

NATIVE VILLAGE OF EYAK
Housing Program
P.O. Box 1388
Cordova, Alaska 99574
(907) 424-7738, office
(907) 424-7739, fax



AUTHORIZATION FOR RELEASE OF INFORMATION

CONSENT: I/We authorize and direct any Federal, State, or Local agency, organization, business or individual to release to the: **NATIVE VILLAGE OF EYAK**, any information or materials needed to complete and verify my income & property ownership for participation in Federal Housing Home Improvement Grant Assistance Program. I/We understand and agree that this authorization for the information obtained with its use may be given to and used by the U.S. Department of Housing and Urban Development (HUD) & Bureau of Indian Affairs (BIA) in administering and enforcing program regulations/rules.

INFORMATION COVERED: I/WE understand that depending on program policies and requirements, previous and current information regarding me or my household may be needed. Verifications and inquiries that may be requested include but, are not limited to:

Housing Agencies	State Employment Agencies
Native Villages/Corporations	Social Security Administration
Past/Present Employers	Insurance Providers
Military/Veterans Administration	Bank/Other Financial Institutions
Retirement Systems	Child Support/Alimony
Health/Welfare Agencies	Medical

CONDITIONS: I/We agree that a photocopy of this Authorization may be used for the purposes stated above. This authorization will stay in effect as long as I am a participant in any Native Village of Eyak assisted housing program.

Print Name

Signature of Applicant

Date

Print Name

Signature of Applicant

Date



HOME IMPROVEMENT MINI-GRANT ASSISTANCE AGREEMENT

I/We _____ of _____
Print Your Name(s)

_____, Alaska hereinafter referred to as "Participant" in
Print Your Full Physical Address

consideration for being awarded housing assistance in the amount of \$ 1,999.99 from the Native Village of Eyak Housing Program (NVEHP), a recipient of an Indian Housing Block Grant from the U.S. Department of Housing and Urban Development (HUD), hereby agree to the following conditions on which the housing assistance is made and received.

Participant agrees that: prior written approval from NVEHP of grant eligibility, submitted proposed project & all project invoices/receipts must be obtained before any reimbursement for housing upgrade materials will be made.

Any Costs

above the approved grant amount will be paid for by the participant. Also if your project exceeds 1999.99 you must file and complete Davis Bacon forms and pay Davis Bacon Wages to your contractors.

Participant agrees that all materials purchased under this grant will be used in the completion of weatherization upgrades within 60-days of NVEHP approval and that the project will be available for use for at least 5-years (a requirement of our grant).

In the event of the death of the Participant, prior to the end of the term of this Agreement, the conditions of this Agreement shall be binding on any or all persons who succeed the Participant's interest in the property, buildings, or Improvements for which this Agreement is made.

Participant understands that the assistance is made subject to all regulations, now or in the future, contained in Code 24 of Federal Regulations (CFR) Part 1000, Native American Housing Activities. Participant further understands that the actual amount of housing assistance received is determined by the actual amount of the mini-grant received, as documented above. The Mini-grant Assistance provided will be the amount necessary to complete the following Scope of Work:

Your Home Improvement/Weatherization Project Work Description (*please be specific*):

Legal Description of Your Property: (Attach a copy of Deed of Ownership & other supporting documents for this property)

What year was your home built? _____ Lot #'s: _____ Block #'s: _____

Pay Back Schedule:

If Participant sells, abandons, or vacates the property or otherwise fails to meet its obligations under this Agreement, the Participant shall repay NVEHP all or a portion of the total cost of assistance based on the following pay back schedule:

Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback
1	100%	\$2,000.00	7	90%	\$1,800.00	13	55%	\$1,100.00	19	25%	\$500.00
2	100%	\$2,000.00	8	80%	\$1,600.00	14	50%	\$1,000.00	20	20%	\$400.00
3	100%	\$2,000.00	9	75%	\$1,500.00	15	45%	\$900.00	21	15%	\$300.00
4	100%	\$2,000.00	10	70%	\$1,400.00	16	40%	\$800.00	22	10%	\$200.00
5	100%	\$2,000.00	11	65%	\$1,300.00	17	35%	\$700.00	23	5%	\$100.00
6	95%	\$1,900.00	12	60%	\$1,200.00	18	30%	\$600.00	24	0%	\$0.00

I/We agree to comply with all the terms and conditions of this Home Improvement Mini-Grant Assistance Agreement.

