

# **BECENTI CHAPTER**

**Tloo'di'tsin (Barren of the trees) / Jadi'hadi'iih (Antelope lookout)**



## **HOUSING DISCRETIONARY FUND ASSISTANCE POLICY AND PROCEDURES**

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**BECENTI CHAPTER**  
**HOUSING DISCRETIONARY FUND ASSISTANCE POLICY AND PROCEDURE**  
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*The Navajo Nation Becenti Chapter*  
*Too'di'tsin (Barren of the trees) .Jadi'hadit'iih (Antelope lookout)*



Jonathan Perry    Marjorie Lantana    Arlene A. Arthur    Mikelle Lantana    Mark Freeland    VACANT    VACANT  
PRESIDENT    VICE-PRESIDENT    SECRETARY/TREASURER    LAND BOARD    COUNCIL DELEGATE    CHAPTER CSC    CHAPTER AMS  
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**Resolution of Becenti Chapter**  
BCAUG-21-105

RESOLUTION APPROVING THE BECENTI CHAPTER HOUSING DISCRETIONARY FUND ASSISTANCE POLICY AND PROCEDURES.

**WHEREAS:**

1. Pursuant to Navajo Nation Council Resolution CJY-20-55, the Becenti Chapter is a certified chapter of the Navajo Nation Government and is vested with certain authorities to address and resolve local matters in the best interest of the community members, and coordinate with or refer appropriate subject matters to the Navajo Nation, McKinley County, State of New Mexico, and the US Federal Governments; and
2. Pursuant to Navajo Nation Council Resolution CAP-34-98 Local Governance Act "LGA", allows chapter governments to make decisions over local matters, this authority in the long run, will improve community decision making, allow communities to excel and flourish, enable Navajo leaders to lead towards a prosperous future, and improve the strength and sovereignty of the Navajo Nation; and
3. Pursuant with LGA Title 26 NNC Section 101 A. To ensure accountability, all chapters are required to adopt and operate under a Five Management System (FMS). Chapters shall develop policies and procedures for the FMS consistent with applicable Navajo Nation Law; and
4. The purpose of the Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures is to provide guidance in administering Navajo Nation Housing Discretionary Funds. The funds are to provide eligible Navajos with partial expenses for housing assistance – minor repairs, major repairs, renovations, electrical wiring, plumbing, and pre-construction or new construction costs. Assistance will depend on availability of funds; and
5. Becenti Chapter held three (4) public work sessions to allow the public to participate in updating and having discussions on the policy and procedures, and to allow for opportunity to share concerns and ideas on the document before going forward; and
6. Becenti Chapter conducted to the mandatory thirty (30) day comment period, from June 2, 2021 to July 2, 2021, in which the chapter advertised publicly via radio, chapter website, meeting agenda announcements, and flyers that informed the community they have the opportunity to review and make recommendations on the Becenti Chapter

- Housing Discretionary Fund Assistance Policy and Procedures, but no public comments were received; and
7. The Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures were read into record, the document entirely, during the special duly called chapter meeting that was held on September 6, 2021.

**NOW, THEREFORE, LET IT BE RESOLVED THAT:**

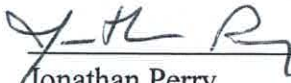
1. The Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures, attached hereto as "Exhibit A", is hereby officially approved for implementation beginning on October 1, 2021.

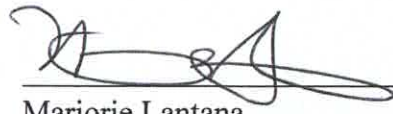
**CERTIFICATION**

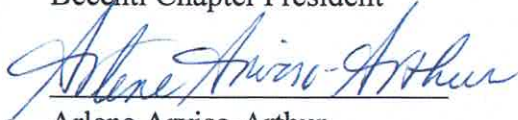
WE HEREBY CERTIFY, that this foregoing resolution was duly considered by the Becenti Chapter at a duly called chapter meeting at Becenti Chapter, at which a legal quorum was present and the same was passed by a vote of 5 in favor, 0 in opposition, and 0 abstaining on this 6<sup>th</sup> day of September 2021.

