project.

The most recent completed audit for ZHA is for year ending 12/31/09. The audit report does not contain serious or significant findings related to Federal audit clearinghouse. (Copy of audit report ending 12/31/2009 is at Exhibit F).

## **2. Past Performance**

### **a. Implementation Schedule**

Through a sub-recipient agreement with the Zuni Tribe, the ZHA administered the 2007 ICDBG grant for 38 homes. A request for an extension of the 2007 ICDBG grant was approved on July 15, 2010. The Expected Completion Date of December 31, 2010, and an Expected Closeout date of March 31, 2011 were approved by HUD.

### **b. Reports**

- November 07, 2008, report was submitted for reporting period 10/01/07 – 09/30/08. Reported no expenditure of funds or construction activity due to the release of funds on September 04, 2008.
- November 09, 2009, report was submitted for reporting period 10/01/08 – 09/30/09. Reported that construction activity was underway with fifteen applicants assisted to date with completed projects. Expenditures were at 50% expended. Zuni Housing Authority as the sub-recipient of the grant had submitted all Annual Performance Reports and Federal Cash Transaction Reports (HUD 272) for all open ICDBG programs within 15 days of the report submission deadlines. This can be verified through the HUD Southwest Office of Native American Programs.

### **c. Close-outs**

- The 2007 ICDBG grant for Housing Rehab of 38 houses, all close out documents that include: the final closeout agreement, final ASER, and the final financial statements were submitted on March 31, 2011.

### **d. Audits.**

As of 09/29/10, the Federal Audit Clearinghouse processed the Form SF-SAC and the A-133 reporting package for ZHA for fiscal year ending 12/31/09.

## **Findings**

The most recent completed independent audit for ZHA is for year ending December 31, 2009. The final audit report reflected zero findings for Major Federal Awards Program for ZHA.

### **Rating Factor 2: Need/Extent of the Problem**

#### **1. Need and Viability**

The Zuni Housing Authority – Construction Services Department continues to receive applications for housing rehabilitation and new construction services from community members. Currently the program has a waiting list of more than 180 applicants waiting for assistance. Applicants are asked to update their application annually, because it takes one to five years to receive any home renovation services (depending on funding availability). Among the 180 applications on file at the ZHA-CSD Program office, 86% or more of the beneficiaries are low- or moderate-income (LMI) and are eligible under the HUD income guidelines. The Zuni Tribe is submitting a grant application for the 2011 ICDBG to address the substandard housing needs. All applicants meet the income eligibility criteria; at least 51% of the beneficiaries are LMI residents. The annual Indian Housing Plan (IHP) addresses the new construction and development of rental units based on their waiting list of 80 applicants annually. The rehabilitation of the low-rent units is targeted with IHP funds as the units are in need of rehab work. Work plans and grant applications are submitted annually to the BIA-HIP funding agency.

The proposed project meets an essential community development need by providing outcomes that are critical to the viability of the community. When the grant application is awarded, the Zuni Tribe will provide housing rehabilitation services to the proposed 35 applicants, which will decrease the number of applicants placed on the waiting list.

#### **1. Project Benefit**

This project will benefit those families that have no other resources to make improvements to their homes. Once potential clients (families) are identified, home visits are made and an assessment survey is done by the Project Manager. A walk through of the house is performed and a housing survey form is filled out identifying deficiencies that need attention or corrections. At least 80% of the grant funds and all households that will receive ICDBG grant assistance will go towards benefiting families that are low- and moderate-income (LMI) families. All clients that will receive assistance under this application are 100% LMI.

c. New Housing Construction, Housing Rehabilitation, Land Acquisition to Support New Housing, and Homeownership Assistance Projects

**Need \$/Income + Conditions (based on FY 2010 IHBG formula data)**

**For the Zuni Tribe = \$618**

### **Rating Factor 3: Soundness of Approach**

#### **1. Description of and Rationale of Proposed Project Size, Type, and Location of the Project**

For this project, the Zuni Tribe will rehabilitate 35 substandard homes on Zuni Tribal lands.

#### **Rationale for Project Design**

The Zuni Tribe and ZHA – Construction Services program unequivocally shall give first priority to the “neediest” households. Using the grant funds, families occupying the old private homes within the community of Zuni will be assisted. Some of these homes are in desperate need of rehabilitation, with no insulation in the walls and ceilings, old wiring that is outdated, and plumbing systems that are old. Another problem to be addressed is the mold that is developing in some homes.

The rehabilitation will consist of upgrading the electrical and plumbing systems to meet the National Electrical Codes and the Plumbing Codes. All houses receiving assistance will have Energy Star rated windows and doors. The kitchen and bathroom fixtures will be water savers and the electrical lighting will have energy saving light bulbs. Insulation will be installed in walls and ceiling to help keep the house warm in the winter months and cool in the summer. ADA accessibility requirements will be utilized for families with members that have disabilities. Each phase of construction will be inspected to make sure that it meets all applicable building, electrical, and plumbing codes. Once rehabilitation is complete and the families receive the keys to their new houses, it will improve and enhance their lives after living in substandard homes.

#### **Cost effectiveness:**

ZHA – Construction Services Department works closely with the Zuni Tribes – Zuni Educational Career Development Center (ZECDC) by providing on-the-job-training in the administrative and construction field. On the job training is made available by utilizing entry level positions. Individuals work alongside the work force at the construction site or in the office setting all along being compensated by ZECDC. Low and moderate-income persons are allowed to work at least 1000 hours in obtaining job skills. Another component of the ZECDC program is the Total Aid to Needy Families (TANF) and General Assistance (GA). In order to receive financial support, individuals are required to volunteer at least 26 hours a week in obtaining job training on career services. Another factor relating to career services is having vendors provide hands on training, conducting educational and certification trainings when new products are introduced such as concrete forms, plumbing materials and heating systems. Utilizing ZECDC’s assistance is a cost saving on the project budget and stretches the dollar in completing the project within the \$50,000 cap.

Utilizing Force Account workers and the Tribal Determined Wage Rates, the program is saving funds by keeping community members employed and keeping the federal dollars within the community. The cost for a contractor is estimated at \$100 or \$150 per square foot. The local Force Account workers average \$89 per square foot to renovate a house. If outside contractors are used, fewer houses would be served due to high cost of paying a contractor versus hiring local force account workers. Current force account workers have 5 to 11 years of work experience in the field of carpentry, electrical, plumbing and have been working under the ZHA work force.

The ZHA purchases from vendors in Gallup, New Mexico utilizing the ZHA Procurement Policy. Gallup, N.M. is the nearest town that supplies building materials. These vendors provide free delivery at a time when fuel prices are high (Zuni is about 35 miles from Gallup). Utilizing in-house personnel to complete the floor plans, the local Archaeology Program and Tribal Environmental Program to conduct our environmental reviews is cost effective averaging \$750.00 per unit for environmental house recording.

ZHA – CSD administers more than one grant at one time, the administrative monthly expenditures are pro-rated among the BIA-HIP, HUD-ICDBG and IHBG budgets.

#### **1. Budget and Cost Estimates**

**PLANNING & ADMINISTRATION**

<b>Personnel</b>	<b>Calculation</b>	<b>Fringe Benefits</b>	<b>Budgeted Amount</b>
FTE Director/Project Manager	\$27.52 x 2080 hrs	\$8,168.85	\$ 65,410.85
FTE Housing Rehab Specialist	\$24.84 x 3120 hrs	\$10,519.96	\$ 88,020.96
FTE Administrative Assistant III	\$11.11 x 3120 hrs	\$5,346.48	\$ 40,009.48
FTE Estimator	\$14.05 x 2080 hrs	\$4,666.60	\$ 33,879.60
FTE Procurement Officer	\$13.58 x 3120 hrs	\$6,309.85	\$ 48,679.85
FTE Inventory Clerk II	\$9.59 x 2080 hrs	\$3,860.04	\$ 23,807.04
FTE Warehouseman	\$8.71 x 2080 hrs	\$3,572.81	\$ 21,689.81
Training: Staff training, Tuition/Registration	\$375 x 4 trainings		\$ 1,500.00
Travel: Expenses & other meetings	\$400 x 5 travel		\$ 2,000.00
Office Supplies	\$875 x 4 purchases		\$ 3,500.00
Communications: Telephones & Cell phones	\$125 x 24 mos.		\$ 3,000.00
Vehicle Maintenance & Fuel	\$7,320 maintenance of 4 vehicles. \$280 x 24mos fuel purchase		\$ 15,000.00
Utilities: Water	\$60.00 x 12mos		\$ 720.00
Utilities: Electricity	\$333 x 10mos		\$ 4,000.00
Utilities: Propane	\$166.66 x 12mos		\$ 2,000.00
Computer Agreements & Upgrades			\$ 2,000.00
Contract Cost: Refuse Collection	\$574 x 35 houses		\$ 20,097.00
Rental Equipment: Xerox & other equipment			\$ 23,500.00
Replacement of Equipment: Rakes, Shovels & Wheelbarrows	\$934 x 2 purchases		\$ 1,869.00
Relocation Cost	\$666 x 30 houses		\$ 20,000.00

Arch. Clearances & Flood Elevation Certificates	\$765.88 x 35 houses \$500.00 x 5 houses		\$ 29,306.00
Dwelling Structure	\$50,000.00 x 35 houses, building material & labor		\$1,750,000.00
	TOTAL		\$2,200,000.00

Mr. Donovan Natachu, Project Manager prepared the budget and cost estimate. In addition to ZHA projects, he provides cost estimates for other Zuni tribal programs on material and labor; he also estimates material and labor for small contracted jobs for Tribal programs and the Governor’s office. He has over 18 years experience in preparing construction budgets.

**2. HUD Policy and Priorities**

1. To receive a points under the policy priority for Job Creation/Employment, an applicant must respond to item a. or b. below:

b. This project will create employment for 25 new full-time-skilled carpenters, concrete workers, electricians, and plumbers for the duration of the grant. Zuni Educational Career Development Center (ZECDC) employees of low and moderate-income work at least 1000 hours to obtain job skills. They are trained in whatever field they choose, such as carpentry, electrical or plumbing. After they go through the training process and if they perform to our expectations they are hired and another crew is formed. In 2010 with the ARRA grants, ZHA-CSD trained 50 individuals that were hired by ZHA and after the depletion of funds, some went on to work for construction companies. Over the years ZHA-CSD has trained an average of 20 to 30 individuals a year. Some still work for ZHA, others have moved on and are working off the reservation for construction companies.

1. To receive a point under the policy priority for Sustainability, an applicant must respond to item a., b., or c. below:

b. All houses receiving assistance will have Energy Star rated doors and Low-E rated windows installed in each house. The kitchen and bathroom faucets will be water savers and low flush toilets will be installed in the bathrooms. The electrical light fixtures will be energy efficient with energy saving light bulbs which use ¼ the energy than incandescent light bulbs. Exhaust fans will be installed in the bathrooms to remove moisture build up. During demolition any lumber, sheathing and material that is reusable will be set aside and reused during reconstruction minimizing waste and demolition debris. Houses built with native stone or cinderblocks will be furred out on the inside and tightly insulated this will increase the R value and ceilings will be insulated with R-38 to help keep the house warm in the winter months and cool in the summer. Window and door openings being enlarged will be repaired with the same native stone and cinderblock. During the design phase of the houses construction materials and interior finish products with zero or low volatile organic compounds will be incorporated to improve the indoor air quality.

**4. Commitment to Sustain Activities**

b. New Housing Construction, Housing Rehabilitation, and Homeownership Assistance Projects

See Maintenance and Occupancy form under Tab \_\_\_\_\_ the homeowner signs; they are accepting responsibility for up-keep and maintenance of the house once it is turned over to them.

At the completion of rehabilitation, an inspection of the premises will be conducted with the household members to ensure that everything is operational, answer questions, explain warranties, and to receive the family's concurrence (approving the repairs and improvements). Households will be informed that the ZHA-HOC program will follow up with on-site inspections periodically to assess housing maintenance at regular intervals (within the first 30 days and quarterly thereafter). Households must also attend a training and education course focusing on basic maintenance to encourage self-help and provide knowledge on upkeep which is a mandatory requirement. ZHA-HOC will provide general maintenance counseling and training to the assisted households. This is accomplished by conducting entry-level instruction designed for individuals with little or no experience. Safety, preventive maintenance, techniques for household upkeep, energy efficiency tips, and tool use are emphasized. The ZHA-HOC post-rehabilitation training and counseling includes an overview of the following topics: Safety in the Home, Structural Parts of the Home, Basic Plumbing (supply and waste), Basic Electrical, Paints and Finishes, Flooring maintenance, Home Energy Saving and Security (smoke alarms, fire extinguishers and safety locks).

