



This monitoring plan is designed to assist a tribe or tribally designated housing entity to conduct self-monitoring of its performance and compliance with pertinent requirements and is virtually identical to the plan that the Office of Native American Programs uses.

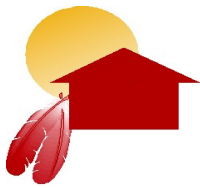
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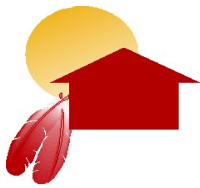
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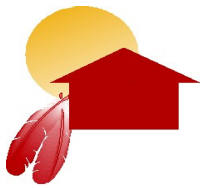


<b>TRIBE/TDHE NAME:</b>	<u>Regulatory/ Statutory Citation</u>	<u>Other Tools</u>	<u>Ref. Pg.</u>	<u>Remarks</u>
<b>I. Purpose</b>				
<p>The purpose of this review is to determine compliance with program financial and fiscal requirements by testing the financial management systems to ensure they meet the standards for financial reporting, accounting records, internal control, allowable costs, source documentation, cash management, record retention, and budget control.</p> <p>Note: This is the basic financial review and the reviewer should determine which appendices are most appropriate to conduct the review.</p>	<p>24 CFR 1000.26, 1000.544, 1003.501, 85.20, &amp; 85.21;</p> <p>2 CFR Part 225;</p> <p>OMB Circular A-133</p>			Read & Noted
<b>II. Pre-Review Preparation</b>				
A. Obtain and review the following:				Read & Noted

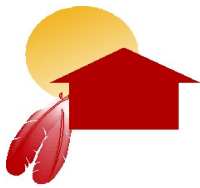


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1. <b>OMB Circular A-133 audits for the monitoring review period.</b> Review the latest audit and identify any open findings or control weakness related to the accounting system. List any areas requiring review.	OMB Circular A-133			Read & Noted
2. <b>Auditor Working Papers.</b> Request from the auditor a copy of the audit program and working papers of the most recent OMB A-133 audit. Reduce the scope of the monitoring review based on the adequacy of the auditor's work.				Read & Noted
3. <b>Other review reports.</b> Examine any other reviews that relate to the accounting system. (prior ONAP monitoring reviews, self-monitoring reviews, internal audits, other external audits.)				Read & Noted
a. Determine any additional testing or reduce scope of monitoring based on these reports.				Read & Noted
4. <b>Financial Cash Transactions Reports.</b> Review the HUD-425s to determine if the reports were filed timely and agree with the tribe/TDHE's draw downs from LOCCS.				Read & Noted

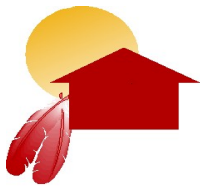
Are there newer ONAP forms that refer to this as Uniform Guidance?



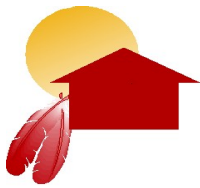
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5. <b>Accounting system policies and procedures.</b> Review accounting system policies and procedures for adequacy and list any areas that will be tested.				Read & Noted
6. <b>Listings of all HUD grants.</b> Identify all HUD grants that were open in the last three years.				Read & Noted
7. <b>Chart of accounts.</b> Obtain a copy to assist in selection of accounts to review.				Read & Noted
8. <b>Reconciliation of the APR.</b> Obtain a copy (preferably an electronic copy) of the reconciliation of the APR to the financial records and most recently audited financial statements. If reconciliation has not occurred, this should be done as soon as possible. The reconciliation should cover all APRs with expenditures during the review period.				Read & Noted
9. <b>Trial Balance.</b> Obtain copies of the trial balances for years under review.				Read & Noted
<b>III. Review</b>				
A. Interview accounting personnel for a description of the overall accounting system transaction flow including data input, data processing, data output, and related internal controls.	24 CFR 85.20, & 85.21			Read & Noted



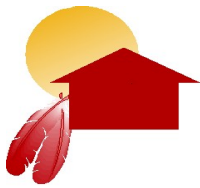
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B. Compare practices to policies and procedures. Document any discrepancies. Note whether the policies and procedures or the practices comply with the applicable requirements.				Procedures reflect a better system of control than the policies reflect. An update to the fiscal policies are scheduled in the near future.
C. <b>Reconcile the APR</b> - If not completed prior to the review, examine the reconciliation of the APR to the financial records and most recently audited financial statements. The reconciliation should cover all APRs with expenditures during the review period. The IHBG expenditures shown in the APR are cumulative, so annual expenditures in the audits and the financial reports will have to be totaled and compared to the APR amounts reported.				Read & Noted  2019 APR used
1. Review the latest APR to determine the total amount reported as expended.		See Attached		2019 APR submitted 3-24-20
2. Interview staff who prepared the APR and request copies of the financial reports used to develop the APR. Request that staff walk you through the APR preparation process.		See Attached		Reviewed Budget section of the 2019 APR with its support
3. Tie the amounts in the APR to the financial reports provided.				Correct data was used in the APR
4. Compare the total amounts from the audits to the amounts reported in the APR.		See Attached		Amounts match on the APR, SF425 & Audit SEFA