Motion: Arlene Arviso-Arthur

Second: James Wolff

  
\_\_\_\_\_  
Jonathan Perry,  
Becenti Chapter President

  
\_\_\_\_\_  
Marjorie Lantana,  
Becenti Chapter Vice-President

  
\_\_\_\_\_  
Arlene Arviso-Arthur  
Becenti Chapter Secretary/Treasurer

  
\_\_\_\_\_  
Mark Freeland,  
Navajo Nation Council Delegate

## BECENTI CHAPTER

### Housing Discretionary Fund Assistance Policy and Procedures

#### I. Purpose

The purpose of the Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures is to provide guidance in administering Navajo Nation Housing Discretionary Funds. The funds are to provide eligible Navajos with partial expenses for housing assistance – minor repairs, major repairs, renovations, electrical wiring, plumbing, and pre-construction or new construction costs. Assistance will depend on availability of funds.

#### II. Authorization

The Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures were approved at a duly called regular chapter meeting, and Becenti Chapter Resolution: BCAUG-12-105 authorizes the implementation of this document.

#### III. Definitions

- A. Chapter Administration – employees of the chapter which includes, but not limited to the Chapter Community Services Coordinator and Accounts Maintenance Specialist.
- B. Disability – an individual with a disability is defined by the American Disability Association “ADA” is a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by other as having an impairment.
- C. House – framed construction (conventional, prefab, modular, steel, etc.), block and brick construction, log construction, hogan construction (log or frame), adobe construction (traditional adobe stabilized or semi-stabilized, compressed adobe bricks, adobe as a filler material, rammed earth, etc.), solar energy construction (passive, active, and appropriated technology).
- D. Income – (1) monetary compensation for services, including wages, salary, commissions, or fees; (2) net income from nonfarm self-employment; (3) net income from farm self-employment; (4) social security; (5) dividends or interest on savings or bonds or income from estates or trusts; (6) net rental income; (7) public assistance or welfare payments; (8) unemployment compensation; (9) government civilian employee or military retirement, or pensions or veterans payments; (10) private pensions or annuities; (11) alimony or child support payments; (12) regular contributions from persons not living in the household; (13) net royalties; and (14) other cash income.

IV. Types of Assistance

Becenti Chapter does not have the resources to provide full assistance for repairs and new construction of a house. However, Becenti Chapter can provide partial assistance according to the availability of funds, total points based on the Chapter Ranking System (Exhibit A) and categories below:

Category A (Minor Repair): Minor repairs and maintenance type work for occupied existing homes.

Category B (Major Repair): Major repairs of occupied existing houses to bring the structure up to a safe and livable condition, which may include electrical and/or plumbing. It may also include room addition(s) to provide adequate living space or bathroom.

Category C (Start up for New House): Cost for home site/residential lease survey, archeological survey, environmental/biological clearance. No construction.

Category D (New Construction: Partial funding towards construction of a new house.

V. Procedures for Administration

- A. All requests shall be duly approved by the chapter membership officially by a Chapter Resolution.
- B. The Chapter Administration shall ensure proper fiscal management and record keeping.
- C. Prior to commencing any work, the Chapter Administration shall prepare a Statement of Work form to be undertaken, which lists the construction expenditures and a brief description of the construction plan.
- D. Upon completion of the project, the Chapter Administration shall prepare a Closing Report.

VI. Eligibility

To be eligible to receive Becenti Chapter Housing Discretionary Fund Assistance, an applicant must be:

- A. An enrolled member of the Navajo Nation with a Census Number.
- B. A registered voter of Becenti Chapter for at least one year.
- C. Able to prove the house needs repair, renovation, improvement or the applicant is actively seeking construction of a house.
- D. Must be eligible pursuant to the income criteria of the Chapter Ranking System.
- E. An applicant will only be eligible for a one-time assistance per fiscal year (October 1 - September 30).