During the warranty period if homeowners report any problems, work orders are issued and Force Account Workers dispatched to repair the problem. If the problem was caused by the homeowners' abuse, the deficiency is not covered under the one year warranty period and the homeowner will be required to pay for any necessary repairs.

The objective is to increase the capability of families to care for their own residences, and increase their awareness of habits that will prolong appliances and new fixtures minimizing wear and tear, improve the efficient use of water, and utilities for energy conservation. Each session will conclude with a question/answer format, and suggestions on other relevant topics will be elicited to better respond to and meet the needs of the residents.

#### **Rating Factor 4: Leveraging Resources**

a. Leveraging Resources – ZHA will use \$100,000.00 from its 2012 Indian Housing Plan to leverage the 2011 ICDBG grant. ZHA Resolution ZHA-11-07 authorizes and directs the Executive Director to include in the FY 2012 Indian Housing Plan budget an amount of \$100,000 to leverage the FY 2011 ICDBG grant.

#### **Rating Factor 5: Comprehensiveness and Coordination**

Applicants are required to use the Logic Model, form HUD 96010, to provide information on the measurable outputs, outcomes and program evaluation requirements. In addition, this information can be submitted in a narrative format.

##### **1. Coordination**

Zuni Housing Authority coordinates housing rehab activities with other organizations and/or tribal departments in making tremendous improvements in the Zuni community. Substandard houses are identified when applicants submit applications with referrals received from other entities such as Indian Health Services (I.H.S.), Zuni Home Health Care Agency (ZHHCA), RMCH Dialysis Center, Zuni Senior Center, Zuni Social Services Program and Community Health Services. The mentioned entities submit referrals on behalf of their patients to address safety and health related concerns identified within the home for elderly and disabled individuals residing in substandard homes. A majority of our Zuni community members receive dialysis treatment and require ADA accessibility within the home. Even though we are all different entities, we all share a common goal which is helping community members with their housing needs. With the help of the organizations referrals, ZHA-CSD initiates housing surveys and posts them to our data base. Once a NOFA is released, a search is done in the data base for families to be included in the proposal.

The Zuni Elder Services Coordinating Committee schedules quarterly meetings to coordinate and address health and housing related issues for the well being of our elderly and community members living in substandard houses or

require health care services. The Housing Rehab Specialist is part of the committee which share and coordinates activities relating to addressing housing needs for families of very-low, low and moderate income.

**Outputs, Outcomes, and/or Goals:**

Number of house rehabilitated: <b>35</b>	Number of jobs created: <b>25</b>
Square feet for any public facility: <b>Not Applicable</b>	Number of education or job training opportunities provided: <b>20</b>
Number of homeownership units constructed or financed: <b>Not Applicable</b>	Number of business assisted (including number of minority/Native American): <b>Not Applicable</b>
Number of families proposed to be assisted through a drug-elimination program, or through a program to reduce or eliminate health-related hazards: <b>35</b>	
Some of the houses have ceiling tiles that might contain asbestos, old cloth covered electrical wiring, cast iron plumbing pipes and possible lead based paint on the older houses. When a health hazard is identified at a site, mitigation is conducted through the Zuni Environmental Protection Program.	

**Outcomes must include, where appropriate:**

Reduction in the number of families living in substandard housing: <b>35</b>	Increased income resulting from employment generated by project: <b>\$162,459</b>
Increased quality of life due to services provided by public facility: <b>Not Applicable</b>	Increased economic self-sufficiency of program beneficiaries: Decrease substandard housing, improve livelihood of families and reduce case load for other social service programs.
Increase in homeownership rates: <b>35</b>	Reduction of drug-related crimes or health-related hazards: <b>35 or</b>
The relationship of the activities proposed outcomes are as follows: the proposed activity would decrease the number of applicants on the waiting list, applicants will reside in standard homes improving their livelihood, Zuni community members become responsible homeowners, unemployment will decrease as community members are hired to work on the rehabilitation of the proposed 35 homes, and hands-on job training will benefit individuals requiring job skills which will strengthen their careers in the construction field.	



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Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This collection of information requires that each eligible applicant submit information to enable HUD to select the best projects for funding during annual competitions for the ICDBG Program. The information will be used by HUD to determine whether applications meet minimum screening eligibility requirements and application submission requirements. Applicants provide general information about the project which is preliminary to the review of the applicant's response to the criteria for rating the application. The information is essential for HUD in monitoring grants to ensure that grantees are making proper use of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Development Reform Act (P.L. 101-235) as amended by the Cranston-Gonzales National Affordable Housing Act of 1990. The information requested does not lend itself to confidentiality.

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#### Instructions for Item 4.

##### Project Name and Project Type

Participants enter the project name and the name of one of the following three categories of activities:

- Housing
- Community Facilities
- Economic Development

Also enter the component name if applicable. Use a separate Cost Summary sheet (form HUD-4123) for each project included in the application.

Examples of categories and/or components including examples of eligible activities are listed below.

##### Housing

###### Rehabilitation Component

- Rehabilitation
- Demolition

###### Land to Support New Housing Component

###### New Housing Construction Component

##### Community Facilities

###### Infrastructure Component

- Water
- Sewer
- Roads and Streets
- Storm Sewers

###### Buildings Component

- Health Clinic
- Daycare Center
- Community Center
- Multi-purpose Center

##### Economic Development

- Commercial (wholesale, retail)
- Industrial
- Motel/Hotel
- Restaurant
- Agricultural Development

**ZUNI HOUSING AUTHORITY**  
**Construction Services Department**  
**Fiscal/ Grant Year 2011**

HUD Notification Date: \_\_\_\_\_ CY **January 1, 2012** to **December 31, 2012**

Program Name: 2011 ICDBG

Program Director/Mgr.: Donavan Natachu

Fund No. 50-2011-540-000

Page 1 of \_\_\_\_\_

Grant/Contract No. \_\_\_\_\_

CFDA No. \_\_\_\_\_

BUDGET CATEGORY	BUDGET AMOUNT	OTHER FUNDING SOURCES	AMOUNT
Personnel	\$ <u>279,064</u>	1 State	\$ -
Payroll Taxes & Fringe Benefits	\$ <u>42,444</u>	2 Tribal	\$ -
Operational	\$ <u>1,878,492</u>	3 Renovation: Administration	\$ -
<b>SUBTOTAL</b>	<b>\$ <u>2,200,000</u></b>	4 Renovation: Administration	\$ -
Indirect Cost	\$ <u>0</u>	5 In-Kind	\$ -
<b>GRAND TOTAL</b>	<b>\$ <u>2,200,000</u></b>	6 Program Income	\$ -
		<b>Total including other sources:</b>	<b>\$ <u>2,200,000</u></b>

Approved by:

Comments:

\_\_\_\_\_  
Project Manager                      Date

Initial budget to rehab 35 private homes

Reviewed By:

Comments:

\_\_\_\_\_  
Finance Director                      Date

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Concurred:

Comments:

\_\_\_\_\_  
Executive Director                      Date

**ZUNI HOUSING AUTHORITY**  
**Estimated Funding**  
**Fiscal/ Grant Year 2011**  
**2011 ICDBG**  
**50-2011-540-000**

	SOURCE	ESTIMATED FUNDING
a.	Federal	\$ <u>-3,476,867</u>
b.	State	\$ _____
c.	Local (county, etc.)	\$ <u>0</u>
d.	Tribal	\$ _____
e.	Indirect Cost Pool	\$ <u>0</u>
1	Planning & Administration	\$ <u>549,101</u>
2	Housing Services	\$ <u>187,285</u>
	Housing Management:	
3	Maintenance & Occupancy Services	\$ <u>822,635</u>
4	Renovation: Administration	\$ <u>327,972</u>
5	Renovation: Modernization	\$ <u>614,472</u>
6	Development: Administration	\$ <u>61,652</u>
7	New Development: Construction	\$ <u>763,750</u>
8	Middle Village: L. Mahkee	\$ <u>150,000</u>
<b>I</b>	<b>TOTAL</b>	<b>\$ <u>0</u></b>



**Budget Preparation** (Please attach position descriptions for all personnel)  
**Personnel and Fringe Benefit Worksheet**  
**Fiscal Grant Year 2011**  
**2011 ICDBG**

50-2011-540-000  
 \* Enter Directorship first

Merit %	0.00%
COLA %	0.00%

Overtime \$0.00

Fica FicaMed Futa Suta Pension Life/Dis

Total

Total Wages	Code	Wcomp	Fica	FicaMed	Futa	Suta	Pension	Life/Dis	Medical	W	Comp	Feed	Other	Total
\$279,064.00		1,650	11,721	3,865	7,005	13,953	4,186				64			42,445

Summary:

Job Title	Level	Sup	Employee Name	Hrly Rate	Medical	Hours		Reg Hrs	Total Hrs	w/Cola	w/Merit	Total Wages	Code	Wcomp	Fica	FicaMed	Futa	Suta	Pension	Life/Dis	Medical	W	Comp	Feed	Other	Total
						Other	Anniv																			
Project Manager	13			\$ 27.52		0	0	2080	2,080	\$27.52	\$27.52	\$57,242.00	8810	200	2,404	830	1,004	2,862	659					9,20		8,169
Housing Rehab Specialist	13			\$ 24.84		0	0	3120	3,120	\$24.84	\$24.84	\$77,501.00	8810	271	3,265	943	1,004	3,875	1,163					9,20		10,620
Administrative Assistant III	4			\$ 11.11		0	0	3120	3,120	\$11.11	\$11.11	\$34,663.00	8810	121	1,466	503	1,004	1,733	520					9,20		5,346
Procurement Officer	5			\$ 13.58		0	0	3120	3,120	\$13.58	\$13.58	\$42,370.00	8810	148	1,780	614	1,004	2,119	636					9,20		6,310
Inventory Clerk II	3			\$ 9.59		0	0	2080	2,080	\$9.59	\$9.59	\$19,947.00	9101	423	838	289	1,004	987	299					9,20		3,660
Warehouseman	2			\$ 8.71		0	0	2080	2,080	\$8.71	\$8.71	\$18,117.00	9101	384	761	263	978	906	272					9,20		3,573
Estimator	7			\$ 14.05		0	0	2080	2,080	\$14.05	\$14.05	\$29,224.00	8810	102	1,227	424	1,004	1,461	438					9,20		4,667
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	9101											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
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				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
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				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810											0.00		
				\$ 0.00		0	0			\$0.00	\$0.00	\$0.00	8810													

ZUNI HOUSING AUTHORITY  
 Personnel Cost Breakdown Percentage  
 Fiscal/ Grant Year 2011  
 2011 ICDBG  
 50-2011-540-000

