

Light Up Navajo V – Applicant Information Packet

Thank you for your interest in the 2024 Light Up Navajo V mutual aid initiative. This process requires your participation. NTUA will work with you to make sure all the necessary paperwork is completed. This is necessary before construction can begin to extend electric power to your home.

To begin, please complete the paperwork in this packet. All the information that will be required from you as a homeowner is in this packet. We request that you work closely with our Light Up Navajo coordinators at the District level.

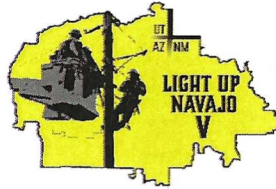
If you picked up this packet from the Chapter House, please make sure to drop it off with NTUA, and not the Chapter. This will ensure that the paperwork is with NTUA. You will receive copies for your records.

We know you have been patiently waiting for electric services to your home for a long time, and we hope that we can make this possible with Light Up Navajo V.

Thank you & Ahéhee'

Here's the contact information for District LUN Project Supervisors. If you have any questions please contact them directly

NTUA District	Project Supervisors	Direct Phone Numbers	Email Address
Chinle	Janice Harvey	(928) 729-4729	janiceh@ntua.com
Dilkon	Marcia Jensen	(928) 729-6290	marciaj@ntua.com
Ft. Defiance	Andrea Nez	(928) 729-4793	andreasi@ntua.com
Crownpoint	Andrea Nez	(928) 729-4793	andreasi@ntua.com
Kayenta	Marcella Black	(928) 729-4762	marcellab@ntua.com
Shiprock	Cassandra Begay	(928) 729-3208	cassandrab@ntua.com
Tuba City	Willette Edwards	(928) 729-6408	willettee@ntua.com



2024 Light Up Navajo V Eligibility Requirements

Thank you for your interest in Light Up Navajo (LUN) V project. In this document, we (NTUA) explain what the Light up Navajo V project is, how it works, and what you need to do to become eligible for LUN V project. We anticipate LUN V construction will begin no earlier than April 2024.

There are two (2) steps that you, the customer, are responsible for completing. Customer Step 1 is submitting the Light Up Navajo V Application Packet. The Light Up Navajo V Application Packet is made up of the following nine (9) documents that you must complete or submit as soon as possible:

- Light Up Navajo V Project Description and Eligibility Requirements (this document)
- Light Up Navajo V Eligibility Checklist (NTUA provides)
- NTUA Residential Service Application (NTUA provides)
- NTUA Project Request Form (NTUA provides)
- NTUA Utility ROW Agreement Form (NTUA provides)
- Release of Information Form
- Approved Homesite Lease/Residential Lease ***Navajo Nation Land Department no longer accepts receipt for homesite lease in place of an Approved Homesite Lease to process SLA application***
- Homesite Lease Survey Plat (if you don't have this document, provide explanation)
- Archaeology Inventory Report (if you don't have this document, provide explanation)
- Cultural Resources Compliance Form (if you don't have this document, provide explanation)

After you complete and submit the Light Up Navajo V Application Packet, your application will be submitted into the NTUA internal process and from there NTUA will submit documents to the Navajo Nation to obtain approval to access Navajo Nation trust land if necessary. Once the Navajo Nation issues approval to NTUA to access Navajo Nation trust land, NTUA will ask you to complete Customer Step 2 as soon as possible.

What you must do for Customer Step 2 depends on whether or not you will need to install a service pole. If you need to install a service pole, you will need to submit payment or commit to a payment arrangement plan with NTUA for the service pole installation and hire an electrician to install the pole mounted meter loop and complete house wiring. If you do not need to install a service pole, then you will hire an electrician to complete the house wiring.

In either case after your electrician completes their work they must complete and submit the NTUA House Wiring Affidavit to your local NTUA District Office. After the NTUA House Wiring Affidavit is submitted NTUA will perform a service entry inspection at your home. If there are any discrepancies that need to be fixed, then you will need to work with your electrician in a timely manner to have them address the discrepancies and submit a new request NTUA House Wiring Affidavit and NTUA will perform a service entry inspection at your home.