VII. Procedures for Applicant

- A. Application (all documents must be submitted ten (10) work days before the Chapter Planning Meeting). The applicant must submit the following documents:

1. A completed checklist of required documents (Exhibit B).
  2. A completed Becenti Chapter Housing Discretionary Fund Assistance Application (Exhibit B).
  3. Verification of Gross Income to include check stubs, SSI statements, etc.
  4. For Category D and on Navajo Nation trust land or allotment lands – Navajo Home Site Lease or Residential Lease.
  5. A copy of each household member’s social security card.
  6. A copy of the Applicant’s Certificate of Indian Blood “CIB”.
  7. A list of materials and three (3) quotes. For Category C – three (3) quotes.
- B. Selection and Approval:
1. The Chapter Administration shall evaluate and rank the Becenti Chapter Housing Discretionary Fund Assistance Applications.
  2. The Chapter Administration shall develop and utilize the Chapter Ranking System (Exhibit A).
  3. The Chapter Administration will evaluate each application packet before the Planning Meeting and forward those who meet the eligibility criteria to Chapter Planning Meeting to be included on the Regular Chapter Meeting agenda for consideration. The Applicant will be required to attend the Regular Chapter Meeting to support their request for Chapter Housing Discretionary Fund Assistance.
  4. The Chapter membership shall vote on the Chapter Housing Discretionary Fund Assistance request by Chapter Resolution.
- C. Ineligibility:
- Applicants not considered for approval shall be notified by a written documentation clearly stating the reason(s) for the ineligibility status from the Chapter Administration within ten (10) working days.
- D. Monitoring:
1. The Chapter Administration shall maintain monitoring responsibility for the Chapter Housing Discretionary Fund Assistance.
- E. Records:
- All documents maintained by the Chapter Administration will be secured pursuant to the Becenti Chapter Five Management System.

## VIII. Amendment

The Becenti Chapter Officials shall review the Becenti Chapter Housing Discretionary Fund Assistance Policy and Procedures on an annual basis and recommend any amendment(s) to the Becenti Chapter membership for official approval.



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**BECENTI CHAPTER**  
Housing Discretionary Application Packet

**Name of Applicant:**

All required information must be completed and returned to chapter administration before the Chapter Planning Meeting.

- \_\_\_\_\_ 1. Housing Application (Required)
- \_\_\_\_\_ 2. Income Verification Statement (most recent)
- \_\_\_\_\_ 3. Evidence of Land Ownership/Homeownership (Required)
- \_\_\_\_\_ 4. Authorization for Release of Information
- \_\_\_\_\_ 5. Map to Property/Certification Sheet must be signed
- \_\_\_\_\_ 6. Social Security Card for each household member (ask if on file)
- \_\_\_\_\_ 7. Certificate of Indian Blood “CIB” for each household member (ask if on file)
- \_\_\_\_\_ 8. Referral from Physicians, Social Worker, Community Health Representative, or other entity (if applicable)

Type of home improvement assistance being requested:

- \_\_\_\_\_ 1. Minor Repairs: Interior Walls/Window/Door/Floor Tile/Cabinets/Plumbing/etc.
- \_\_\_\_\_ 2. Minor Repairs: Exterior Walls/Stucco/Panels/Roofing/Sheet Rock/etc.
- \_\_\_\_\_ 3. Major Interior Repairs: \_\_\_\_\_
- \_\_\_\_\_ 4. Major Exterior Repairs: \_\_\_\_\_
- \_\_\_\_\_ 5. Other: \_\_\_\_\_

<b>Chapter Administration Only</b>	
Planning Meeting: _____	Approved: _____
Regular Chapter Meeting: _____	Ineligible: _____
Amount Approved: _____	
Eligibility Comments: _____	
_____	
_____	