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5. Discuss discrepancies with staff and request that the discrepancies be resolved.				None found
6. If the APRs cannot be reasonably reconciled to the financial records and/or the Schedule of Expenditure of Federal Awards, this is a problem that should be corrected.	NAHASDA Section 405(b)(1)(B) 24 CFR 85.20			N/A – Reconciled successfully
<b>D. Transaction Testing:</b> Verify that grant expenditures were allowable, allocable, and reasonable, in accordance with 2 CFR Part 225 (formerly Circular A-87). The expenditures must meet the program eligibility requirements.	2 CFR Part 225			All transactions reviewed at the time of entry in the accounting system and no exceptions noted
1. Review the trial balances and charts of account to determine which accounts to test. When selecting accounts to review, consideration should be given to materiality, prior findings, and inherent risk areas such as:				Read & Noted
a. Travel				All accurate
b. Employee Morale				None
c. Gifts				None
d. Christmas parties				None
e. Food				None
f. Board of Commissioner/Tribal Council expenses				None
g. Consulting services		See Attached		\$2,210 was spent with Orca for

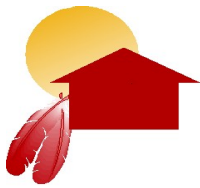


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				background checks
h. Stipends				None
i. Salaries (appropriate allocation to the program)				All based on hours worked
j. Misc.				None
2. For accounts selected for further review, obtain the detailed general ledger to select individual transactions.		See Attached		No indication additional review is needed, but I will review the Vehicle purchases due to amounts.
3. Transactions may be judgmentally selected based on:				N/A
a. High dollar amounts	Maybe just "Vehicle purchases"?			Vehicle purchase Invoices were
b. Review of the account names				N/A
c. Expenditure descriptions				N/A
d. Random sampling				N/A
4. Obtain source documentation for the transactions selected for testing. (Source documents include purchase orders, receiving reports, invoices, vouchers, etc.)		See Attached		Done
5. Review source documents for appropriate authorizations, amounts, and allocation. Invoices should be original, marked paid, and be coded with the grant being charged.				Reviewed source documentation and PO support. Vehicle purchases were approved in the 2019 IHP for 2 cars by HUD, and program confirmed the 2 additional vehicles only needed to be reflected in the



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				APR. GSA invoices were attached
6. Verify expenditures are allowable in accordance with 2 CFR Part 225 (A-87) and eligible in accordance with the program requirements.	2 CFR Part 225			Yes, this activity was prior-approved under the 2019 IHP
7. Note exceptions and obtain copies of documentation to support the review. The unsupported or unallowable amounts should be questioned in the report.				No exceptions noted
E. <b>Draw Downs and 425s-</b> Ensure that funds drawn from LOCCS are supported by adequate documentation, are expended within 3 days of deposit, and agree with the SF-425s. If 100% of the IHBG funds are invested, skip this step.	24 CFR 85.20			All done as reimbursement and all agree with their support from MIP accounting system records as attached
1. Interview employees to determine draw down practices and security procedures.				MIP report printed, LOCCS entry made for reimbursement amount, ARB created and posted, records scanned into grant file
2. Obtain the documentation used to support the selected draws.				Reviewed, and records are complete
3. Request an accounting system report that shows the date the funds were expended. If expenditures were made consistently or systematically late for a reasonable amount				Reimbursement method used, and no exceptions noted





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of time after the LOCCS draws, this problem should be corrected.				
4. Select a sample of SF-425s and compare amounts reported to financial records.				All reviewed and all match MIP accounting system
<b>IV. Summary</b>				-
Develop the monitoring report by summarizing the following: <ol style="list-style-type: none"> <li>1. Compliance with requirements</li> <li>2. Violations of the applicable statutes, regulations, or local laws and authorities</li> <li>3. Corrective actions that should be taken to address programmatic concerns</li> </ol>				Program and processes in compliance and no areas of weakness found.