Participant Signature: _____ Date: _____

Participant Signature: _____ Date: _____

NVEHP Signature: _____ Date: _____



**LOW INCOME HOME IMPROVEMENT WEATHERIZATION
ASSISTANCE MINI GRANT APPLICATION, RELEASE OF INFORMATION & AGREEMENT PACKET**

Home improvement/Weatherization/Flood Relief grants offer the assistance opportunity to repair or replace damaged: doors, windows, stairs, railings, porches, siding, roofs, flooring, water heaters, furnaces, foundations, sinks, toilets, plumbing, tub/surrounds, wiring, weatherstripping, etc.

2011 NAHASDA Mini-Grant Income Eligibility Limits for Cordova Alaska

Household Size:	Income Limit for 1-Persons	Income Limit for 2-Persons	Income Limit for 3-Persons	Income Limit for 4-Persons	Income Limit for 5-Persons	Income Limit for 6-Persons	Income Limit for 7-Persons	Income Limit for 8-Persons
Valdez-Cordova Census Low (80%) of Median Income Limit	45,050	51,450	57,900	64,300	69,450	74,600	79,750	84,900

Note: Your adjusted annual income must be at or below the amount listed above for your household size to be eligible.

Application Information Requirements & Completion Checklist

- Completely fill out & sign the attached Mini-Grant Application, Agreement & Release of Information
- Provide Copy of Certificate of Native Blood (CIB) All Native Family member CIB's are already on file with NVE.
- Provide proof of income for **all** household members with copy of most recent 1040 Income Tax Return & W-2 forms for: 2010. If Self Employed please bring your schedule "C".
- If you no longer file income tax each year please provide us with: a copy of the letter from IRS informing that you do not need to file any longer; Copies of monthly Retirement, Social Security, DSHS, Dividend statements, & any other income.
- Provide a copy of your Home/Property Ownership deed or contract
- If your home is **50-yrs. or older** please provide us with: 1) a copy of your property tax cards & 2) Platt map (lot/block#) you can get from Susan Bourgeois at City Hall on the second floor. Her office hours are Mon.-Fri., 8:00am-12:00pm
- Take before pictures of proposed project area or item & submit it with your application. If you do not have a digital camera please schedule an appointment with Housing Program to take picture at the time you submit your application.
- Contact us when your project(s) is completed to schedule an appointment for the required project completion inspection and pictures.

Reimbursement Procedures For NVEHP Approved Projects

Method # 1: Reimbursement of Completed Projects To Home Owner Process

1. Grantee completes approved project with approved vendor & pays with their own funds
2. Completed project is inspected by NVEHP and approved
3. All project invoices/receipts are submitted to NVEHP for approval
4. Approved receipts are reimbursed to Grantee up to the grant amount of \$: nt of 1999.99

Be sure and tell the vendor that your name and program #80 must be on all invoices.

Method # 2: Direct Payment for Materials To Vendor Process (*Sales Tax Exempt*)

1. Grantee submits invoices from approved vendor/project billed to NVE for payment, or
2. NVE billed directly by vendor for materials and/or labor for approved project up to \$1999.99
3. NVEHP will then pay the vendor directly up to \$1999.99 for materials and/or labor on the approved project.

Be sure and tell the vendor that your name and program #80 must be on all invoices.

****ALL CONTRACTORS MUST PROVIDE NVE WITH CURRENT PROOF OF
WORKMANS COMP COVERAGE PRIOR TO BEGINNING WORK ON YOUR PROJECT****

**NATIVE VILLAGE OF EYAK
LOW INCOME HOME IMPROVEMENT MINI-GRANT APPLICATION**



Name: _____
 First M/I Last Social Security # DOB:

Mailing Address: _____ Physical Address: _____
 P.O. Box # Street City State Zip Code

Home Phone #: _____ Work Phone #: _____ Message Phone #: _____

Marital Status: Single Married Divorced Widowed Veteran: Yes No

Race/Ethnic Group: Alaskan Native American Indian Other

Tribal Enrollment Number _____ Native Village/Corp./Region: _____

Citizenship: U.S. Citizen Permanent Resident Alien Temp. Work Permit Other

List All Other Household Members:

Name	Relation	Sex	Date of Birth	Birth Place	Social Security #

Employment Information: Provide information for each household member over the age of 18 yrs. If there is not enough space for the required information or if there is an expected change within the next 12-months, please provide an attachment & explanation.