EMPLOYEE	JOB TITLE	FTE	MTHS	HR RATE	WAGES	EBC	TOTAL
1	Project Manager	100	12	\$ 27.52	\$ 57,242.00	\$ 8,168.85	\$ 65,410.85
2	Housing Rehab Specialist	150	17	\$ 24.84	\$ 77,501.00	\$ 10,519.96	\$ 88,020.96
3	Administrative Assistant III	150	17	\$ 11.11	\$ 34,663.00	\$ 5,346.48	\$ 40,009.48
4	Procurement Officer	150	17	\$ 13.58	\$ 42,370.00	\$ 6,309.85	\$ 48,679.85
5	Inventory Clerk II	100	12	\$ 9.59	\$ 19,947.00	\$ 3,860.04	\$ 23,807.04
6	Warehouseman	100	12	\$ 8.71	\$ 18,117.00	\$ 3,572.81	\$ 21,689.81
7	Estimator	100	12	\$ 14.05	\$ 29,224.00	\$ 4,666.60	\$ 33,890.60
8		0	0	\$ -	\$ -	\$ -	\$ -
9		0	0	\$ -	\$ -	\$ -	\$ -
10		0	0	\$ -	\$ -	\$ -	\$ -
11	2080 + 1040 = 3120 (1.5 in hrs. .39 PP'd)	0	0	\$ -	\$ -	\$ -	\$ -
12		0	0	\$ -	\$ -	\$ -	\$ -
13		0	0	\$ -	\$ -	\$ -	\$ -
14		0	0	\$ -	\$ -	\$ -	\$ -
15		0	0	\$ -	\$ -	\$ -	\$ -
16		0	0	\$ -	\$ -	\$ -	\$ -
17		0	0	\$ -	\$ -	\$ -	\$ -
18		0	0	\$ -	\$ -	\$ -	\$ -
19		0	0	\$ -	\$ -	\$ -	\$ -
20		0	0	\$ -	\$ -	\$ -	\$ -
21		0	0	\$ -	\$ -	\$ -	\$ -
22		0	0	\$ -	\$ -	\$ -	\$ -
23		0	0	\$ -	\$ -	\$ -	\$ -
24		0	0	\$ -	\$ -	\$ -	\$ -
25		0	0	\$ -	\$ -	\$ -	\$ -
26		0	0	\$ -	\$ -	\$ -	\$ -
27		0	0	\$ -	\$ -	\$ -	\$ -
28		0	0	\$ -	\$ -	\$ -	\$ -
29		0	0	\$ -	\$ -	\$ -	\$ -
30		0	0	\$ -	\$ -	\$ -	\$ -
31		0	0	\$ -	\$ -	\$ -	\$ -
32		0	0	\$ -	\$ -	\$ -	\$ -
33		0	0	\$ -	\$ -	\$ -	\$ -
34		0	0	\$ -	\$ -	\$ -	\$ -
35		0	0	\$ -	\$ -	\$ -	\$ -
36		0	0	\$ -	\$ -	\$ -	\$ -
37		0	0	\$ -	\$ -	\$ -	\$ -
38		0	0	\$ -	\$ -	\$ -	\$ -
39		0	0	\$ -	\$ -	\$ -	\$ -
40		0	0	\$ -	\$ -	\$ -	\$ -
41		0	0	\$ -	\$ -	\$ -	\$ -
42		0	0	\$ -	\$ -	\$ -	\$ -
43		0	0	\$ -	\$ -	\$ -	\$ -
44		0	0	\$ -	\$ -	\$ -	\$ -
45		0	0	\$ -	\$ -	\$ -	\$ -
46		0	0	\$ -	\$ -	\$ -	\$ -
47		0	0	\$ -	\$ -	\$ -	\$ -
				<b>TOTALS</b>	\$ 279,064.00	\$ 42,444.59	\$ 321,508.59

*Exemption*  
6

**ZUNI HOUSING AUTHORITY**  
**BUDGET**  
**Fiscal/ Grant Year 2011**  
**2011 ICDBG**  
**50-2011-540-000**

GLA NO.	BUDGET LINE ITEM	BUDGET AMOUNT
4110.410	Salaries and Wages	\$ 279,064
4110.000	Overtime Wages	\$ 0
4110.000	Payroll Taxes & Fringe Benefit: Workman's Comp (0.0035)	\$ 1,714
4110.000	Payroll Taxes & Fringe Benefit: FICA ER (4.20%)	\$ 11,721
4110.000	Payroll Taxes & Fringe Benefit: FICAMED ER (1.45%)	\$ 3,865
4110.000	Payroll Taxes & Fringe Benefit: SUTA (5.40%)	\$ 7,005
4110.000	Employee Benefit: Pension Plan (5.00%)	\$ 13,953
4110.000	Employee Benefit: Life Insurance	\$ 4,186
4110.000	Employee Benefit: Medical Insurance	\$ 0
4110.000	Employee Benefit: Dental Insurance	\$ 0
	<b>Total EBC:</b>	<b>42,444</b>
	<b>SUBTOTAL A:</b>	<b>\$ 321,508</b>
4130	Legal & Attorney Fees	\$ 0
4140	Staff Training/Tuition/Registration Fees	\$ 1,500
4150	Travel Expense, BOC, Other Meetings	\$ 2,000
4160	Contractual Services	\$ 0
4161	Arch/Engineering Services, Maps & Surveys	\$ 0
4170	Accounting Services, (REDW, MIP)	\$ 0
4171	Audit Fees	\$ 0
4190	Office Supplies ( consumables)	\$ 3,500
4191	Communication, Verizon	\$ 3,000
4223	Vehicle Maintenance	\$ 15,000
4224	Purchase of Equipment	\$ 0
4225	Utilities	\$ 0
4224	Tool Repair & Maintenance	\$ 0
4230	Resident Counseling	\$ 0
4230.1	Resident Management Organization	\$ 0
4230.2	Downpayment Assistance	\$ 0
4310	Utilities: Water	\$ 720
4320	Utilities: Electricity (Ofc. \$1,800; Project \$1,225)	\$ 4,000
4340	Utilities: Propane	\$ 2,000
4420	Maintenance Material	\$ 0
4421	Routine Maintenance: Plumbing	\$ 0
4422	Routine Maintenance: Electricity	\$ 0
4423	Routine Maintenance: Carpentry	\$ 0
4424	Routine Maintenance: Cleaning	\$ 0
4430	Computer Agreements & Up Grades	\$ 2,000
	<b>SUBTOTAL B</b>	<b>\$ 33,720</b>

**ZUNI HOUSING AUTHORITY**  
**BUDGET**  
**Fiscal/ Grant Year 2011**  
**2011 ICDBG**  
**50-2011-540-000**

GLA NO.	BUDGET LINE ITEM	BUDGET AMOUNT
	<b>Balance from previous page - subtotal A + B</b>	\$ 355,228
4431	Contract Cost: Exterminator	\$
4432	Contract Cost: Refuse Collection	\$ 20,097
4434	Fuel for Vehicles	\$
4435	Rental Equipment: Xerox, Other Equipment	\$ 23,500
4436	Replacement of Equipment/Tool (rakes,shovels,wheelbarrows)	\$ 1,869
4437	Repairs & Maintenance of Equipment	\$ -
4440	Insurance: Amerind-ZHA Stock	\$
4441	Insurance: Property	\$ -
4442	Insurance: Vehicle	\$ -
4443	Insurance: Flood Insurance	\$ -
4610	Model Activity	\$
4900	Relocation Cost	\$ 20,000
4902	Archeological Clearance \$26,806. / Elevation Certificates \$2,500	\$ 29,306
5001	Dwelling Structure	\$ 1,750,000
		\$ -
	<b>SUBTOTAL D</b>	\$ 1,844,772
	<b>GRAND TOTAL</b>	\$ <b>2,200,000</b>

**ZUNI HOUSING AUTHORITY**

**Budget Justification**

Fiscal/ Grant Year 2011

2011 ICDBG

50-2011-540-000

GLA NO.	LINE ITEM BUDGET JUSTIFICATION	BUDGET AMOUNT
4110	<b>Salaries and Wages</b> Salaries and Wages for permanent staff	279,064
4110	<b>Overtime Wages</b>	0
	<b>FRINGE BENEFITS - Mandatory and Voluntary</b>	
4111	Payroll Taxes & Fringe Benefit: Workman's Comp (0.0035)	1,714
4111	Payroll Taxes & Fringe Benefit: FICA ER (4.20%)	11,721
4111	Payroll Taxes & Fringe Benefit: FICAMED ER (1.45%)	3,865
4111	Payroll Taxes & Fringe Benefit: SUTA (5.40%)	7,005
4111	Employee Benefit: Pension Plan (5.00%)	13,953
4111	Employee Benefit: Life Insurance	4,186
4111	Employee Benefit: Medical Insurance	0
4111	Employee Benefit: Dental Insurance	0
	To cover costs of employee fringe benefits as provided by the Personnel Policies and as required by statute.	
4130	<b>Legal &amp; Attorney Fees</b>	0
4140	<b>Staff Training</b> Attend meeting scheduled with HUD funding agency or building code trainings, computer courses.	1,500
4150	<b>Travel: Staff Meetings</b> Pay for required per diem and lodging for designated training locations.	2,000
4160	<b>Contractual Services</b>	
4161	<b>Archaeological &amp; Engineering Services, Maps &amp; Surveys</b>	
4170	<b>Accounting Services: MIP Services</b>	
4171	<b>Audit Fees</b>	
4190	<b>Office Supplies</b> To cover high cost of office supplies, computer supplies and other necessary operating supplies.	3,500
4191	<b>Communications, Telephone, Cell Phones</b> To cover monthly communication services for Bldg. C & Procurement Office.	3,000
4223	<b>Vehicle Maintenance</b> To cover high cost of maintaining vehicles and purchase of fuel for all vehicles and construction equipment.	15,000
	<b>Summary:</b>	346,508

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**ZUNI HOUSING AUTHORITY**

**Budget Justification**

Fiscal/ Grant Year 2011

2011 ICDBG

50-2011-540-000

GLA NO.	LINE ITEM BUDGET JUSTIFICATION	BUDGET AMOUNT
	<i>Total from previous page:</i>	<i>346,508</i>
4224	<b>Tool Repair &amp; Maintenance</b> Construction tools - shovels, rakes, picks to be used at project by Force Account workers	0
4225	<b>Utilities: Other than Management</b>	
4226	<b>Tool Repair &amp; Maintenance</b> Tool repairs for employees, personal tools used at the projects.	0
4230	<b>Resident Counseling</b>	
4230.1	<b>Resident Management Organization</b>	
4230.2	<b>Downpayment Assistance</b>	
4310	<b>Utilities: Water</b> To pay for monthly water services for Bldg. C & Procurement office.	720
4320	<b>Utilities: Electricity</b> To pay for monthly electrical services for Bldg. C & Procurement office.	4,000
4340	<b>Utilities: Propane</b> To pay for purchase of propane services during the winter months for Bldg. C and Procurement Office.	2,000
4420	<b>Maintenance Material</b>	
4421	<b>Routine Maintenance: Plumbing</b>	
4422	<b>Routine Maintenance: Electricity</b>	
4423	<b>Routine Maintenance: Carpentry</b>	
4424	<b>Routine Maintenance: Cleaning</b>	
4430	<b>Computers Supplies &amp; Agreements, Up-grades</b> To pay for trouble shooting and up grades for all computers.	2,000
4431	<b>Contract Cost: Exterminator</b>	
4432	<b>Contract Cost: Refuse Collection</b> To pay for hauling and disposal of construction debris for thirty-five projects for demolition and project completion.	20,097
	<b>Summary:</b>	375,325

**PUEBLO OF ZUNI**  
**Budget Justification**  
**Fiscal/ Grant Year 2011**  
**2011 ICDBG**  
**50-2011-540-000**

GLA NO.	LINE ITEM BUDGET JUSTIFICATION	BUDGET AMOUNT
	<i>Budget Total from previous page:</i>	375,325
4434	<b>Fuel for Vehicles</b>	
4435	<b>Rental Equipment</b> Rental of portables toilets for projects and rental of construction equipment. Rental of two copiers and auto cad printer will be paid out of this line item.	23,500
4436	<b>Replacement of Equipment</b> Purchase and replacement of rakes, shovels, picks and wheelbarrows	1,869
4437	<b>Repairs &amp; Maintenance of Equipment</b>	0
4440	<b>Insurance: Amerind</b>	0
4441	<b>Insurance: Property</b> Insurance coverage for program property.	0
4442	<b>Insurance: Vehicle</b> Insurance coverage for program vehicles.	0
4443	<b>Insurance: Flood Insurance</b>	0
4610	<b>Model Activity</b>	
4900	<b>Relocation Cost</b> To pay for monthly storage, moving expenses (mileage/gas/meals), propane, water, security deposits and monthly rent. Upkeep and maintenance on the use of the three relocation trailers owned by Zuni Housing Authority.	20,000
4900	<b>Archaeological Clearances / Engineering</b> House recording by Zuni Cultural Resource Enterprise for thirty-five (35)\$15,750 Engineering services for surveying to obtain elevation certificates for houses requiring flood insurance \$2,500 for five houses.	29,306
5001	<b>Dwelling Structure</b> Construction costs for labor, building material for thirty-five (35) private houses Purchase of building material and labor for Force Account employees	1,750,000
5006	<b>Non-Dwelling Structure</b>	0
<b>Grand Total</b>		<b>2,200,000</b>



**PUEBLO OF ZUNI**  
 Budget Justification  
 Fiscal/ Grant Year 2011  
**2011 ICDBG**  
**50-2011-540-000**

GLA NO.	LINE ITEM BUDGET JUSTIFICATION	BUDGET AMOUNT
	<i>Budget Total from previous page:</i>	2,200,000
	<b>Grand Total:</b>	<b>2,200,000</b>