This process will continue until your service entry passes inspection. Where there are Navajo Nation Fiscal Recovery Funds (NNFRF), some customer owned homes may qualify for service pole installation and house wiring assistance. If you qualify, NTUA will notify you after completion of feasibility assessment and approval of SLA/right-of-way.

While NTUA is committed to extending electricity to homes through Light Up Navajo V, ***please understand that at this time NTUA cannot guarantee you will be served under this Light Up Navajo V project.*** It could be because one or more of the requirements listed above cannot be completed OR even if they are completed, volunteers may not be able to complete the construction for a variety of different reasons.

To keep you informed of your eligibility status for the Light Up Navajo V project, NTUA will strive to inform you of your eligibility over the upcoming months. In addition, the NTUA District Office may help you complete some of the requirements. If you do not hear from NTUA, please contact the Project Supervisor for your District.

The Project Supervisors for all NTUA Districts are listed below. We ask that you keep NTUA informed if anything on the Eligibility Checklist changes by contacting the Project Supervisor for your District. Again, thank you for your interest and we hope we will be able to serve you. Ahéhee’.

Customer Name (Print)

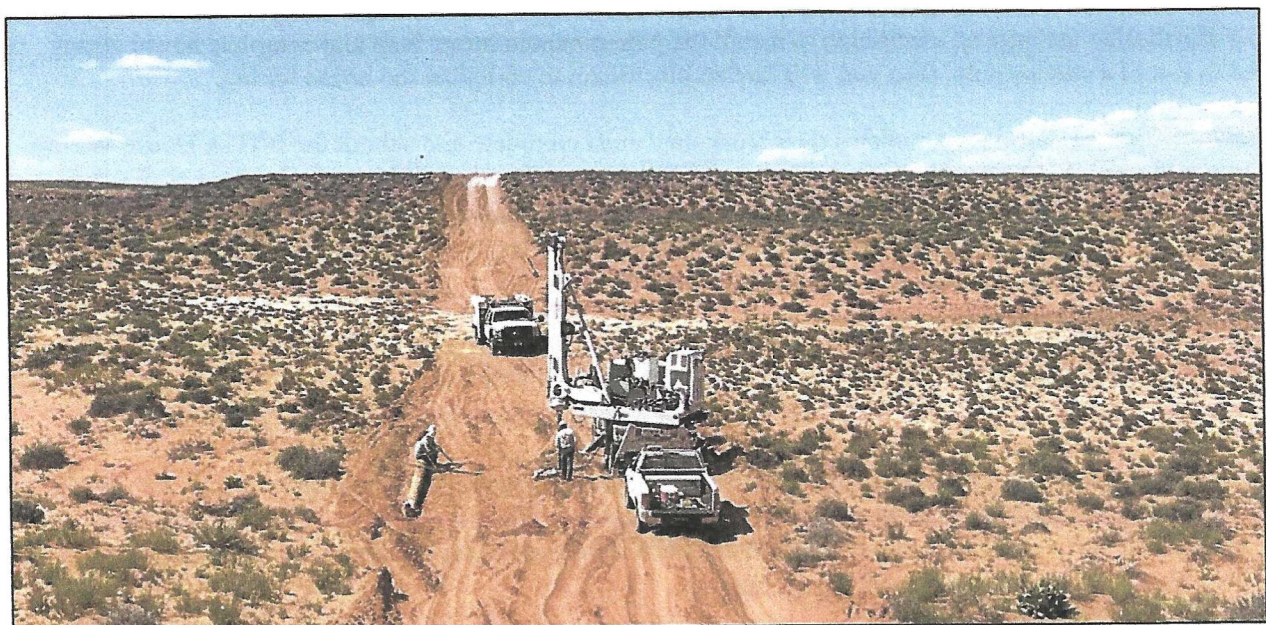
NTUA Representative (Print)

