

**SALISH AND KOOTENAI HOUSING AUTHORITY
IMPLEMENTATION OF I.H.S PL 86 - 121 PROJECTS
FOR THE CONFEDERATED SALISH AND KOOTENAI TRIBES**

**ARTICLE I
APPLICATION**

An application for services must be completed and signed by the person who is receiving the services and returned to the Salish Kootenai Housing Authority. It will be reviewed for eligibility under current Housing guidelines. Applications will be held for six months after approval.

**ARTICLE II
QUALIFICATION FOR SERVICES**

- A. Applicants who have been approved will be provided with a water and/or sewer service. Tribal members of the Confederated Salish and Kootenai Tribes have first priority, with direct descendents and members of other tribes eligible if funding is available.
- B. The applicant applying must have ownership interest. (Ownership means holding trust title; BIA approved long-term leasehold interest, fee simple title or evidence of exclusive possessor interest).
- C. The home must be the primary residence of the applicant.
- D. The home site must meet technical, environmental, and archeological feasibility requirements for installing sanitation facilities. The site may be rejected because of one of the following reasons:
 - Geotechnical conditions such as subsurface rock, high clay content soils, etc.
 - No site access
 - Flood hazard exists at the site.
 - Lack of available water (i.e. experience shown no groundwater in the area, no available surface water, and the nearest community water system too far.)
 - Site slope too steep (greater than 15 degrees)
 - The proposed facilities exceed the Billings Area unit cost cap for individual facilities.
- E. Mobile Homes
 - 1. Trailers should be blocked and skirted.
 - 2. Interior plumbing with no leaks and must have functional water heater.
 - 3. Functional 24 hour heating system.
 - 4. Structurally sound, including roof, walls, flooring, windows, and doors, according to Housing inspection.

5. Electrical power must be on-site and connected to the trailer or a commitment by MVP to provide electrical power.
- F. Additional criteria for home eligibility
1. Adequate foundation: the home should have a sound basic structure which would allow a standard bathroom to be installed (35 square feet minimum) and be protected from freezing.
 2. Electrical power must be on site and connected to the home or a commitment made by the local power company to provide electricity prior to completion of the IHS work. Electrical service for the home must be adequate and comply with applicable codes. Electrical service must be such to handle the additional load required for water and/or sewer service.
 3. Protection from elements and vectors: The home exterior should have doors, windows, roof and insulation to protect the occupants from inclement weather conditions and vectors (flies, rats, mice, mosquitoes, etc.), which could transmit disease when in the home.
 4. Each home upon completion, should have a complete bathroom (35 square feet minimum), kitchen sink and water heater. Homes located in a rural setting, receiving a well, should have sufficient space for a pressure tank and appropriate plumbing. Applicant will be responsible to provide a pumphouse for the pneumatic system, if there is non-sufficient space in the home. A complete bathroom would contain at least a toilet, bathtub and sink. The minimum clear width of the bathroom should be five (5) feet which is required for standard bathtubs.

ARTICLE III SERVICE LIMITS

- A. The Tribes will provide water and/or sewer service to eligible participants. If that service is sold, or repossessed, the applicant will not be eligible for another service. If applicant sells the home that was served and can provide sale documents that verify that they were not compensated for the water and/or sewer services, the applicant would be eligible for another service.
- B. If the site was previously served by IHS, and the home has been expanded in bedroom size or rehab, causing the existing facilities to be undersized OR the existing facilities have reached their design life, the Housing Authority endorses the second service. If failure of facilities is due to neglect the applicant does not qualify for repeat services.
- C. Housing Operations engineering standards will be used to determine the definition of “adequate” when assessing existing services. If the applicant refuses the best, economical, feasible engineering practices, services will NOT be provided.

- D. Construction of a standard pumphouse is the responsibility of the participant. The pumphouse is to be completed, insulated and weatherproofed before water service will be provided.
- E. A small community system will provide community water and/or community sewer services to participants who live close to each other, thus the saving of funds used to provide sanitary facilities. Tribal Operations & Maintenance will operate and maintain the system. The water rate will be that of other community systems maintained by T.O.M., at the current rate per month.
Hookup fees will be assessed for services to the community systems. These fees are subject to rate increases approved by Tribal Council.
- F. All applicants are required to obtain a “no-cost” Housing engineering review prior to planning a home site. If the site is “not recommended” by engineering, the Tribes will NOT be obligated to provide water/wastewater services.

**ARTICLE IV
CONSTRUCTION PROCEDURES**

- A. The H.I.P. Board will approve applicants.
- B. Applicants will be notified for (approval/disapproval).
- C. Applicants will be required to attend a mandatory Pre-Construction meeting
 - 1. Review site plan with participants/site progress.
 - 2. Approximate work schedule; well drilling, water/sewer service.
 - 3. Individual agreements signed.
 - 4. Signed service responsibility agreement.
- D. Should any site be unimproved, service scheduling will be delayed until all criteria are met.
- E. There will be periodic inspections during construction by the Housing Operations Engineer or Inspector.
- F. There will be a final inspection, walk through system with the applicant. The homeowner will be provided training on the operation and maintenance of the system. It will also be the responsibility of the homeowner to maintain the constructed facilities once completed.

Approved by the Board of Commissioners of the Salish and Kootenai Housing Authority at a regular meeting held on December 12, 2006