**Pueblo of Zuni  
GLA Account, Sub Account**

		<u>Line Item No.</u>	<u>Account Description</u>
<b>Operating Expenditures - Direct</b>			
<b>600.00</b>			
61x.xx	Payroll Expenditures		
	610	01	Salaries & Wages
	610	11	Overtime Wages
	617	01	Workers Comp Insurance
	618	01	FICA
	618	02	FICAMed
	618	03	State Unemployment (SUTA)
	619		Employee Benefits
	619	01	Employer Retire Contribution
	619	02	Life Insurance
	619	03	Medical Insurance
	619	04	Dental Insurance
62x.xx	Salaries/Wages Non-employee		
	624	01	Contract Labor
	626	01	Salaries - Contract
	627	01	Substitute Teacher Stipend
64x.xx	Operating Expenditures - General		
	641.xx		Equipment Expenditures
	641	01	Equipment Lease
	641	02	Equipment Repairs & Maint
	641	03	Motor Vehicle Operation
	641	04	Gasoline Purchases
	642.xx		Building Expenditures
	642	01	Building Maintenance & Operate
	642	02	Rent/Office Space/Build Lease
	643.xx		Staff Expenditures
	643	01	Dues & Subscriptions
	643	02	Staff Training/Tuition/Reg Fee
	643	03	Awards & Recognition
	643	04	Conference Sponsorship
	643	05	Substance Testing
	643	06	Background Checks
	643	09	Travel Expense
	643	10	Travel Allowance
	646.xx		Insurance Expenditures
	646	01	General Liability Insurance
	646	02	Automobile Insurance
	646	03	Computer Insurance
	646	04	Property Insurance
	646	05	Professional Liability

647.xx	Office Expenditures		
	647	XX	Office Expenditures
	647	01	Office Supplies
	647	02	Computer Supplies
	647	04	Advertising
	647	06	Postage/Shipping
	647	07	Printing/Copying
	647	09	Office Equip (non-capitalized)
648.xx	Telephone Expenditures		
	648	01	Office Telephones
	648	02	Cellular/Mobile Communications
	648	03	Internet
649.xx	Utilities		
	649	01	Electricity
	649	02	Gas/Propane
	649	03	Water
	649	04	Sewer
	649	05	Solid Waste

**Operating Expenditures - Program Specific**

651.xx	Field Trips/Client Travel		
	651	01	Field Trips / Client Travel
652.xx	Health/Medical Equipment		
	652	01	Eyecare - Medicaid
	652	02	Eyecare - Other
	652	05	Hearing Aid Purchases
653.xx	Program Supplies		
	653	01	Breastfeeding
	653	03	Education Supplies
	653	04	Disabilities/Classroom Supply
	653	07	Hearing Aid - R & M
	653	08	Hearing Aid - Supplies
	653	11	Kitchen Supplies
	653	13	Medical Supplies
	653	15	Nutrition Education
	653	17	Patrol Supplies
	653	18	Program Run Conferences
	653	19	Uniforms
	653	21	Materials & Supplies
	653	22	Other Project Costs
	653	23	K-9 Supplies
	653	24	Acquisition Fees
	653	25	Programming/Broadcasting Supply

**Operating Expenditures - Pass Thru**

700.00

700.xx	Indirect Cost Recovery		
	700	01	Administrative Indirect Cost

711.xx	Professional/Consultant Services
711	XX Professional/Consultant Servic
711	01 Attorney Fees
711	02 Audit Fees
711	03 Consultant/Contract Services
711	05 Committee Compensation
711	07 Jury Duty
712.xx	Client Training/Education/Rehabilitation
712	XX Client Training/Educ/Rehab
712	01 Client Education/Training
712	02 Rehabilitation
712	03 Supportive Services
712	04 Classroom Training(CRT)Allowan
713.xx	Construction Project Costs
713	XX Construction Project Costs
713	01 Archaeology Costs
713	02 Architectural Costs
713	03 Engineering Costs
713	04 Construction Costs
713	05 Project Inspection
713	07 Equipment Rental
713	08 Tools & Supplies
714.xx	Housing Project Cost
714	XX Housing Project Costs
714	01 Arch Historical Clearance
714	02 Building/Project Materials
714	06 Relocation/Housing Expense
715.xx	Assistance Payments
715	XX Assistance Payments
715	01 Burial/Disaster Assistance
715	02 Child Welfare Assistance
715	03 Employment Assistance
715	04 Food Costs/Client Care
715	05 General Welfare Assistance
715	06 Scholarship Assistance
715	07 Prisoner Care
715	08 TANF Assistance
716.xx	Plant & Facilities Operation
716	01 Materials & Supplies
716	02 Equipment Repair & Maintenance
716	09 Utilities
716	14 Land Leases
716	16 Property Taxes
719.xx	Fixed Asset Purchases (Single Equipment \$5,000 or more)
719	01 Computer/Software

719	02	Furniture/Office Equipment
719	11	Machinery & Equipment
719	12	Automobiles
719	13	Plant Equipment
719	14	Health Equipment
719	21	Leasehold Improvements
719	22	Buildings

## Fringe Benefit Rates

<b>Rates:</b>		<b>Maximums</b>
FICA	4.20%	90000
FICAMED	1.45%	65000
FUTA	0.00%	0
SUTA	5.40%	18600
Pension	5.00%	
Life/Disability	1.50%	
<b>Total</b>	<b>17.55%</b>	
W.Comp Qtr Fee (\$2.30 x 4 qtrs)	9.20	

<i>Codes</i>	<i>Rate</i>	<i>Classification</i>
1624	6.403%	Rock Quarry
2710	8.677%	Sawmill
2883	3.507%	Furniture/woodworks
5022	6.479%	Masonary
5183	4.078%	plumbing
5190	3.253%	Electrical Wiring - within bldgs & Drivers
5221	4.446%	Flag person
5403	8.843%	carpentry - NOC
7380	4.535%	Drivers (ZMSE), bookmobile
7520	3.036%	Waterworks
7590	4.319%	Transfer station (Garbage)
7610	0.623%	Radio/TV broadcasting station - all employees
7704	3.837%	Fire patrol or protective corps/drivers
7720	3.773%	Rangers, detectives or patrol agency & drivers
8013	0.432%	Store: jewelry
8274	5.640%	
8292	1.690%	Warehousing - NOC
8380	2.579%	
8601	0.635%	Surveyors
8742	0.559%	Counselors, collectors, salespersons
8810	<b>0.350%</b>	<b>Clerical office employees/Professional employees</b>
8833	1.1307%	Hospital - professional employees (EMTs)
8835	2.909%	Public health nursing - CHR
8868	0.432%	College: Teachers & aides
9015	3.290%	Buildings - Ops by owners
9040	4.396%	Hospital - all other
9101	<b>2.120%</b>	<b>All other employees</b>
9403	6.911%	Garbage, Ashes or refuse collectors & drivers

**2005 COMPENSATION SCALE**  
**With 2.7% COLA**  
**EFFECTIVE: JANUARY 1, 2005**

NON-EXEMPT	LEVEL							
	1	2	3	4	5	6	7	8
Minimum	\$6.54	\$7.20	\$7.91	\$8.71	\$9.57	\$10.54	\$11.57	\$12.75
Step 2	\$6.89	\$7.59	\$8.33	\$9.18	\$10.09	\$11.10	\$12.20	\$13.43
Step 3	\$7.27	\$8.00	\$8.79	\$9.68	\$10.63	\$11.72	\$12.87	\$14.16
Step 4	\$7.66	\$8.42	\$9.26	\$10.20	\$11.21	\$12.33	\$13.57	\$14.92
Step 5	\$8.08	\$8.87	\$9.77	\$10.75	\$11.82	\$13.01	\$14.29	\$15.73
Midpoint	\$8.52	\$9.36	\$10.30	\$11.34	\$12.45	\$13.71	\$15.08	\$16.58
Step 7	\$8.97	\$9.87	\$10.86	\$11.94	\$13.13	\$14.46	\$15.89	\$17.47
Step 8	\$9.45	\$10.40	\$11.44	\$12.59	\$13.82	\$15.23	\$16.75	\$18.42
Step 9	\$9.96	\$10.96	\$12.05	\$13.26	\$14.58	\$16.04	\$17.64	\$19.43
Step 10	\$10.51	\$11.54	\$12.70	\$13.99	\$15.36	\$16.91	\$18.60	\$20.48
Maximum	\$11.07	\$12.17	\$13.39	\$14.74	\$16.19	\$17.84	\$19.54	\$21.57

EXEMPT	LEVEL						
	10	11	12	13	14	15	16
Minimum	\$15.42	\$16.95	\$18.65	\$20.52	\$22.56	\$24.82	\$27.31
Step 2	\$16.25	\$17.87	\$19.65	\$21.62	\$23.80	\$26.16	\$28.78
Step 3	\$17.12	\$18.84	\$20.71	\$22.79	\$25.08	\$27.57	\$30.33
Step 4	\$18.05	\$19.84	\$21.81	\$24.02	\$26.43	\$29.07	\$31.98
Step 5	\$19.03	\$20.92	\$23.00	\$25.32	\$27.85	\$30.64	\$33.71
Midpoint	\$20.06	\$22.06	\$24.26	\$26.68	\$29.35	\$32.29	\$35.51
Step 7	\$21.14	\$23.25	\$25.58	\$28.13	\$30.94	\$34.05	\$37.44
Step 8	\$22.28	\$24.50	\$26.95	\$29.64	\$32.61	\$35.88	\$39.45
Step 9	\$23.47	\$25.83	\$28.41	\$31.24	\$34.37	\$37.81	\$41.58
Step 10	\$24.74	\$27.23	\$29.95	\$32.94	\$36.22	\$39.85	\$43.84
Maximum	\$26.08	\$28.69	\$31.55	\$34.71	\$38.18	\$42.00	\$46.20

9

\$14.02

\$14.76

\$15.57

\$16.41

\$17.29

\$18.22

\$19.22

\$20.24

\$21.34

\$22.49

\$23.72

**2007 COMPENSATION SCALE**  
With 3.9% COLA

EFFECTIVE: JANUARY 1, 2007

	LEVEL								
	1	2	3	4	5	6	7	8	9
<b>NON-EXEMPT</b>									
Minimum	\$6.80	\$7.48	\$8.22	\$9.05	\$9.94	\$10.95	\$12.02	\$13.25	\$14.57
Step 2	\$7.16	\$7.89	\$8.65	\$9.54	\$10.48	\$11.53	\$12.68	\$13.95	\$15.34
Step 3	\$7.55	\$8.31	\$9.13	\$10.06	\$11.04	\$12.18	\$13.37	\$14.71	\$16.18
Step 4	\$7.96	\$8.75	\$9.62	\$10.60	\$11.65	\$12.81	\$14.10	\$15.50	\$17.05
Step 5	\$8.40	\$9.22	\$10.15	\$11.17	\$12.28	\$13.52	\$14.85	\$16.34	\$17.96
Midpoint	\$8.85	\$9.73	\$10.70	\$11.78	\$12.94	\$14.24	\$15.67	\$17.23	\$18.93
Step 7	\$9.32	\$10.25	\$11.28	\$12.41	\$13.64	\$15.02	\$16.51	\$18.15	\$19.97
Step 8	\$9.82	\$10.81	\$11.89	\$13.08	\$14.36	\$15.82	\$17.40	\$19.14	\$21.03
Step 9	\$10.35	\$11.39	\$12.52	\$13.78	\$15.15	\$16.67	\$18.33	\$20.19	\$22.17
Step 10	\$10.92	\$11.99	\$13.20	\$14.54	\$15.96	\$17.57	\$19.33	\$21.28	\$23.37
Maximum	\$11.50	\$12.64	\$13.91	\$15.31	\$16.82	\$18.54	\$20.30	\$22.41	\$24.65