<b>Reviewer Name:</b>	<i>Dr. Paul H.</i>
<b>Review Date(s):</b>	12/15/2020
<b>Supervisor Name:</b>	<i>Carey Thurston</i>



Grant Number: **55-IT-53-13870**  
 Report: **IHP Report for 2019**

OMB CONTROL NUMBER: 2577-0218  
 EXPIRATION DATE: 07/31/2019

**Cover Page**

**Grant Information:**

Grant Number	55-IT-53-13870
Recipient Program Year	01/01/2019-12/31/2019
Federal Fiscal Year	2019
Initial Indian Housing Plan (IHP):	Yes
Amended Plan	
Annual Performance Report (APR):	
Amended Plan	
Tribe:	Yes
TDHE:	

**Recipient Information:**

Name of the Recipient	Samish Indian Nation
Contact Person	Wooten, Thomas
Telephone Number with Area Code	360-293-6404
Mailing Address	PO Box 217
City	Anacortes
State	WA
Zip	98221-0217
Fax Number with Area Code	360-293-0790
Email Address	tomwooten@samishtribe.nsn.us
Tribes:	

**TDHE/Tribe Information:**

Tax Identification Number	910931896
DUNS Number	091741637
CCR/SAM Expiration Date	06/27/2019

**Planned Grant-Based Budget for Eligible Programs:**

IHBG Fiscal Year Formula Amount	\$645,878.00
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**Housing Needs**

Type of Need (A)	Low-Income Indian Families (B)	All Indian Families (C)
Overcrowded Households	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Renters Who Wish to Become Owners	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Substandard Units Needing Rehabilitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Homeless Households	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Households Needing Affordable Rental Units	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
College Student Housing	<input type="checkbox"/>	<input type="checkbox"/>
Disabled Households Needing Accessibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Units Needing Energy Efficiency Upgrades	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure to Support Housing	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify below)	<input type="checkbox"/>	<input type="checkbox"/>

Planned Program Benefits

Our program and activities address the needs of low income Native families by offering safe and affordable housing through our Tenant Based Rental Assistance (TBRA) Programs, Homelessness Prevention, Emergency Housing, housing searches, financial management, landlord/tenant education and other supportive services that will help Native families obtain skills that will support their ability to retain long term permanent housing. Through our TBRA program, forty (40) Native families will be provided with long term assistance and fifty (50) will be supported through our Homelessness Prevention and/or Emergency Housing assistance program. In early 2019, Samish Indian Nation will complete its work with our Rental Design team, and start constructing up to twenty (20) units of rental housing, in which ten (10) of those units will be designated as affordable permanent housing for our low-income households. The other 10 will be designated for over-income households, financed with Non-Indian Housing Block Grant (IHBG) funding. The land is located at 2109 34th Street, Anacortes, Washington 98221. A Community Center will be constructed to be used by residents of our affordable permanent housing, in addition to families participating in our TBRA and Homelessness/Rapid Rehousing programs. We will introduce a new program ¿Community Awareness Health and Safety¿, designed to provide home safety demonstrations, home ownership education, home maintenance skills, educational training, and financial literature to residents in our affordable permanent housing, in addition to families participating in our TBRA and Homelessness/Rapid Rehousing programs. Activities offered will include assistance preparing a housing search plan and list of local landlords. For those clients that demonstrate that they need more assistance and support to find housing, the supportive service will be provided to meet the level of need. Evaluate the household¿s current resources, problem-solving abilities, and financial life skills, then provide the appropriate amount of assistance to ensure the greatest chance of successful transition to independence after program exit. When assistance ends, participants should have developed a natural support system, if possible, that will allow them to address obstacles that might later arise with employments, childcare, transportation or financial management. Participants will also need to know how to navigate multiple systems, so ¿other housing services¿ should consist of arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability. Rather than simply making referrals to programs, there will be times that we will need to walk participants through how to access services on their own and ensure that participants have the skills to access services in the future independently. Connections to Mainstream Resources ¿ that are appropriate to addressing barriers to housing retention. Our clients reside in scattered site-housing throughout ten (10) Counties in Western Washington ¿ Clallam, Island, Jefferson, King, Kitsap, Pierce, San Juan, Skagit, Snohomish and Whatcom. Many of our housing clients live in rural areas and do not have access to public transportation. Because of this, our housing staff make home visits to review housing stability plans, transport clients to medical appointments, work source and other necessary appointments to ensure families will become self-sufficient. **In 2019, we plan on purchasing two (2) vehicles that will allow our staff to continue this essential work.**

Geographic Distribution

Assistance is distributed in a variety of ways for us to meet the needs and diversity of our families. Information is available through our tribal newsletter and webpage. We send information to our families through mailings on a quarterly basis. Our newsletter is mailed to all Samish households regardless of where they live, and our webpage is available to anyone with access to the internet. For our Native Elders, developing community relationships with agencies that have Tribal Outreach and Assistance has been and continues to be critical in providing information and assistance to this population. This one on one approach has been effective in helping our elders understand the services we provide and how such services can be effective for them. We provide services in ten (10) counties throughout Western Washington Clallam, Island, King, Kitsap, Pierce, San Juan, Skagit, Snohomish and Whatcom. We have developed partnerships within our 10-county service area, explaining who we serve and how to contact us for information regarding the various housing services offered. We are also a part of Skagit County¿s Coordinated Entry System- a system designed for all populations that aligns the Single Adult, Family, and Youth into a seamless, collaborative, county-wide platform for housing and service delivery to homeless households. Our focus is on Native households. The main objectives of this system are to: ¿ Reduce the length of time a family is homeless and permanently house them as quickly as possible, using Rapid Rehousing and linkages to supportive services. ¿ Build upon existing community-based infrastructures to serve homeless families, leverage resources, and provide more targeted and cost-effective interventions.

