



DR. BUU NYGREN *PRESIDENT*

RICHELLE MONTOYA *VICE PRESIDENT*

The Navajo Nation | Yideeskáądi Nitsáhákees

MEMORANDUM:

TO: The Navajo Nation Chapters

FROM: 
Patrick Dalgai, Department Manager II
Community Housing & Infrastructure Department/DCD

DATE: January 19, 2023

SUBJECT: **Fiscal Recovery Funds - American Rescue Plan Act (FRF-ARPA); New Housing Portal Application**

The Division of Community Development requests for Navajo Nation Chapters to complete and submit ten (10) new housing application for individuals or families in dire need of a new home through an online portal for their community members for possible funding under the Fiscal Recovery Fund-American Rescue Plan Act (FRF-ARPA) to combat the COVID-19 pandemic. We are asking each **Chapter** to submit the **housing** applications through the online application process. A link to the ARPA New Housing Application form is below:

Link: <https://bit.ly/32bTrRy>

The following are ARPA priority housing activities:

1. New Housing

The housing proposals must be submitted electronically by the deadline date of **5:00 pm** on **Wednesday, February 24, 2023**. The proposal will be evaluated in accordance with Application Criteria and The American Rescue Plan Act (ARPA) guidelines.

We look forward to working with your chapter and the online application submission process.

Please submit any questions to the email: arpa@nndcd.org

Attachments:

DCD-CHID ARPA New Housing Application Criteria

NAVAJO NATION FISCAL RECOVERY FUNDS
DCD-CHID ARPA New Housing
Application Criteria

I. Application Solicitation

- A. Application Dates
 - 1. Issue notice to Chapters of the online New Housing Application (01/19/2023)
- B. Application Type and Submittal Process
 - 1. Online New housing application
 - 2. A link will be emailed to Chapters to access the online ARPA Housing Application
 - 3. Chapter staff must utilize Chapter email account to access application portal and to upload required supporting documents
 - 4. Chapter staff to assist community members with completing the online application for the neediest of the needy and submission
 - 5. One new housing application per applicant
- C. Application Requirements
 - 1. Please make sure all information on the application is accurate and filled out entirely. If any information is not provided, your application will be considered incomplete and placed in “pending status”.
 - 2. Head of Household is the only applicant to apply and submit housing application along with other necessary documents for homeownership completion through the application portal.
 - 3. All information entered on the application will be true and complete, any misrepresentation or false information will be justification for refusal of housing assistance.

II. Application Screening

- A. CHID office will screen the new housing applications once submitted by the Chapter
- B. CHID to ensure all applications have the Applicant’s required supporting documents attached:
 - Identification Card
 - Certificate of Indian Blood (CIB)
 - Proof of Chapter Voter Registration
 - Approved homesite/residential lease (with Navajo Nation environmental Compliance Forms)
 - Doctor’s Statement
- C. Applications will be separated based on number of bedrooms according to number persons in the household
- D. Applicants will be notified by CHID office if application is incomplete or any supporting documents not attached.

III. Application Selection Criteria

- A. CHID office to carefully review each complete application and consider selection based on the following (serve the Neediest of the Needy):
 1. Carefully review applicants' names on the home/residential lease, will not assist applicant if Applicant is not on the lease
 2. Applicant is disabled/severe health concerns
 3. Applicant has a burnout home
 4. Applicant's existing home is dilapidated (unrepairable)
 5. Overcrowded or multi-generational home

IV. Application Homesite Assessments

- A. CHID office will conduct applicant homesite assessment to verify all information on the application is accurate, if any information on application is determined false, applicant will be ineligible for housing assistance.
- B. CHID office to request the attendance of a Chapter representative during meetings and assessments
- C. Visual assessment of the existing home will determine if a new home is to be constructed or a possible renovation to a livable standard
- D. Existing homes will also be considered for demolition and removal if a new home is considered.

V. Home Size Determination

- A. The size of the new home will be determined based on the number of eligible household members. This information will be shared with the applicant.
- B. The health condition of the applicant, if a care provider is needed, an additional bedroom will be added. A letter or statement from the health care provider will be required if home care services are needed
- C. All applicant's receiving new homes will also receive the required infrastructure to facilitate the home to include electricity, solar, natural gas/propane, water/wastewater and cistern/septic system.