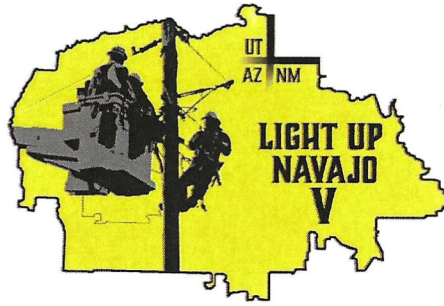
Customer Name (Signature) Date

NTUA Representative (Signature) Date

2024 Light Up Navajo V District Project Supervisors

NTUA District	Project Supervisors	Direct Phone Number	Email Address
Chinle	Janice Harvey	(928) 729-4729	janiceh@ntua.com
Dilkon	Marcia Jensen	(928) 729-6290	marciaj@ntua.com
Ft. Defiance	Andrea Nez	(928) 729-4793	andreasi@ntua.com
Crownpoint	Andrea Nez	(928) 729-7493	andreasi@ntua.com
Kayenta	Marcella Black	(928) 729-4762	marcellab@ntua.com
Shiprock	Cassandra Begay	(928) 729-3208	cassandrab@ntua.com
Tuba City	Willette Edwards	(928) 729-6408	willettee@ntua.com





Light Up Navajo V – Customer Responsibilities

In this document, we (NTUA), explain what the Light up Navajo V project is, how it works, and what you need to do to become eligible for LUN V project. We anticipate LUN V construction will begin no earlier than April 2024. There are two (2) steps that you, the customer, are responsible for completing.

Customer Step 1

Customer step 1 is submitting the Light Up Navajo V Application Packet. The Light Up Navajo V Application Packet is made up of the following nine (9) documents that you must complete or submit as soon as possible:

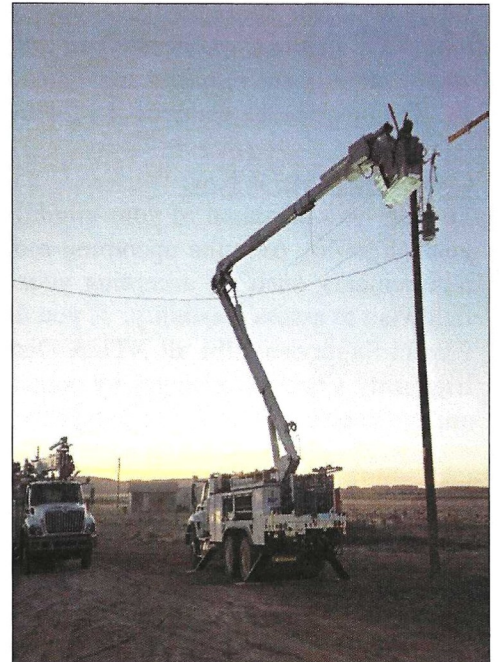
- Light Up Navajo V Project Description and Eligibility Requirements (this document)
- Light Up Navajo V Eligibility Checklist (NTUA provides)
- NTUA Residential Service Application (NTUA provides)
- NTUA Project Request Form (NTUA provides)
- NTUA Utility ROW Agreement Form (NTUA provides)
- Release of Information Form
- Approved Homesite Lease/Residential Lease

Navajo Nation Land Department no longer accepts receipt for homesite lease in place of an Approved Homesite Lease to process SLA application

- Homesite Lease Survey Plat (if you don't have this document, provide explanation)
- Homesite Archaeology Inventory Report (if you don't have this document, provide explanation)
- Homesite Cultural Resources Compliance Form (if you don't have this document, provide explanation)

The Process:

After you complete and submit the Light Up Navajo V Application Packet, your application will be submitted into the NTUA internal process. If the application is deemed qualified, then NTUA will submit documents to the Navajo Nation to obtain approval to access Navajo Nation trust land, if necessary. If a Bureau of Indian Affairs (BIA) allotment is involved, NTUA will work with BIA in obtaining the approval to access the land.



Customer Step 2

Once NTUA receives appropriate approvals to access the land, NTUA will ask you to complete Customer Step 2 as soon as possible. What you must do for Customer Step 2 depends on whether your home requires a service pole to be installed.

Service Poles & House Wiring:

If you need to install a service pole, you will need to submit payment or commit to a payment arrangement plan with NTUA for the service pole installation. After the pole installation you hire an electrician to install the pole mounted meter loop and complete house wiring.

If you do not need to install a service pole, then you will hire an electrician to complete the house wiring. In either case after your electrician completes their work they must complete and submit the NTUA House Wiring Affidavit to your local NTUA District Office.