Programs

2019-0004 : Construction of Rental Housing

Program Name:	Construction of Rental Housing
Unique Identifier:	2019-0004
Program Description (continued)	Samish Indian Nation will build up to twenty (20) units of rental housing of which 10 units will be designated as affordable permanent housing for our low-income households and a Community Center that

will be used by residents of our affordable permanent housing, in addition to families participating in our TBRA and Homelessness/Rapid Rehousing programs. Up to ten (10) of the units and fifty-percent (50%) of the cost associated with the community center and related infrastructure will be designated for low-income households using IHBG funding. Up to ten (10) of the units and fifty-percent (50%) of the cost associated with the community center and related infrastructure will be designated for over-income households financed with non-IHBG funding. The land is located at 2109 34th Street, Washington 98221.

Eligible Activity Number	(4) Construction of Rental Housing [202(2)]						
Intended Outcome Number	(7) Create new affordable rental units						
APR: Actual Outcome Number	This information is only completed for an APR.						
Who Will Be Assisted	Low-Income Native American Families with a preference for Samish tribal Elders and members with a permanent or total disability.						
Types and Level of Assistance	Permanent Supportive Housing to families that meet program eligibility criteria. The project will provide up to 20 rental units - in which 10 will be assisted with NAHASDA funds. Each unit will have two bedrooms, one and one-half bathrooms with a combination of ADA accessible bedrooms. A Community Center will be located on the property, allowing housing staff to conduct community gatherings, annual events in the community, safety demonstrations, home maintenance and education training provided in a classroom setting. Low income families will pay between 10% - 30% of their adjusted gross income toward monthly rent. This percentage amount will be determined by Council Resolution on an annual basis.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td>Number of Units to be Completed in Year</td> <td>10</td> <td>This information is only completed for an APR.</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Units to be Completed in Year	10	This information is only completed for an APR.
	Planned	APR - Actual					
Number of Units to be Completed in Year	10	This information is only completed for an APR.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

The Uses of Funding table information can be entered here for each individual program or can be entered for all programs within Section 5(b): Uses of Funding. Changes to data on either page location will update in both Section 3: Program Descriptions and Section 5(b): Uses of Funding accordingly.

Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
\$2,279,417.05	\$0.00	\$2,279,417.05

**2019-0013 : Down Payment - Closing Cost**

Program Name:	Down Payment - Closing Cost						
Unique Identifier:	2019-0013						
Program Description (continued)	This program is designed to provide expanded home ownership opportunities for Low Income Native American Families, by providing first time home buyers, with a grant for down payment and closing cost.						
Eligible Activity Number	(13) Down Payment/Closing Cost Assistance [202(2)]						
Intended Outcome Number	(2) Assist renters to become homeowners						
APR: Actual Outcome Number	This information is only completed for an APR.						
Who Will Be Assisted	Low Income Native American Families						
Types and Level of Assistance	Samish Tribal Members will receive a onetime grant up to \$10,000 pro-rated based on income.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td>Number of Units to be Completed in Year</td> <td>3</td> <td>This information is only completed for an APR.</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Units to be Completed in Year	3	This information is only completed for an APR.
	Planned	APR - Actual					
Number of Units to be Completed in Year	3	This information is only completed for an APR.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

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Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
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\$30,924.13	\$0.00	\$30,924.13
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**2019-0017 : Tenant Based Rental Assistance**