	LEVEL						
	10	11	12	13	14	15	16
<b>EXEMPT</b>							
Minimum	\$16.02	\$17.61	\$19.38	\$21.32	\$23.44	\$25.79	\$28.38
Step 2	\$16.88	\$18.57	\$20.42	\$22.46	\$24.73	\$27.18	\$29.90
Step 3	\$17.79	\$19.57	\$21.52	\$23.68	\$26.06	\$28.65	\$31.51
Step 4	\$18.75	\$20.61	\$22.66	\$24.96	\$27.46	\$30.20	\$33.23
Step 5	\$19.77	\$21.74	\$23.90	\$26.31	\$28.94	\$31.83	\$35.02
Midpoint	\$20.84	\$22.92	\$25.21	\$27.72	\$30.49	\$33.55	\$36.89
Step 7	\$21.96	\$24.16	\$26.58	\$29.23	\$32.15	\$35.38	\$38.90
Step 8	\$23.15	\$25.46	\$28.00	\$30.80	\$33.88	\$37.28	\$40.99
Step 9	\$24.39	\$26.84	\$29.52	\$32.46	\$35.71	\$39.28	\$43.20
Step 10	\$25.70	\$28.29	\$31.12	\$34.22	\$37.63	\$41.40	\$45.55
Maximum	\$27.10	\$29.81	\$32.78	\$36.06	\$39.67	\$43.64	\$48.00

**Implementation Schedule**  
Indian Community Development Block Grant (ICDBG)

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing

OMB Approval No. 2577-0191  
(exp. 2/29/2012)

See Instructions and Public Reporting Statement on back.  
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in Item 5, Standard Form 424)  
**Zuni Tribe - Housing Rehabilitation**

2. Application/Grant Number (to be assigned by HUD) 3.  Original (First submission to HUD)  Pre-Award Submission  Amendment (submitted after grant approval)  
Date (mm/dd/yyyy) **06/06/2011**

4. Name of Project (as shown on form HUD-4123, item 4)  
**2011 ICDBG Housing Rehabilitation**

5. Effective Date (mm/dd/yyyy) **11/01/2011** Expected Completion Date (mm/dd/yyyy) **10/31/2013** Expected Closeout Date (mm/dd/yyyy) **01/31/2014**

6. Environmental Review Status  
 Exempt (As described in 24 CFR 58.34)  Under Review (Review underway; findings not yet made)  Finding of No Significant Impact (Finding made that request for release of funds for project is not an action which may significantly affect the environment.)  
 EIS Required (Finding that project may significantly affect environment or EIS automatically required by 24 CFR 58.37)  Not Started (Review not yet begun)  Certification (Environmental review completed; certification and request for release of funds being prepared for submission.)  Categorically Excluded (as described in 24 CFR 58.35)  
7. Tribal Fiscal Year (mm/dd/yyyy) **12/31/2011**

8. Task List  
(List tasks such as environmental assessment, acquisition, etc.)  
9. Schedule.  
Use Calendar Year (CY) quarters. Fill-in the CY below. See detailed instructions on back.

	CY 12												CY 13		Date (mm/dd/yyyy) (if exceeds 8th Q tr													
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	5th Qtr.	6th Qtr.	7th Qtr.	8th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	5th Qtr.	6th Qtr.		7th Qtr.	8th Qtr.											
Grant Approval Notification 03/14/2011	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O				
Initiate Environmental Review	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
Forward Sub-recipient Agreement (MOA) to HUD																												
Submit to HUD Force Account Assurances																												
Post FONSI/NOI/RROF comment period 18 days																												
Submit to HUD RROF Form 7015.15																												
Receive Release of Funds HUD Form 7015.16																												
Assign Administrative staff / Hire Force Account																												
Notice to Proceed housing rehab / Relocation																												
Conduct orientation meetings with applicants																												
Conduct construction inspection each phase																												
Submit quarterly reports SF-425																												
Submit ASER Report 2012 & 2013																												
10. Planned Drawdowns by Quarter (Enter amounts non-cumulatively)	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 265,000.00	\$ 2,200,000.00	\$ Total	
11. Cumulative Drawdown (If more than one page, enter total on last page only)	\$ 265,000.00	\$ 530,000.00	\$ 795,000.00	\$ 1,070,000.00	\$ 1,345,000.00	\$ 1,630,000.00	\$ 1,915,000.00	\$ 2,200,000.00	\$ 2,465,000.00	\$ 2,730,000.00	\$ 2,995,000.00	\$ 3,260,000.00	\$ 3,525,000.00	\$ 3,790,000.00	\$ 4,055,000.00	\$ 4,320,000.00	\$ 4,585,000.00	\$ 4,850,000.00	\$ 5,115,000.00	\$ 5,380,000.00	\$ 5,645,000.00	\$ 5,910,000.00	\$ 6,175,000.00	\$ 6,440,000.00	\$ 6,705,000.00	\$ 6,970,000.00	\$ 7,235,000.00	\$ Total



Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0191), Office of Information Technology, Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This collection of information requires that each eligible applicant submit information to enable HUD to select the best plan for funding during annual competitions for the ICDBG Program. The information will be used by HUD to determine whether applications meet minimum screening eligibility requirements and application submission requirements. Applicants provide general information about the project which is preliminary to the review of the applicant's response to the criteria for rating the application. The information is ~~not~~ HUD in monitoring grants to ensure that grantees are making proper use of Federal dollars. Responses to the collection are required by Section 105 of the Department of Housing and Urban Development Reform Act (Pub. L. 101-235) as amended by the Cranston-Gonzales National Affordable Housing Act of 1990. The information requested does not lend itself to confidentiality.

**Instructions for Item 9 Schedule:** Use Calendar Year (CY) quarters. Fill-in the CY below. If the project begins in May, for example, enter under "1st Q" (April), M(May), J(June). Indicate time period required to complete each activity, e.g., acquisition, by entering "X" under the months it will begin and end. Draw a horizontal line the first to the second "X". If the completion date will extend beyond the 8th quarter, enter date in the far right column and attach an explanation.

ZUNI TRIBE / ZUNI HOUSING AUTHORITY - HOUSING REHABILITATION SERVICES  
 HUD INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG)  
 DEMOGRAPHIC DATA FY 2011

	Mc Kinley County	5/25/2011									
APPLICANT	Rural Address	Census No.	Annual Income 2010 / 2011	HUD ICDBG INCOME LIMITS	No. of Persons in House hold	Requiring # of Bedrooms	Proof of Home Ownership Y/N	Existing Square Footage			
1				\$ 26,400.00	1	2	YES	1844			VACANT
2				\$ 16,500.00	1	1					
3				\$ 9,450.00	1	1	Yes				
4				\$ 18,350.00	1	1	NO	1567			
					2	2					
5				\$ 14,150.00	4	4					
					1	1	NO	889			
					1	1					
					1	1					
					1	1					
6				\$ 14,150.00	4	3					
					1	1	NO	1069			
					1	0					
					1	1					
					1	1					
7				\$ 16,500.00	1	1	NO	1137			VACANT
8				\$ 23,550.00	4	4					
					1	1	NO	1269			
					1	1					
					1	1					
9				\$ 21,180.00	2	1	NO	1196			duplex
					1	1					
					1	0					
TOTAL ANNUAL INCOME											

*Exemption 6*

HUD INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG)  
DEMOGRAPHIC DATA FY 2011

5/25/2011

APPLICANT	Rural Address	Census No.	Annual Income 2010 / 2011	Mc Kinley County HUD ICDBG INCOME LIMITS	No. of Persons in House hold	Requiring # of Bedrooms	Proof of Home Ownership Y/N	Existing Square Footage
					1	1		
				\$ 11,350.00	1	1	NO	1437 duplex
					2	2		
					1	1		
					1	0	YES	1359
					1	1	MAP ONLY	
					1	1		
				\$ 14,150.00	4	3		
					1	1		
					1	1		
					1	1	YES	1861
					1	1		
					1	0		
					1	1		
				\$ 40,700.00	5	4		
					1	1		
					1	1		
					1	1	Yes	1402
					1	1		
					1	1		
					1	1		
					1	1		
				\$ 49,700.00	8	8		
					1	1		
					1	0	YES	1429 duplex
					1	1		
					1	1		
				\$ 23,550.00	4	3		

\*DUPLEX

10

11

*Exemption 9*

12

13

VACANT

14

HUD INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG)  
DEMOGRAPHIC DATA FY 2011

APPLICANT	Rural Address	Census No.	Annual Income 2010 / 2011	Mc Kinley County	HUD ICDBG INCOME LIMITS	No. of Persons in House hold	Requiring # of Bedrooms	Proof of Home Ownership Y/N	Existing Square Footage
						1	1		
						1	1	YES	1057 duplex
						1	1		
						1	1		
						1	1		
					<b>\$ 40,700.00</b>	5	5		
						1	1		
						1	1	NO	864
						1	1		
						1	1		
					<b>\$ 14,150.00</b>	4	4		
						1	1		
						1	1	NO	1369 duplex
						1	1		
						1	1		
						1	1		
					<b>\$ 16,450.00</b>	6	5		
						1	1		
						1	0		
						1	1	NO	1370 duplex
						1	1		
						1	1		
					<b>\$ 21,200.00</b>	3	3		
						1	1		
						1	1	NO	1581
						1	1		
						1	1		
						1	1	YES	2019
						1	1		
					<b>\$ 15,300.00</b>	5	5		
<b>TOTAL ANNUAL INCOME</b>									

*Example*



HUD INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG)  
DEMOGRAPHIC DATA FY 2011

5/25/2011

Mc Kinley  
County

APPLICANT	Rural Address	Census No.	Annual Income 2010 / 2011	HUD ICDBG INCOME LIMITS	No. of Persons in House hold	Requiring # of Bedrooms	Proof of Home Ownership Y/N	Existing Square Footage
					1	1		
					1	0		
					1	1		
					1	1	NO	1143 duplex
					1	1		
					1	1		
				<b>\$ 17,550.00</b>	6	5		

27

					1	1		
					1	1		
					1	1	NO	2602
					1	1		
					1	1		
				<b>\$ 25,450.00</b>	5	5		

28

					1	1		
					1	0		
					1	1		
					1	1		
					1	1		
					1	1	YES	1258 Only receiving rehab on south side
					1	1		
					1	1		
					1	1		
				<b>\$ 53,144.00</b>	10	9		

29

*Extension 6*

					1	1		
					1	0		
					1	1	NO	
					1	1		
					1	1		
				<b>\$ 35,900.00</b>	4	3		

30

VACANT

					1	1		
					1	1		
					1	1	NO	1924
					1	1		
					1	1		
					1	1		
				<b>\$ 26,050.00</b>	6	6		

31

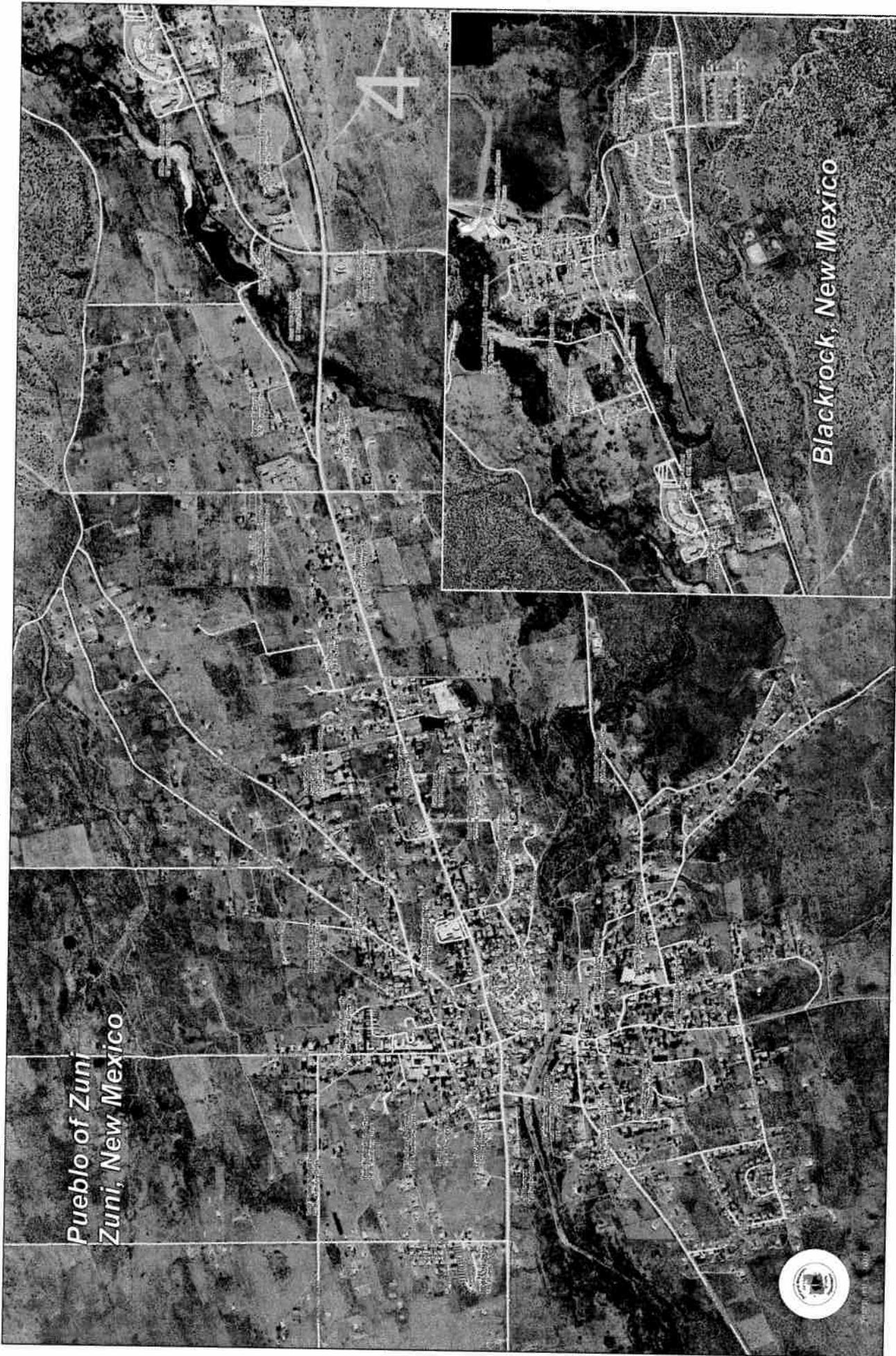
HUD INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG)  
DEMOGRAPHIC DATA FY 2011