After the NTUA House Wiring Affidavit is submitted NTUA will perform a service entry inspection at your home. If there are any discrepancies that need to be fixed, then you will need to work with your electrician in a timely manner to have them address the discrepancies and submit a new request for an NTUA House wiring Affidavit and NTUA will perform a service entry inspection at your home. This process will repeat, until your service entry passes inspection.

Where there are Navajo Nation Fiscal Recovery Funds (NNFRF), some customer owned homes may qualify for service pole and house wiring assistance. If you qualify, NTUA will notify you after completion of feasibility assessment and approval of SLA/right-of-way. Qualifying factors may include feasibility of the structure, approved SLA/right of way, service requested (upgrade of an existing service is currently ineligible). Please note that this is not an all-inclusive list.

Project Determination:

While NTUA is committed to extending electricity to homes through Light Up Navajo V, *please understand that at this time NTUA cannot guarantee you will be served under this Light Up Navajo V project.* Service could not occur due to one or more of the requirements listed above not being completed OR even if they are completed, volunteers may not be able to complete the construction for another reasons.

Communication is Key:

To keep you informed of your eligibility status for the Light Up Navajo V project, NTUA will strive to inform you of your eligibility over the upcoming months. In addition, the NTUA District Office may help you complete some of the requirements, such as, accepting your application documents, conducting service entrance inspections, and conducting field visit to assess feasibility. If you do not hear from NTUA, please contact the Project Supervisor for your District. The Project Supervisors for all NTUA Districts are listed below. We ask that you keep NTUA informed if anything on the Eligibility Checklist changes by contacting the Project Supervisor for your District. Again, thank you for your interest and we hope we will be able to serve you. Ahéhee’.

NTUA District	Project Supervisors	Direct Phone Numbers	Email Address
Chinle	Janice Harvey	(928) 729-4729	janiceh@ntua.com
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ELIGIBILITY CHECK LIST 2024 LIGHT UP NAVAJO V

NOTE: ELECTRIC SERVICE IS NOT GUARANTEED AND ONLY IS AVAILABLE FOR OVER HEAD ELECTRIC LINES

CUSTOMER NAME: BP#:	LOCATION OF HOME:	NTUA DISTRICT:	
TYPE OF STRUCTURE: (example: framed house, mobile home, hogan, log home, etc.)	CHAPTER:		
ELIGIBILITY QUESTIONS	YES	NO	
1. Do you have an approved Home Site Lease (HSL) for the home you are requesting electric service to? (No known disputes under litigation.) You will need to submit an approved HSL, or residential lease for your application.	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is there a structure on site? <input type="checkbox"/> YES <input type="checkbox"/> NO Are the corners of the HSL staked?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is the home currently occupied?	<input type="checkbox"/>	<input type="checkbox"/>	
If 'NO', will you occupy the home once you receive electric service?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Is the interior house wiring complete?	<input type="checkbox"/>	<input type="checkbox"/>	
If 'NO', will you commit to completing the interior house wiring (no exposed wires).	<input type="checkbox"/>	<input type="checkbox"/>	
5. Is the home your primary residence?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Is the home currently connected to a Photovoltaic (PV) system?	<input type="checkbox"/>	<input type="checkbox"/>	
If 'YES', is the PV owned by NTUA?	<input type="checkbox"/>	<input type="checkbox"/>	
7. The Customer may be financially responsible for installing the meter loop and service pole, if needed. Will you commit to completing the meter loop installation?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Is your request for service to an additional home or your second home?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Are you a Veteran?	<input type="checkbox"/>	<input type="checkbox"/>	
10. Are you or anyone occupying the home an employee of NTUA or an NTUA employee who is assigned to work at one of our subsidiaries such as NTUA Wireless, NGI or etc.?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Are you related (immediate family member) to an employee of NTUA or an NTUA employee who is assigned to work at one of our subsidiaries?	<input type="checkbox"/>	<input type="checkbox"/>	
12. Are you or anyone occupying the home an elected official or employed by any Chapter or the Navajo Nation Government entity?	<input type="checkbox"/>	<input type="checkbox"/>	
<i>**Electric service under Light Up Navajo V Project is NOT guaranteed**. Power line extensions over one (1) mile are subject to review by NTUA to determine feasibility. If feasible, NTUA will obtain a Tribal Authorization Access (TAA) for the project. TAA applies to power line extensions over a mile in length or crossing two different land statuses. The approval process requires NN 164 review and therefore the process for approval can take over 12 months. NTUA District Representative: Please inform and communicate back to the customer.</i>			

My signature confirms that I have answered these questions honestly and to the best of my knowledge.