	Adult # One		Adult # Two	
Employer's Name				
Position				
Mail Address				
City, State, Zip				
Phone Number				
Rate of Pay	\$	Hours Per week:	\$	Hours Per week:
Overtime?				
W-2 Total				

Income For All Family Members From Other Sources:

Examples: Self-employment, Unemployment Comp., DSHS/Public Assistance, Social Security, Retirement, Veteran's Benefits, Child Support, Sr. Care Program, Permanent Fund Dividends, Native Village/Corporation Dividends, etc.

Family Member Name	Source of Income	How Often Income Received	\$ Amount Received

I/We hereby certify that the information provided is true & accurate to the best of my/our knowledge.

Applicant Signature

Applicant Signature

Date



HOME IMPROVEMENT MINI-GRANT ASSISTANCE AGREEMENT

I/We _____ of _____
Print Your Name(s)

_____, Alaska hereinafter referred to as "Participant" in
Print Your Full Physical Address

consideration for being awarded housing assistance in the amount of \$ 1,999.99 from the Native Village of Eyak Housing Program (NVEHP), a recipient of an Indian Housing Block Grant from the U.S. Department of Housing and Urban Development (HUD), hereby agree to the following conditions on which the housing assistance is made and received.

Participant agrees that: prior written approval from NVEHP of grant eligibility, submitted proposed project & all project invoices/receipts must be obtained before any reimbursement for housing upgrade materials will be made.

Any Costs

above the approved grant amount will be paid for by the participant. Also if your project exceeds 1999.99 you must file and complete Davis Bacon forms and pay Davis Bacon Wages to your contractors.

Participant agrees that all materials purchased under this grant will be used in the completion of weatherization upgrades within 60-days of NVEHP approval and that the project will be available for use for at least 5-years (a requirement of our grant).

In the event of the death of the Participant, prior to the end of the term of this Agreement, the conditions of this Agreement shall be binding on any or all persons who succeed the Participant's interest in the property, buildings, or Improvements for which this Agreement is made.

Participant understands that the assistance is made subject to all regulations, now or in the future, contained in Code 24 of Federal Regulations (CFR) Part 1000, Native American Housing Activities. Participant further understands that the actual amount of housing assistance received is determined by the actual amount of the mini-grant received, as documented above. The Mini-grant Assistance provided will be the amount necessary to complete the following Scope of Work:

Your Home Improvement/Weatherization Project Work Description (*please be specific*):

Legal Description of Your Property: (Attach a copy of Deed of Ownership & other supporting documents for this property)

What year was your home built? _____ Lot #'s: _____ Block #'s: _____

Pay Back Schedule:

If Participant sells, abandons, or vacates the property or otherwise fails to meet its obligations under this Agreement, the Participant shall repay NVEHP all or a portion of the total cost of assistance based on the following pay back schedule:

Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback	Months of Use	Percent %	Amount of Payback
1	100%	\$2,000.00	7	90%	\$1,800.00	13	55%	\$1,100.00	19	25%	\$500.00
2	100%	\$2,000.00	8	80%	\$1,600.00	14	50%	\$1,000.00	20	20%	\$400.00
3	100%	\$2,000.00	9	75%	\$1,500.00	15	45%	\$900.00	21	15%	\$300.00
4	100%	\$2,000.00	10	70%	\$1,400.00	16	40%	\$800.00	22	10%	\$200.00
5	100%	\$2,000.00	11	65%	\$1,300.00	17	35%	\$700.00	23	5%	\$100.00
6	95%	\$1,900.00	12	60%	\$1,200.00	18	30%	\$600.00	24	0%	\$0.00

I/We agree to comply with all the terms and conditions of this Home Improvement Mini-Grant Assistance Agreement.

Participant Signature: _____ Date: _____

Participant Signature: _____ Date: _____

NVEHP Signature: _____ Date: _____