5/25/2011

Mc Kinley  
County

APPLICANT	Rural Address	Census No.	Annual Income 2010 / 2011	HUD ICDBG INCOME LIMITS	No. of Persons in House hold	Requiring # of Bedrooms	Proof of Home Ownership Y/N	Existing Square Footage
32	le	095-239	\$ 8,088.00		1	1		
		95-242	\$ 2,230.00		1	1		
		91,270	\$ 24,360.00		1	0	Yes	2314
		99,671	-		1	1		
	. INCOME		\$ 34,678.00	\$ 35,900.00	4	3		
33		090-179	\$ 20,261.00		1	1		
		99-302	-					
		100-289	-		1	0	YES	2096
	. INCOME		\$ 20,261.00	\$ 32,350.00	2	1		
34	53	95,101	\$ 417.00		1	1		
		127,481	\$ 99.00		1	0	NO	1264 duplex
		96,619	-		1	1		
	. INCOME		\$ 516.00	\$ 12,150.00	3	2		
35	53	98,542	\$ 7,417.00		1	1		
		101,487	-		1	1		
		101,735			1	1	NO	1281 duplex
	. INCOME	102,563	\$ 7,417.00	\$ 13,450.00	4	4		

*Exempting*



*Pueblo of Zuni  
Zuni, New Mexico*

*Blackrock, New Mexico*





ZUNI HOUSING AUTHORITY  
P.O. Box 710 ~ 01 Twin Buttes Road  
Zuni, New Mexico 87327-0710

(505) 782-4550 or 4564  
(505) 782-4563

RESOLUTION ZHA-11- 07

RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE ZUNI HOUSING AUTHORITY

**Authorizing the Executive Director to Enter into a Sub-Recipient Agreement with the Zuni Tribe and Committing to Leveraging \$100,000 from the FY 2012 Indian Housing Block Grant for the Purpose of the Zuni Tribe's FY 2011 ICDBG Grant Application**

**WHEREAS**, on June 14, 2007, the Zuni Tribal Council established the ZHA as the Tribally Designated Housing Entity for the Zuni Tribe (Tribe); and

**WHEREAS**, the Board of Commissioners of the ZHA is empowered with the authority to manage the affairs of the ZHA with the power to do all things necessary and desirable to effectuate the purposes of the ZHA, including acting on all matters concerning the operations and management of the ZHA; and

**WHEREAS**, on or before June 15, 2011, the Zuni Tribe will submit an application to the U.S. Department of Housing and Urban Development (HUD) for an Indian Community Development Block Grant (ICDBG) for FY 2011 under Title I of the Housing and Community Development Act of 1974; and

**WHEREAS**, the Zuni Tribe's ICDBG grant application will consist of \$2.2 million for housing rehabilitation for thirty-five (35) privately owned homes in the Zuni community; and

**WHEREAS**, to effectively use the ICDBG funds to benefit a larger number of Zuni tribal members, the ZHA Proposes to leverage funding in the amount of \$100,000 through its FY 2012 Indian Housing Block Grant, and such funds will be made available upon HUD approval in FY 2012; and

**WHEREAS**, upon ICDBG grant approval by HUD it is the intent of the Zuni Tribe to enter into a Sub-recipient Agreement with the ZHA for general oversight responsibilities in the administration of the ICDBG funds; and

**WHEREAS**, the ZHA Board of Commissioners have adopted policies including but not limited to Financial Management, Investments, Personnel, Procurement, Housing Management, Self-Monitoring, Relocation, Rehabilitation; and

**WHEREAS**, the ZHA has certified that the participants identified are clientele that are low to moderate income for housing rehabilitation services under the ICDBG program.

**NOW THEREFORE BE IT RESOLVED THAT**, the ZHA Board of Commissioners hereby commits to and directs the Executive Director to include in the FY 2012 Indian Housing Plan budget an amount of \$100,000 to leverage the FY 2011 ICDBG grant.

**BE IT FURTHER RESOLVED THAT**, upon HUD approval of the ICDBG grant application, the Board of Commissioners hereby authorizes the Executive Director to enter into a Sub-recipient Agreement with the Zuni Tribe for the purpose of administering the ICDBG funds including but not limited to general management, planning, reporting, environmental reviews, design and construction.

**CERTIFICATION**

The undersigned Chairperson and Secretary of the Zuni Housing Authority hereby certify that the foregoing resolution was passed at a duly called meeting of the Board of Commissioners of the Zuni Housing Authority on this 2 day of June, 2011 at which a quorum was present, with 6 voting for, 0 opposing, and 0 abstaining on said resolution.

Motioned by: HL. Clm Steve Boone

Seconded by: ChW Birdena Sanchez

**BOARD OF COMMISSIONERS**

W. Quetawki  
Arlen P. Quetawki, Sr., Chairman

**ATTEST:**

Steve K. Boone  
Steve K. Boone, Secretary



ZUNI TRIBAL COUNCIL  
ZUNI, NEW MEXICO

June 1, 2011

RESOLUTION NO. M70-2011-Q021

**2011 HUD – Indian Community Development Block Grant (ICDBG) Program Application  
For Housing Rehabilitation of 35 Private Homes in the Amount of \$2.2 Million**

**WHEREAS**, the Zuni Tribe of the Zuni Indian Reservation ("Tribe") is a federally recognized Indian Tribe; and

**WHEREAS**, the Zuni Tribal Council ("Tribal Council"), consisting of the Governor, Lieutenant Governor, and six Tenientes, is declared to be the legislative authority of the Pueblo of Zuni by Article V, Section 1 of the Constitution of the Zuni Tribe; and

**WHEREAS**, the Zuni Tribal Council pursuant to Article VI, Section 1(d) of the Constitution of the Zuni Tribe is empowered to act on all matters that concern the welfare of the tribe; and

**WHEREAS**, the Zuni Tribe has prepared an application to the U.S. Department of Housing and Urban Development (HUD) for an Indian Community Development Block Grant (ICDBG) for fiscal year 2011 under Title I of the Housing and Community Development Act of 1974, Housing Rehabilitation component of the HUD-ICDBG Program, in the amount of \$2.2 million to rehabilitate 35 homes; and

**WHEREAS**, the Zuni Housing Authority (ZHA) has committed to leveraging funding in the amount of \$100,000 through its FY 2012 Indian Housing Block Grant, and such funds will be made available upon HUD approval in FY 2012; and

**WHEREAS**, the Zuni Tribal Council will authorize by Resolution and a Sub-recipient Agreement to have the ZHA administer the ICDBG grant upon HUD approval; and

**WHEREAS**, the ZHA has prepared, posted, and presented the Community Development Statement at a public meeting held on May 31, 2011 in accordance with the citizen's participation requirements of 24 CFR 1003.604; and

**WHEREAS**, the Zuni Tribal Council has adopted ZHA policies including but not limited to Financial Management, Investments, Personnel, Procurement, Housing Management, Self-Monitoring, Relocation, Rehabilitation; and

**WHEREAS**, the Zuni Tribe hereby certifies that the participants identified are clientele that are low to moderate income for the Housing Rehabilitation services under the ICDBG program.

**NOW THEREFORE BE IT RESOLVED THAT**, the Zuni Tribal Council hereby directs the Office of Planning and Development to submit to HUD the Zuni Tribe's FY 2011 ICDBG grant application for housing rehabilitation of 35 privately owned homes in the amount of \$2.2 million.

**BE IT FURTHER RESOLVED THAT**, the ZHA as the Tribally Designated Housing Entity and pursuant to a Sub-recipient Agreement, shall retain complete oversight and responsibilities over any and all project activities approved under the 2011 ICDBG grant, including but not limited to planning, environmental reviews, reporting, design and construction.

Absent (Excused)  
Arlen Quetawki, Sr., Governor

W. Zanni  
Willard Zanni, Lieutenant Governor

Steve K Boone  
Steve K Boone, Head Teniente

Loren L. Leekela  
Loren L. Leekela, Teniente

Gerald Hooee  
Gerald Hooee, Sr., Teniente

Mark Martinez  
Mark Martinez, Teniente

Birdena Sanchez  
Birdena Sanchez, Teniente

(Absent)  
(vacant), Teniente

#### CERTIFICATION

I hereby certify that the foregoing resolution was considered the by the Zuni Tribal Council at a duly called meeting in Zuni, New Mexico at which a quorum was present and that the same was approved/disapproved by vote of 6 in favor, 0 opposed, and 0 abstaining on June 02, 2011.

Steve K. Boone  
Steve K. Boone, Tribal Council Secretary

APPROVED/DISAPPROVED

W. Zanni  
for Arlen Quetawki, Sr., Governor

June 2, 2011  
Date



Arlen Quetawki, SR.  
Governor

Willard Zunie  
Lt. Governor

Steve K. Boone  
Head Councilman

Vacant  
Councilman

**PUEBLO OF ZUNI**

P. O. Box 339  
Zuni, New Mexico 87327  
1203-B NM State Hwy 53  
Phone: (505) 782-7022  
Fax: (505) 782-7202  
[www.ashiwi.org](http://www.ashiwi.org)

505-782-7000 MAIN

Loren L. Leekela, SR.  
Councilman

Gerald Hooee, SR.  
Councilman

Mark Martinez  
Councilman

Birdena Sanchez  
Councilwoman

May 24, 2011

Dear 2011 ICDBG Applicant,

The Zuni Tribe / Zuni Housing Authority – Construction Services Department (ZHA-CSD) will be submitting the 2011 Indian Community Development Block Grant (ICDBG) housing rehabilitation grant application to the Housing and Urban Development Office (HUD) on or before June 15, 2011. The grant application requests for funding for housing rehabilitation services for thirty-five applicants.

A meeting has been scheduled to discuss the purpose of this grant and to address any questions or comments that you may have. The meeting will be held on **Tuesday, May 31, 2011 at 3:00 p.m. at Building 104 D in Blackrock, the building is located south of the Zuni Recovery Center.**

Your attendance and participation is crucial and is strongly encouraged that you attend this very important meeting. Due to eligibility purposes, your application for housing services will be considered under the 2011 ICDBG grant. If you cannot attend, please send a representative to attend on your behalf.

If you have any questions, you may contact our office at 782-4666 or 782-4683.