Program Name:	Tenant Based Rental Assistance						
Unique Identifier:	2019-0017						
Program Description (continued)	This program is designed to provide rental assistance to Samish members and enrolled members of Federally recognized Indian tribes living in the Samish Tribes 10 county service area. The purpose of the program is to ensure that low income Native families have the opportunity for and access to housing and that they can develop and/or increase their economic skills that will demonstrate their ability to maintain stable permanent housing once rental assistance ends. Families will be assigned to a Case Manager that will link them to supportive services that enable participants to increase earned income, reduce or eliminate the need for welfare assistance, and make progress toward achieving economic independence and housing self-sufficiency.						
Eligible Activity Number	(17) Tenant Based Rental Assistance [202(3)]						
Intended Outcome Number	(6) Assist affordable housing for low income households						
APR: Actual Outcome Number	This information is only completed for an APR.						
Who Will Be Assisted	Samish members and enrolled members of Federally recognized Indian Tribes living in the Samish Tribes 10-county service area.						
Types and Level of Assistance	Eligible low-income households will receive rental assistance to pay rent in private market rental units. Low Income Households will pay between 10% and 30% of their adjusted gross income toward their rent. (The percent paid toward rent is determined by Tribal Council Resolution). The Samish Housing Department pays the additional cost of the families rent up to the Fair Market Rent.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td>Number of Households to be served in Year</td> <td>43</td> <td>This information is only completed for an APR.</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Households to be served in Year	43	This information is only completed for an APR.
	Planned	APR - Actual					
Number of Households to be served in Year	43	This information is only completed for an APR.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

The Uses of Funding table information can be entered here for each individual program or can be entered for all programs within Section 5(b): Uses of Funding. Changes to data on either page location will update in both Section 3: Program Descriptions and Section 5(b): Uses of Funding accordingly.

Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
\$495,843.63	\$0.00	\$495,843.63

**2019-0018 : Housing and Support Services**

Program Name:	Housing and Support Services
Unique Identifier:	2019-0018
Program Description (continued)	The intent of this program is to work with Native families to understand their unique needs, tailoring our services to move them toward independence and self-sufficiency. Information and resources on budgets, credit repair, basic home housekeeping, how to maintain a rental unit, Landlord/Tenant rights and other information, is just an example of the resources we will provide to families enrolled in our services. To prevent households from becoming homeless by offering short term rental assistance to defray rent and utility bills. For tribal households who are currently homeless to establish stable housing, emergency shelter will be offered for up to four (4) weeks. Emergency assistance will also be used to relocate families when it has been determined that current living situations are not decent, safe or sanitary. We will introduce a new program Community Awareness Health and Safety, designed to provide home safety demonstrations, home ownership education, home maintenance skills, educational training, and financial literature to residents in our affordable permanent housing, in addition to families participating in our TBRA and Homelessness/Rapid Rehousing programs. Our clients reside in scattered site-housing throughout ten (10) Counties in Western Washington - Clallam, Island, Jefferson, King, Kitsap, Pierce, San Juan, Skagit, Snohomish and Whatcom. Many of our housing clients live in rural areas and do not have access to public transportation. Because of this, our housing staff make home visits to review housing stability plans, transport clients to medical appointments, work source and other necessary appointments to ensure families will become self-sufficient. In 2019, we plan on purchasing two (2) vehicles that will allow our staff to continue this essential work.

Eligible Activity Number	(18) Other Housing Service [202(3)]						
Intended Outcome Number	(12) Other-must provide description in the box below If Other: Families will learn how to identify, obtain and/or maintain access to community resources. They will learn how to understand, create and use a monthly budget and apply those skills to track their spending habits, cut spending and set financial goals. Families will set long term financial goals and take steps to clear up their credit report, if necessary. Families will be provided with home safety demonstrations, home ownership education, home maintenance skills, educational training and financial literature through classroom settings and brochures.						
APR: Actual Outcome Number	This information is only completed for an APR.						
Who Will Be Assisted	Samish and other Native families. Households with or without children who are living temporarily with friends, relatives or households who are facing eviction within 14 days. Households that are forced to live in a place not meant for human habitation. Having no primary nighttime residence. People who are fleeing or attempting to flee a domestic violence situation.						
Types and Level of Assistance	Assistance preparing a housing search plan and list of local landlords. For those clients that demonstrate that they need more assistance and support to find housing, the supportive service will be provided to meet the level of need. Evaluate the household's current resources, problem-solving abilities, and financial life skills, then provide the appropriate amount of assistance to ensure the greatest chance of successful transition to independence after program exit. When assistance ends, participants should have developed a natural support system, if possible, that will allow them to address obstacles that might later arise with employments, childcare, transportation or financial management. Participants will also need to know how to navigate multiple systems, so other housing services should consist of arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability. Rather than simply making referrals to programs, there will be times that we will need to walk participants through how to access services on their own and ensure that any issues with access are resolved before exit. Connections to Mainstream Resources that are appropriate to addressing barriers to housing retention. We will also provide resources and information through our newsletter, webpage and mailings on budgeting, credit repair and debt management. We will also provide information on basic home repair, weatherization and home safety tips. This information will be available to all our Samish members and to other Native families that have access to the internet. Homelessness Prevention - short term rental assistance to defray rent and utility bills. Emergency Assistance - to establish stable housing, emergency shelter will be offered for up to four (4) weeks. Emergency assistance will also be used to relocate families when it has been determined that current living situations are not decent, safe or sanitary.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td>Number of Households to be served in Year</td> <td>75</td> <td>This information is only completed for an APR.</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Households to be served in Year	75	This information is only completed for an APR.
	Planned	APR - Actual					
Number of Households to be served in Year	75	This information is only completed for an APR.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

The Uses of Funding table information can be entered here for each individual program or can be entered for all programs within Section 5(b): Uses of Funding. Changes to data on either page location will update in both Section 3: Program Descriptions and Section 5(b): Uses of Funding accordingly.

Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
\$232,166.21		\$232,166.21

**2019-0019 : Housing Management**

Program Name:	Housing Management
Unique Identifier:	2019-0019
Program Description (continued)	The provision of management services for affordable housing, including preparation of work specifications, the cost of operation and maintenance of units developed with funds provided under Native America Housing and Self-Determination Act (NAHASDA) and management of affordable housing projects.
Eligible Activity Number	(19) Housing Management Services [202(4)]
Intended Outcome Number	(6) Assist affordable housing for low income households
APR: Actual Outcome Number	This information is only completed for an APR.
Who Will Be Assisted	Samish Tribal members and enrolled members of Federally Recognized Indian Tribes that meet income eligibility requirements

	and live in Samish Tribes 10-County service area.						
Types and Level of Assistance	(1) Preparation of work specifications for affordable housing; (2) Loan processing for affordable housing; (3) Inspections for affordable housing; (4) Tenant selection for affordable housing; (5) Management of tenant-based and project-based rental assistance; (6) Mediation programs for landlord-tenant disputes for affordable housing; (7) Hiring of grants writers for affordable housing applications; (8) Operating assistance for NAHASDA-assisted units to include maintenance and utilities.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td>Number of Households to be served in Year</td> <td>75</td> <td>This information is only completed for an APR.</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Households to be served in Year	75	This information is only completed for an APR.
	Planned	APR - Actual					
Number of Households to be served in Year	75	This information is only completed for an APR.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

The Uses of Funding table information can be entered here for each individual program or can be entered for all programs within Section 5(b): Uses of Funding. Changes to data on either page location will update in both Section 3: Program Descriptions and Section 5(b): Uses of Funding accordingly.

Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
\$77,064.47		\$77,064.47

**2019-0021 : Community Center**

Program Name:	Community Center						
Unique Identifier:	2019-0021						
Program Description (continued)	The Community Center will be a place for all residents to gather for celebrations, community awareness, cultural events, and other activities for families that live in our affordable housing units. Some of the activities will focus on isolation prevention (for our elders) and as a place of relief in instances of community tragedies. Staff will provide outreach to residents through participation in annual events in the community. Safety demonstrations, home maintenance and education training will be provided in a class room setting. All services offered at the Community Center will be available to all clients participating in our housing programs.						
Eligible Activity Number	(22) Model Activities [202(6)]						
Intended Outcome Number	(12) Other-must provide description in the box below If Other: The Community Center will be used by residents of our permanent affordable housing project, and clients that participate in our TBRA and Homelessness Prevention/Rapid Rehousing Program.						
APR: Actual Outcome Number	This information is only completed for an APR.						
Who Will Be Assisted	Low Income Native American Families						
Types and Level of Assistance	Home safety demonstrations, home ownership education, home maintenance skills, educational training and financial literature. The Community Center is a new construction. The footprint for the building is approximately 800-1000 Sq. ft. The total floor area may be up to 2000 Sq. Ft. The main floor will be opened, with a kitchen area and two bathrooms. The upstairs will be a one bedroom unit for the Resident Manager, who will live on site. Outside there will be a play ground and a fire pit.						
APR : Describe Accomplishments	This information is only completed for an APR.						
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th></th> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>The output measure being collected for this eligible activity is dollars. The dollar amount should be included as an other fund amount listed in the Uses of Funding table.</td> </tr> </tbody> </table>		Planned	APR - Actual			The output measure being collected for this eligible activity is dollars. The dollar amount should be included as an other fund amount listed in the Uses of Funding table.
	Planned	APR - Actual					
		The output measure being collected for this eligible activity is dollars. The dollar amount should be included as an other fund amount listed in the Uses of Funding table.					
APR: If the program is behind schedule, explain why	This information is only completed for an APR.						

**Uses of Funding:**

The Uses of Funding table information can be entered here for each individual program or can be entered for all programs within Section 5(b): Uses of Funding. Changes to data on either page location will update in both Section 3: Program Descriptions and Section 5(b): Uses of Funding accordingly.

Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
\$153,867.58		\$153,867.58



Maintaining 1937 Act Units	Does not apply
Demolition and Disposition	Does not apply

**Budget Information**

Sources of Funding

Funding Source	Amount on hand at beginning of program year (A)	Amount to be received during 12-month program year (B)	Total sources of funds (C=A+B)	Funds to be expended during 12-month program year (D)	Unexpended funds remaining at end of program year (E=C-D)
<b>IHBG Funds:</b>	\$2,776,814.84	\$645,878.01	<b>\$3,422,692.85</b>	\$3,422,692.85	<b>(\$0.00)</b>
IHBG Program Income:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Title VI:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Title VI Program Income:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
1937 Act Operating Reserves:	\$0.00		<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Carry Over 1937 Act Funds:	\$0.00		<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
<b>LEVERAGED FUNDS</b>					
ICDBG Funds:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Other Federal Funds:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
LIHTC:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
Non-Federal Funds:	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>
<b>Total:</b>	<b>\$2,776,814.84</b>	<b>\$645,878.01</b>	<b>\$3,422,692.85</b>	<b>\$3,422,692.85</b>	<b>(\$0.00)</b>

Uses of Funding

Program Name	Unique Identifier	Prior and current year IHBG (only) funds to be expended in 12-month program year (L)	Total all other funds to be expended in 12-month program year (M)	Total funds to be expended in 12-month program year (N=L+M)
Construction of Rental Housing	2019-0004	\$2,279,417.05	\$0.00	\$2,279,417.05
Down Payment - Closing Cost	2019-0013	\$30,924.13	\$0.00	\$30,924.13
Tenant Based Rental Assistance	2019-0017	\$495,843.63	\$0.00	\$495,843.63
Housing and Support Services	2019-0018	\$232,166.21		\$232,166.21
Housing Management	2019-0019	\$77,064.47		\$77,064.47
Community Center	2019-0021	\$153,867.58		\$153,867.58
Planning and Administration		\$153,327.43	\$0.00	\$153,327.43
Loan Repayment (describe in 3 & 4 below)		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>\$3,422,610.50</b>	<b>\$0.00</b>	<b>\$3,422,610.50</b>

APR	Does not apply
APR	The answer to this question is only requested for an APR.

**Other Submission Items**

Useful Life/Affordability Period(s)	Indian Housing Block Grant (IHBG) Funds Invested Affordability Period Under \$5,000 6 Months \$5,000 - \$15,000 5 Years \$15,001 - \$40,000 10 Years Over \$40,000 15 Years New construction or acquisition of newly constructed house 20 years.
Model Housing and Over-Income Activities	Samish Indian Nation will build a Community Center, which will be used by residents of our permanent affordable housing project, and clients that participate in our TBRA and Homelessness Prevention/Rapid Rehousing Program. The Community Center will be 800-1000 square feet, with a total floor area up to 2000 square feet. The bottom floor of the Center will be an open area, with a kitchen and bathroom. The upstairs will be a one bedroom unit which will be occupied by our on-site Resident Manager. The grounds on the outside will have a common area for residents, a playground and a fire pit.
Tribal and Other Indian Preference	YES

Does the tribe have a preference policy?	Samish Tribal Members will have first preference for all services offered through our Housing Department. However, if funds allow, we will provide services to other Native Households that are enrolled in a Federal recognized Indian Plan.										
Anticipated Planning and Administration Expenses Do you intend to exceed your allowable spending cap for Planning and Administration?	NO										
Actual Planning and Administration Expenses Did you exceed your allowable spending cap for Planning and Administration?	The answer to this question is only requested for an APR.										
Does the tribe have an expanded formula area?:	NO										
Total Expenditures on Affordable Housing Activities:	<table border="1"> <thead> <tr> <th></th> <th>All AIAN Households</th> <th>AIAN Households with Incomes 80% or Less of Median Income</th> </tr> </thead> <tbody> <tr> <td>IHBG Funds</td> <td>\$0.00</td> <td>\$0.00</td> </tr> <tr> <td>Funds from Other Sources</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table>			All AIAN Households	AIAN Households with Incomes 80% or Less of Median Income	IHBG Funds	\$0.00	\$0.00	Funds from Other Sources	\$0.00	\$0.00
	All AIAN Households	AIAN Households with Incomes 80% or Less of Median Income									
IHBG Funds	\$0.00	\$0.00									
Funds from Other Sources	\$0.00	\$0.00									
For each separate formula area, list the expended amount	The answer to this question is only requested for an APR.										