PRINT NAME – CUSTOMER

PRINT NAME NTUA REPRESENTATIVE

SIGNATURE – CUSTOMER

DATE

SIGNATURE NTUA REPRESENTATIVE

DATE

REVIEWED BY PROJECT SUPERVISOR	DATE	RECEIVED BY HQ – ESPS	DATE RECEIVED
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**CUSTOMER DOCUMENTATION FORM
2024 LIGHT UP NAVAJO V**

Customer Name	Location	NTUA District
BP No.	WO No.	

Thank you for your continued interest in Light Up Navajo V. This Customer Documentation form will serve as confirmation of documents you have submitted or still need to submit to NTUA for Light Up Navajo V. This form will be updated with each document submittal.

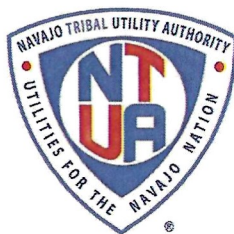
Listed below are the required documents you have submitted or must submit. Items 1-9 need to be submitted as soon as possible.

You will need to submit your house wiring affidavit. NTUA will complete an inspection of your service entrance within 7 days after receipt of your house wiring affidavit. Your licensed electrician will need to correct any discrepancies, if needed. The service entrance must pass inspection within 10 days from the date of the first inspection.

*Navajo Nation Fiscal Recovery Funds may be able to fund house wiring cost; NTUA will need to assess. Dependent on funding availability and feasibility of the home.

Required Customer Documentation	Date received by NTUA	Customer Signature	NTUA Representative Signature
1. Light Up Navajo V Project Description and Eligibility Requirements			
2. Light Up Navajo V Eligibility Check List			
3. NTUA Residential Service Application			
4. NTUA Utility Right Of Way Agreement Form			
5. NTUA Project Request Form			
6. Approved Homesite lease or Residential lease			
7. Homesite lease survey plat, (for the approved HSL or Residential lease)			
8. Archaeological Inventory Report (for the approved HSL)			
9. Cultural Resource Compliance Form (for the approved HSL)			
10. Release of Information Form *Note if Customer declined to sign*			
Pole Mounted Meter Loops (If applicable): * Submit payment for service pole installation and hire an electrician to install pole mounted meter loop.			
Non-Pole Mounted Meter Loops: Submit HW affidavit to NTUA to schedule inspection.			
Service Entrance Inspection by NTUA SEI passed: _____			

NTUA will need to receive approved permits from Federal, State, County and/or Private Companies. After we receive these permits and the approved SLA, you, the customer, can proceed with completing your house wiring and obtaining SEI approval. NOTE: HSL in process may not have a survey plat, cultural resource report or the CRCF. If you have these documents, then please submit a copy.



LIGHT UP NAVAJO APPLICANT RELEASE OF INFORMATION

I irrevocably grant to the Navajo Tribal Utility Authority (NTUA) the right to use my name in all forms and media for purposes related to the Light Up Navajo program, including advertising, reporting, trade, or any commercial purpose throughout the world and in perpetuity.

I waive the right to inspect or approve the use of my name used for publication or the written copy that may be used in connection with the Light Up Navajo program.

Release

I release NTUA from any claims that may arise regarding the use of my name, including any claims of defamation, invasion of privacy, or infringement of moral rights, rights of publicity, or copyright.

NTUA is not obligated to utilize any of the rights granted in this Agreement. I have read and understood this agreement and I am over the age of 18 years.

Signature

Date

Print Name

Address: _____

Phone: _____

If customer declines, NTUA representative please fill out below and place a copy in customer folder.

Signature

Date