Sincerely,

Bernadine Nastacio, Housing Rehab Specialist  
Construction Services Department



Arlen Quetawki, SR.  
Governor

Willard Zunie  
Lt. Governor

Steve K. Boone  
Head Councilman

Vacant  
Councilman

## PUEBLO OF ZUNI

P. O. Box 339  
Zuni, New Mexico 87327  
1203-B NM State Hwy 53  
Phone: (505) 782-7022  
Fax: (505) 782-7202  
[www.ashiwi.org](http://www.ashiwi.org)

505-782-7000 MAIN

Loren L. Leekela, SR.  
Councilman

Gerald Hooce, SR.  
Councilman

Mark Martinez  
Councilman

Birdena Sanchez  
Councilwoman

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### AGENDA 2011 ICDBG HOUSING REHAB APPLICATION May 31, 2011

1. Introductions – staff
2. Purpose of the grant application
  - a. Timeframe (application due June 15, 2011)
  - b. Notice of grant award October 30, 2011
3. Environmental Review Process
  - a. Zuni Cultural Resource Enterprise
  - b. Zuni Environmental Protection Program
    - i. 100-year Flood Plain / 8 Step process
4. Post notice in Zuni for 18 day comment period /
  - a. 15 day comment period at HUD Office
  - b. Release of Funds from HUD after comment period
5. Relocation of applicants
  - a. Finding own temporary relocation, moving in with relatives
  - b. Filling out application with ZHA – Occupancy (low-rent unit)
6. Construction Schedule – Notice to Proceed
7. Selection Criteria used for this grant:
  - a. \$50,000 cap 1-4 bedroom houses
  - b. Creating duplex for two families under one roof
  - c. Up keep and maintenance of existing house
  - d. Housekeeping/ disposal of trash
  - e. Up-to-date water accounts / electrical
  - f. Proof of homeownership through Real Estate Office
8. Mandatory - Homeownership counseling during construction (Financial & Maintenance Upkeep)
  - a. Follow-up Inspections after house is rehabilitated – HOC Counselor
9. Providing appliances (cooking range / refrigerators / wood stoves)

Questions and comments

2011 ICDBG Housing Rehabilitation Grant Application  
 Citizen Participation Meeting  
 May 31, 2011 @ 3:00 p.m.  
 ZHA - CSD BLDG. B - 104D Blackrock

1. Stanford Lalio
2. Carlton Tsikewa, Sr.
3. Thurza Leekya
4. Romanita Romancito
5. Anderson Gchachu
6. Priscilla Chavez
7. Carnalee Bowannie
8. Valerie Kallestewa
9. Juanita Hudson
10. Rosaleen Hudson
11. Romalda Vacit
12. Vivian Bewanika
13. Sandra Kanesta
14. Agnes Acque
15. Philecita Leekya
16. Mark Bowekaty
17. Pansy Natachu
18. Stephannie Peina
19. Margie Eustace
20. Carlene Hattie
21. Judy Tsethlikai

*Stanford Lalio*  
*Carlton Tsikewa Sr. for Carl Hood*  
*Thurza Leekya*  
*Romanita Romancito*  
*Anderson Gchachu*  
*Priscilla Chavez*  
*Carnalee Bowannie*  
*Valerie Kallestewa*  
*Juanita Hudson*  
*Rosaleen Hudson*  
*Romalda Vacit*  
*Vivian Bewanika*  
*Sandra Kanesta*  
*Agnes Acque*  
*Philecita Leekya*  
*Mark Bowekaty*  
*Pansy Natachu*  
*Stephanie Peina*  
*Margie Eustace*  
*Carlene Hattie*  
*Judy Tsethlikai*



- |                                |                                 |
|--------------------------------|---------------------------------|
| 22. Stephannie H. Niha         | <u>Stephanie Niha</u>           |
| 23. Margie Soseeah             | <u>Margie Sosa</u>              |
| 24. Sybil Cachini              | <u>Sybil Cachini</u>            |
| 25. Marguerita Dishta          | <u>Marguerita Dishta</u>        |
| 26. Carmelita Simplicio        | <u>Carmelita Simplicio</u>      |
| 27. Gilbert & Annalita Sanchez | <u>Annalita Gilbert Sanchez</u> |
| 28. Sharon Sanchez             | <u>Sharon Sanchez</u>           |
| 29. Vonda Bert                 | <u>Vonda Bert</u>               |
| 30. Lily A. Neha               | <u>Lily Ann Neha</u>            |
| 31. Morenda Solomon            | <u>Morenda Solomon</u>          |
| 32. Juana Locaspino            | <u>Juana Locaspino</u>          |
| 33. Paula Locaspino            | <u>Paula Locaspino</u>          |
| 34. Gloria Shack               | <u>Gloria Shack</u>             |
| 35. Erica L. Paquin            | <u>ERICA L. PAQUIN</u>          |

**MEMORANDUM OF AGREEMENT**

**Written Agreement between  
Zuni Tribe  
and  
Zuni Housing Authority  
for Implementation of the  
ICDBG Housing Rehabilitation Project**

This agreement is entered into between the Zuni Tribe, by and through its governing body, and Zuni Housing Authority, by and through its Governing Board of Directors, to authorize the Zuni Housing Authority to act as the sub-recipient entity for the implementation of the Indian Community Development Block Grant (ICDBG), Housing and Urban Development (HUD) Grant \_\_\_\_\_, Housing Rehabilitation Project. Zuni Housing Authority shall act in accordance with its Charter and bylaws and Tribal Ordinances in its administration of this grant. The term of this agreement and the provisions herein shall be extended to cover any additional time period during which the Zuni Housing Authority remains in control of ICDBG funds or other assets including program income.

**1. OBLIGATIONS OF THE PARTIES**

**Statement of work**

- (1) The sub recipient, Zuni Housing Authority, shall be responsible, on behalf and in the best interest of the Zuni Tribal members, for the successful implementation and completion of the 2011 ICDBG HUD Grant \_\_\_\_\_ activities, as described in the ICDBG application, Cost Summary, Implementation Schedule and as specified in the bidding documents, and as authorized in any amended documents; and
- (2) The Zuni Housing Authority shall supervise, monitor and be responsible for solicitation, awarding and contracting architectural and design services and construction services for the Housing Rehabilitation Project in compliance with HUD ICDBG regulations and Tribal Law as well as the day-to-day work performance of the selected contractor(s) and grant administrator(s), and shall report to the Zuni Tribe regarding their findings on a quarterly basis; and
- (3) As per this agreement, the Zuni Housing Authority shall solicit and coordinate program development, including entering into agreements, arbitrating, compromising, negotiating, and settling disputes resulting from design, construction or other activities under the ICDBG Grant; and

- (4) The Zuni Housing Authority shall be responsible for the procurement process, the building activities and building costs; compliance with applicable rules and regulations, building specifications; addressing on-site findings, program expenditures, development and submittal of progress reports, maintaining and revising documentation and schedules, coordinating the activities of outside sources, and close-out of the program, and specifically shall generate, maintain, preserve and route records and reports as set forth below to insure full compliance with ICDBG requirements (copies of all documents required by subsections a-f shall be provided to the Zuni Tribe):
- a. The Zuni Housing Authority shall be responsible for all procurement actions and solicitations in accordance with its Procurement Policy.
  - b. The Zuni Housing Authority shall be responsible for submitting the Annual Status and Evaluation Report to HUD no later than November 1<sup>st</sup> of each year the grant remains open/active.
  - c. The Zuni Housing Authority shall be responsible for submitting the Minority Business Enterprise Report (form 2516) to HUD no later than April 10<sup>th</sup> and October 10<sup>th</sup> of each year the grant remains open/active.
  - d. The Zuni Housing Authority shall be responsible for submitting revised Implementation Schedules (form HUD-4125) and narrative justification to HUD for final approval whenever the project implementation becomes more than 60 days behind schedule.
  - e. The Zuni Housing Authority shall be responsible for submitting revisions to the project budget whenever previously approved budget line items are changed by more than 15%. Any revisions to the project budget which result in either increasing or decreasing the amount of ICDBG funds allocated for Administration and Planning must be submitted by the Zuni Housing Authority on the Cost Summary (form HUD-4123) to the Tribe for final approval before submission to HUD.
  - f. The Zuni Housing Authority is responsible for preparing the Final Narrative Status Report, the Closeout Agreement and the Financial Status Report (SF-425) for Tribal signatures and submission to HUD within 90 days of project completion.
  - g. The Zuni Housing Authority (Finance Office) is responsible for accessing ICDBG funds through the Line of Credit Control System (LOCCS).

- h. The Zuni Housing Authority (Finance Office) is responsible for maintaining access to LOCCS throughout the term of the grant and submitting any required forms/documents to change/update the information maintained within the LOCCS system for the ICDBG program.
  - i. The Zuni Housing Authority is responsible for maintaining copies of all contracts and obligations related to the project. The Zuni Housing Authority is responsible for submitting invoices/draw requests/obligations within 10 days of when the obligation is due. The Zuni Housing Authority is responsible for submitting sufficient documentation to support the drawdown of ICDBG funds. The Zuni Housing Authority (Finance Office) is responsible for maintaining the financial records of the project and assuring that they are in compliance with applicable regulations and the approved Cost Summary for all ICDBG funds expended.
  - j. The Zuni Housing Authority (Finance Office) is responsible for complying with A-133 audit requirements related to this project.
  - k. The Zuni Housing Authority shall comply with the program income requirements set forth in 24 CFR §85.25 and as modified by 24 CFR 1003.503.
- (5) The Zuni Housing Authority shall continue, as chartered by the Zuni Tribe, to perform such activities as a non-profit entity, subject to the jurisdiction, laws, and ordinances of the Zuni Tribe, as well as regulatory and programmatic rules associated with the ICDBG program.

**B. Budget (Availability of Funds)**

- (6) To complete its tasks, both administratively and in the actual construction of the Housing Rehabilitation Project, the total amount to be paid by the Zuni Tribe to the Zuni Housing Authority is \$2,200,000 to meet the objectives originally specified in the grant application. Zuni Housing Authority shall utilize the attached budget based on the HUD approved "Cost Summary" (Form HUD-4123) as its official budget for implementing and administering its activities. The attached budget is part of this agreement; and
- (7) The Zuni Housing Authority shall report in an approved format as required to the Zuni Tribe at quarterly scheduled meetings regarding the disbursement of such funds.

**C. Schedule of Completion of the Work**

- (8) The original "Implementation Schedule" (Form HUD-4125), or any revision of such form, once accepted by the U.S. Department of Housing and Urban Development, or its designated representative, shall be utilized by the Zuni Housing Authority as its official schedule for completing and monitoring its work activities; and
- (9) The schedule for work completion shall not, under any circumstances, be revised or amended so as to extend beyond any timeframe specified or recommended by HUD or ICDBG regulatory requirements.

**2. RECORDS AND REPORTS**

**Establishment and Maintenance of Records and Reports**

- (1) The Zuni Housing Authority shall maintain such records, including those documents specified in Section 1A(4) of this agreement, which are inclusive of but not limited to: financial records, bid documents, and all other pertinent records sufficient to reflect properly all direct costs incurred to perform this and related construction activity; and
- (2) The Zuni Housing Authority shall maintain Requests for Proposals, Invitations for Bid, Selection Documentation, and Contract Documents to ensure and verify compliance with its Procurement Policy requirements; and
- (3) The Zuni Housing Authority shall maintain reports as required to document the progress of the HUD grant activity to the Zuni Tribe, the U.S. Department of HUD, and/or other entities requesting information; and
- (4) The Zuni Housing Authority shall be responsible for the maintenance and retention of records and reports as is required by law, including but not limited by U.S. OMB Circular A-87 and regulations of the U.S. Department of Housing and Urban Development; and
- (5) The Zuni Housing Authority shall agree to provide the Zuni Tribe with reasonable written reports upon request.

**Preservation of Records and Reports**

- (6) The Zuni Housing Authority shall preserve and make available its records and reports related to the HUD Grant \_\_\_\_\_, Housing Rehabilitation

Project for a period of three years from the date of HUD approval of program close-out; and

- (7) The Zuni Housing Authority shall, if necessary, retain these records and reports beyond this period of time until any possible litigation, audit finding, or claim has been finally resolved.

3. **ADDITIONAL TRIBE/SUBRECIPIENT AGREEMENTS**

**A. Uniform Administrative Requirements**

This agreement shall require that the Zuni Housing Authority comply with the applicable uniform administrative requirements described in 24 CFR 1003.501.

**B. Other Program Requirements**

This agreement requires the Zuni Housing Authority to perform in compliance with all Federal laws and regulations, and with any additional mandates, recommendations, or requests of the U.S. Department of HUD or its designated representative, except that the Zuni Tribe agrees to retain responsibility for the environmental clearance determination responsibilities as may be required.

**C. Indian Preference**

This agreement requires the Zuni Housing Authority to comply with requirements relating to Indian preference.