**Indian Housing Plan Certification Of Compliance**

In accordance with applicable statutes, the recipient certifies that it will comply with Title II of the Civil Rights Act of 1968, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and other federal statutes, to the extent that they apply to tribes and TDHEs, see 24 CFR 1000.12.	YES
In accordance with 24 CFR 1000.328, the recipient receiving less than \$200,000 under FCAS certifies that there are households within its jurisdiction at or below 80 percent of median income.	Not Applicable
The recipient will maintain adequate insurance coverage for housing units that are owned and operated or assisted with grant amounts provided under NAHASDA, in compliance with such requirements as may be established by HUD:	YES
Policies are in effect and are available for review by HUD and the public governing the eligibility, admission, and occupancy of families for housing assisted with grant amounts provided under NAHASDA:	YES
Policies are in effect and are available for review by HUD and the public governing rents charged, including the methods by which such rents or homebuyer payments are determined, for housing assisted with grant amounts provided under NAHASDA:	YES
Policies are in effect and are available for review by HUD and the public governing the management and maintenance of housing assisted with grant amounts provided under NAHASDA:	YES

**Tribal Wage Rate Certification**

1. You will use tribally determined wage rates when required for IHBG-assisted construction or maintenance activities. The Tribe has appropriate laws and regulations in place in order for it to determine and distribute prevailing wages.	YES
2. You will use Davis-Bacon or HUD determined wage rates when required for IHBG-assisted construction or maintenance activities.	
3. You will use Davis-Bacon and/or HUD determined wage rates when required for IHBG-assisted construction except for the activities described below.	
4. List the activities using tribally determined wage rates:	

**SAMISH INDIAN NATION**

Expanded General Ledger - JENNA & ANGIE GL DETAIL - Unposted Transactions Included In Report  
From 1/1/2019 Through 12/31/2019

Document Number	Grant Code	GL Code	Effective ...	ID	Document Description	Debit	Credit
	41005	8670			Opening Balance	0.00	
16600 B	41005	8670	4/30/2019	ORCA INFORMATION HUD	Inv 16600 Background Checks	50.00	
20001	41005	8670	12/21/2019	ORCA INFORMATION HUD	PO-114656 Background Checks	200.00	
20001	41005	8670	12/31/2019	ORCA INFORMATION HUD	PO-114656 Background Checks	50.00	
AP-13613	41005	8670	3/31/2019	ORCA INFORMATION HUD	Inv 16169 Background Checks	300.00	
AP-19056	41005	8670	11/30/2019	ORCA INFORMATION HUD	INV 19638 Background Checks	200.00	
PO-112726	41005	8670	1/31/2019	ORCA INFORMATION HUD	Inv#15347 Background Check - Down ...	48.00	
PO-112880	41005	8670	2/28/2019	ORCA INFORMATION HUD	Inv#15777 Background Checks	50.00	
PO-113429	41005	8670	5/31/2019	ORCA INFORMATION HUD	Inv 17058 Background Checks	150.00	
PO-113646	41005	8670	6/30/2019	ORCA INFORMATION HUD	Background Checks	100.00	
PO-113646	41005	8670	6/30/2019	ORCA INFORMATION HUD	Background Checks	60.00	
PO-114148	41005	8670	9/30/2019	ORCA INFORMATION HUD	Inv 18376 and Inv 18809 Background ...	700.00	
PO-114149	41005	8670	9/30/2019	ORCA INFORMATION HUD	Inv 17934 Background Checks	100.00	
					Transaction Total	<u>2,008.00</u>	<u>0.00</u>
Report Opening/Current Balance						0.00	0.00
Report Transaction Totals						<u>2,008.00</u>	<u>0.00</u>
Report Current Balances						<u>2,008.00</u>	<u>0.00</u>
Report Difference						<u>2,008.00</u>	

**SAMISH INDIAN NATION**

Expanded General Ledger - JENNA & ANGIE GL DETAIL - Unposted Transactions Included In Report  
From 1/1/2019 Through 12/31/2019

Document Number	Grant Code	GL Code	Effective ...	ID	Document Description	Debit	Credit
	41005	6860			Opening Balance	0.00	
AP-19221	41005	6860	12/19/2019	HB 5600	Title and License- Emergency Kits and...	71.88	
AP-19221	41005	6860	12/19/2019	HB 5600	Title and License- Emergency Kits and...	19.51	
AP-19221	41005	6860	12/19/2019	HB 5600	Title and License- Emergency Kits and...	63.50	
AP-19221	41005	6860	12/19/2019	HB 5600	Title and License- Emergency Kits and...	430.79	
PN003172	41005	6860	7/15/2019	GENERAL SERVICES ADM	Acct Code C-140500 DOI BIA-A96AV0...	77,265.00	
PN003384	41005	6860	12/16/2019	GENERAL SERVICES ADM	Acct Code C -140500 DOI BIA A96AV...	26,010.00	
					Transaction Total	<u>103,860.68</u>	<u>0.00</u>
		Balance...				<u>103,860.68</u>	
Report Opening/Current Balance						0.00	0.00
Report Transaction Totals						<u>103,860.68</u>	<u>0.00</u>
Report Current Balances						<u>103,860.68</u>	<u>0.00</u>
Report Difference						<u>103,860.68</u>	