**D. Relocation, Acquisition and Displacement**

This agreement requires the Zuni Housing Authority to comply with regulations relating to the acquisition and disposition of all real property utilizing grant funds and to the displacement of individuals from their residences and/or commercial enterprises from their places of business.

**E. Suspension and Termination**

The Zuni Tribe retains the right to suspend or terminate this agreement in accordance with 24 C.F.R. §85.43 should the Zuni Housing Authority in any way materially fail to comply with any term of the award; and the right to terminate this agreement for convenience in accordance with the provisions of 24 CFR §85.44.

**F. Reversion of Assets**

Upon the expiration of this agreement, the Zuni Housing Authority shall transfer to the Zuni Tribe any ICDBG funds on hand, and any accounts receivable that are attributable to the use of ICDBG funds. All real property under the Zuni Housing Authority's control that was acquired or improved in whole or in part with ICDBG funds under this grant and agreement (including ICDBG funds provided to sub recipient in the form of a loan) in excess of \$25,000 shall either:

1. Be used to meet the primary objective as stated in applicable regulations until five years after expiration of this agreement, or for such longer period of time as determined to be appropriate by the Grantee; or;
2. If not used as stated in subparagraph 1 above, such property shall be returned to the Grantee, to be used or disposed of in accordance with provisions of the Code of Federal Regulations. In lieu of return of such property to the Grantee, the Zuni Housing Authority may pay to the Grantee an amount equal to the current market value of the property less any portion of the value attributable to expenditures of non-ICDBG funds for acquisition or improvement of the property. This payment shall constitute program income to the Grantee if it is received during the grant period. No payment is required after the five-year period stated above or such longer period as may be determined by the Grantee.

**G. Administrative Costs:**

Neither the Zuni Tribe, nor the Finance Department of the Zuni Tribe, will claim or receive administrative costs or other funds from this agreement for performance of any tasks or obligations under this agreement, unless expressly provided for in this agreement or under federal law.

**4. AMENDMENTS**

This agreement may be amended by the Zuni Housing Authority or the Zuni Tribe at any time, provided that such amendments make specific reference to this agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Zuni Tribe's governing body and the governing body of Zuni Housing Authority. Such amendments shall not invalidate this agreement, nor relieve or release either party from its obligations under this agreement.

The Zuni Tribe may, at its discretion, amend this agreement to conform to federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, schedule or the activities to be undertaken as part of this agreement, such modification will be incorporated only as stated in this Section.

5. **MEMORANDUM OF AGREEMENT APPROVAL**

Zuni Tribe

Zuni Housing Authority

\_\_\_\_\_  
Governor

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CERTIFICATION OF APPROVAL**

The undersigned official of the Zuni Tribal Council hereby certifies that this Agreement was approved at a duly called meeting of the Zuni Tribal Council on \_\_\_\_\_ with a quorum being present and further authorized the execution of this Agreement.

**ATTEST:**

\_\_\_\_\_  
Zuni Tribal Council, Secretary



## ZUNI HOUSING AUTHORITY

P.O. Box 710 ~ 01 Twin Buttes Road  
Zuni, New Mexico 87327-0710

☎ (505) 782-4550 or 4564  
☎ (505) 782-4563

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### 2011 ICDBG HOUSING REHABILITATION PROJECT MAINTENANCE AND OCCUPANCY AGREEMENT

This Maintenance and Occupancy Agreement entered into this day, \_\_\_\_\_, between the Zuni Tribe, Zuni Housing Authority (ZHA) and \_\_\_\_\_, the ("Homeowner"). Census No. \_\_\_\_\_. The Homeowner has been selected to receive housing rehabilitation work under *ZHA Rehabilitation and Emergency Repair Policies and Procedures, adopted by the Zuni Tribal Council* on May 19, 2005. Upon completion of the home, the Homeowner hereby agrees to maintain his/her house and grounds to the satisfaction of ZHA. Maintenance includes repair and replacement of all mechanical and structural components of the house and repairs and replacements necessitated by damage from any cause.

1. The Homeowner agrees to provide maintenance to the House for ten (10) years after the work is complete. If the Homeowner fails to provide such maintenance, ZHA will terminate the Agreement, and the Homeowner shall reimburse ZHA for its costs and labor on a pro rate basis, based on the number of years in compliance, as set forth in the *Grant Agreement*.
2. The Homeowner shall provide ZHA reasonable access to the Home for the purpose of making regular inspections on the home. Inspections will begin with monthly inspections. If upkeep and maintenance is present, the inspections will be done on a quarterly or annual basis. The Homeowner agrees to attend any maintenance education sessions arranged by ZHA.
3. If the Homeowner sells, conveys, or transfers the Home to another person or entity within (10) years after the work is complete, ZHA shall terminate the Agreement, and the Homeowner shall reimburse ZHA for its labor on a pro rata basis as set forth in the *Grant Agreement*.
4. Upon breach or default of this Agreement by the Homeowner, ZHA shall have the right to recover all reasonable fees (attorney fees, court costs) incurred in enforcing its rights or in successfully defending itself against the claims by the Homeowner.
5. The terms of this Agreement shall be binding upon the heirs, successors, and assignees of the parties hereto in the same manner as upon the original parties.
6. The workmanship of the renovation will be warranted for a period of one (1) year following completion of the project. Homeowner will be responsible for any damages due to negligence or abuse during the warranty period and thereafter.

- 7. Homeowners not required to repay the assistance shall sign a Grant Agreement that requires the homeowner to re-occupy the dwelling upon completion of rehabilitation or repair as his or her principal residence and not transfer the dwelling for the period of ten (10) years, unless the Executive Director waives this requirement for good cause.*

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**Project Manager/CSD Director**

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**Homeowner**

COMMUNITY FACILITIES AND HOUSING REHABILITATION

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Past ICDBG Grants for the Pueblo of Zuni

Grant No.:	B-85-SR-35-0896
Project Purpose:	Rehabilitation of 16 Homes
Amount of Award:	\$500,000
Status:	Complete/Project Closed-out
Grant No.:	B-90-SR-35-0896
Project Purpose:	Rehabilitation of 24 Homes
Amount of Award:	\$498,292
Status:	Complete/Project Closed-out
Grant No.:	B-91-SR-35-0896
Project Purpose:	Rehabilitation of 24 Homes
Amount of Award:	\$710,879
Status:	Complete/Project Closed-out
Grant No.:	B-92-SR-35-0896
Project Purpose:	Rehabilitation of 24 Homes
Amount of Award:	\$1,854,312
Status:	Complete/Project Closed-out
Grant No.:	B-93-SR-35-0896
Project Purpose:	Solid Waste Improvements
Amount of Award:	\$997,634
Status:	Complete/Project Closed-out
Grant No.:	B-94-SR-35-0896
Project Purpose:	Water Systems Improvements
Amount of Award:	\$999,972
Status:	Complete/Project Closed-out
Grant No.:	B-96-SR-35-0896
Project Purpose:	Rehabilitation of 16 Homes
Amount of Award:	\$789,000
Status:	Complete/Project Closed-out
Grant No.:	B-97-SR-35-0896
Project Purpose:	Rehabilitation of 43 Homes
Amount of Award:	\$1,999,600
Status:	Complete/Project Closed-out

Page Two.

Pueblo of Zuni/2011 ICDBG Grant Application  
Community Development Statement

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Grant No.: B-98-SR-35-0896  
Project Purpose: Water System Improvements  
Amount of Award: \$968,709  
Status: Complete/Project Closed-out

Grant No.: B-99-SR-35-0896  
Project Purpose: Rehabilitation of 55 Homes  
Amount of Award: \$1,999,994  
Status: Complete/Project Closed-out

Grant No.: B-00-SR-35-0896  
Project Purpose: Zuni Head Start and Community Facility  
Amount of Award: \$2,000,000  
Status: Complete/Project Closed-out

Grant No.: B-03-SR-35-0673  
Project Purpose: Adult Day Care Center  
Amount of Award: \$365,532  
Status: Complete/Project Closed-out

Grant No.: B-03-SR-35-0673  
Project Purpose: Housing Rehabilitation  
Amount of Award: \$682,535  
Status: Complete/Project Closed-out

Grant No.: B-05-SR-35-0673  
Project Purpose: Food Distribution  
Amount of Award: \$615,673  
Status: Complete/Project Closed-out

Grant No.: B-07-SR-35-0673  
Project Purpose: Housing Rehabilitation  
Amount of Award: \$2,200,000  
Status: Complete/Project Closed-out

## ATTACHMENTS FORM

**Instructions:** On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

**Important:** Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	2011 ICDBG Narrative.pdf	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	HUD-4123, Cost Summary.pdf	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	HUD-4125, Implementation Sche	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	2011 ICDBG LMI Applicants.pdf	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	FY 2011 Budget 35 Units.pdf	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	Tribal Resolutions.pdf	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	Copy of HUD-96010 2010 ICDBG	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	Citizens Participation Meeting	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	ICDBG Subrecipient 2011 MOA.p	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	2011 ICDBG Maint Occupancy	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	PastGrants.pdf	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	Zuni Map - Housing Rehab. Pro	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

**Facsimile Transmittal**

1308004995-2270

U. S. Department of Housing  
and Urban Development  
Office of Department Grants  
Management and Oversight

OMB Number: 2525-0118  
Expiration Date: 06/30/2011

Name of Document Transmitting: Zuni Tribe 2011 ICDBG Application-Housing Rehabilitation

**1. Applicant Information:**

Legal Name: Zuni Tribe  
Address:  
Street1: 1203B State Highway 53  
Street2:  
City: Zuni  
County:  
State: NM: New Mexico  
Zip Code: 87327-0339 Country: USA: UNITED STATES

**2. Catalog of Federal Domestic Assistance Number:**

Organizational DUNS: 0694214100000 CFDA No.: 14.862  
Title: Indian Community Development Block Grant Program  
Program Component:

**3. Facsimile Contact Information:**

Department:  
Division:

**4. Name and telephone number of person to be contacted on matters involving this facsimile.**

Prefix: First Name: Andrew L. Othole  
Middle Name:  
Last Name: Othole  
Suffix:  
Phone Number: 505-782-3054  
Fax Number:

5. Email: aothol@ashiwi.org

**6. What is your Transmittal? (Check one box per fax)**

a. Certification  b. Document  c. Match/Leverage Letter  d. Other

7. How many pages (including cover) are being faxed? 59

# 2010 eLogic Model® Information Coversheet



## Instructions

When completing this section there are "mandatory" fields that must be completed. These fields are highlighted in yellow. The required data must be entered correctly to complete an eLogic Model®. After completing all mandatory fields on the coversheet click on the "Check Errors" button at the top of this page. Applicant Legal Name must match box 8a in the SF-424 in your application. Enter the legal name by which you are incorporated and pay taxes. CCR Doing Business is new for 2010 eLogic Model®. Only complete this field if your registration at CCR includes an entry in Doing Business as: (dba). Enter the DUNS # as entered into box 8c of the SF-424 Application for Federal Assistance form. Enter the City where your organization is located, this information must match the SF-424 data in your application. Use the dropdown to enter the State where your organization is located, this information must match the SF-424 data in your application. This information must match the SF-424 data in your application. Enter the Grantee Contact Name and email address in the field provided. Enter the name of the person that completed the eLogic Model® and their email address in the field provided. When completing the Project Information Section, applicants except Indian Tribes must enter their Project Name, Project Location City/County/Parish, State, Project Type, and Construction Type. If there are multiple locations, enter the location where the majority of the work will be done. Indian tribes, including multi-state tribes, should enter the City or County associated with their business address location. For Indian Tribes, enter the state applicable to the business address of the Tribal entity.

### Program Information

HUD Program **ICDBG**  
 Program CFDA # **14.862**  
 Program Component


### Grantee Information

Applicant Legal Name	Zuni Tribe
CCR Doing Business As Name	
DUNS Number	069421410 -
City	Zuni
State	New Mexico
Zip Code	87327 -
Grantee Contact Name	Michael R. Chavez
Grantee Contact email	mchavez@pozha.org
Logic Model Contact Name	Bernadine Nastacio
Logic Model Contact email	bnasta@pozha.org

### Project Information

Project Name	Zuni Tribe - Housing Rehabilitation
Project Location City/County/Parish	Zuni
Project Location State	New Mexico
Zip Code	87327 -
Project Type	Housing Rehab
Construction Type	

### Additional Information for Reporting (Leave Blank At the Time of Application)

Grants.gov Application Number	
HUD Award Number	
Logic Model Amendment Number	