<b>Becenti Chapter Housing Discretionary Fund Assistance Application</b>		<b>Application Number:</b> _____	
Name: _____		Telephone Number: _____	
Census Number: _____		Work or Message: _____	
Date of Birth: _____			
Spouse's Name: _____		Census Number: _____	
Date of Birth: _____			
Mailing Address:			
_____		_____	
P.O. Box		City State Zip Code	
Enrolled at Becenti Chapter since: _____			
<b>Type of Residence</b> <input type="checkbox"/> Room <input type="checkbox"/> Owner Occupied <input type="checkbox"/> Rental Unit <input type="checkbox"/> Single Family <input type="checkbox"/> Mobile Home <input type="checkbox"/> Subsidized Housing <input type="checkbox"/> Multiple Dwellings	<b>Housing Information</b> Yes No <input type="checkbox"/> <input type="checkbox"/> Electricity <input type="checkbox"/> <input type="checkbox"/> Indoor Plumbing <input type="checkbox"/> <input type="checkbox"/> Water Available <input type="checkbox"/> <input type="checkbox"/> Wood/Coal Stove <input type="checkbox"/> <input type="checkbox"/> Propane/Pellet/Natural Gas Stove <input type="checkbox"/> <input type="checkbox"/> Furnace <input type="checkbox"/> <input type="checkbox"/> Bathroom(s) <input type="checkbox"/> <input type="checkbox"/> Primary Residence		<b>Land Information</b> Yes No <input type="checkbox"/> <input type="checkbox"/> Do you own the land? <input type="checkbox"/> <input type="checkbox"/> Home Site Lease? <input type="checkbox"/> <input type="checkbox"/> Residential Lease? <input type="checkbox"/> <input type="checkbox"/> Leasehold Interest? <input type="checkbox"/> <input type="checkbox"/> Land Use Permit?

Name of each household member	Age	Sex M/F	Social Security Number	*	Relationship to Head of Household	Gross Monthly Income	Source of Income

\* Check if verified by medical statement of referral. Please attach.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Representative: \_\_\_\_\_ Date: \_\_\_\_\_

### Income Verification Statement Form

Becenti Chapter is requesting your assistance to verify income information for the above-named applicant whom is applying for Housing Discretionary Fund Assistance. All information needed is at the bottom of this page. Be assured that the information you have provided will be kept confidential and will only be used to determine eligibility for this name-individual for assistance. Your cooperation and prompt response of this request is much appreciated.

Applicant listed authorizes written verification of income.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

---

#### Chapter Administration Use Only

Applicant Income Information: Type of income

- TANF           SSI               General Assistance          \$ \_\_\_\_\_ per hour
- Unemployment               Retirement              \$ \_\_\_\_\_ weekly
- Currently Employed \_\_\_\_\_ \$ \_\_\_\_\_ bi-weekly
- Other \_\_\_\_\_ \$ \_\_\_\_\_ annually

Is income taxable?  Yes     No

Employer's Information:			
Employer's Name	Address	Contact Information	Supervisor's Name

Public Assistance Program:			
Provider	Address	Contact Information	Case Worker

Additional Information if necessary:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Chapter Administrative Personnel:

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

**Homeowner Certification**

Homeowner must complete.

I/We \_\_\_\_\_ certify that I/we am/are the own(s) of the named property at \_\_\_\_\_ located within the Becenti Chapter jurisdiction.

Land ownership can be verified through (check one):

- Home Site Lease                       Grazing Permit
- Land Use Permit                         Other \_\_\_\_\_

**Permission to Enter Premises**

I, as owner/authorized agent for the building located at \_\_\_\_\_ have read and understand the above and hereby grant permission for representative of Becenti Chapter to enter the premises when I am present for the purpose of collecting eligibility documentation from the residents and conducting a work plan which may include an assessment for housing renovation.

**Authorization for Release of Information**

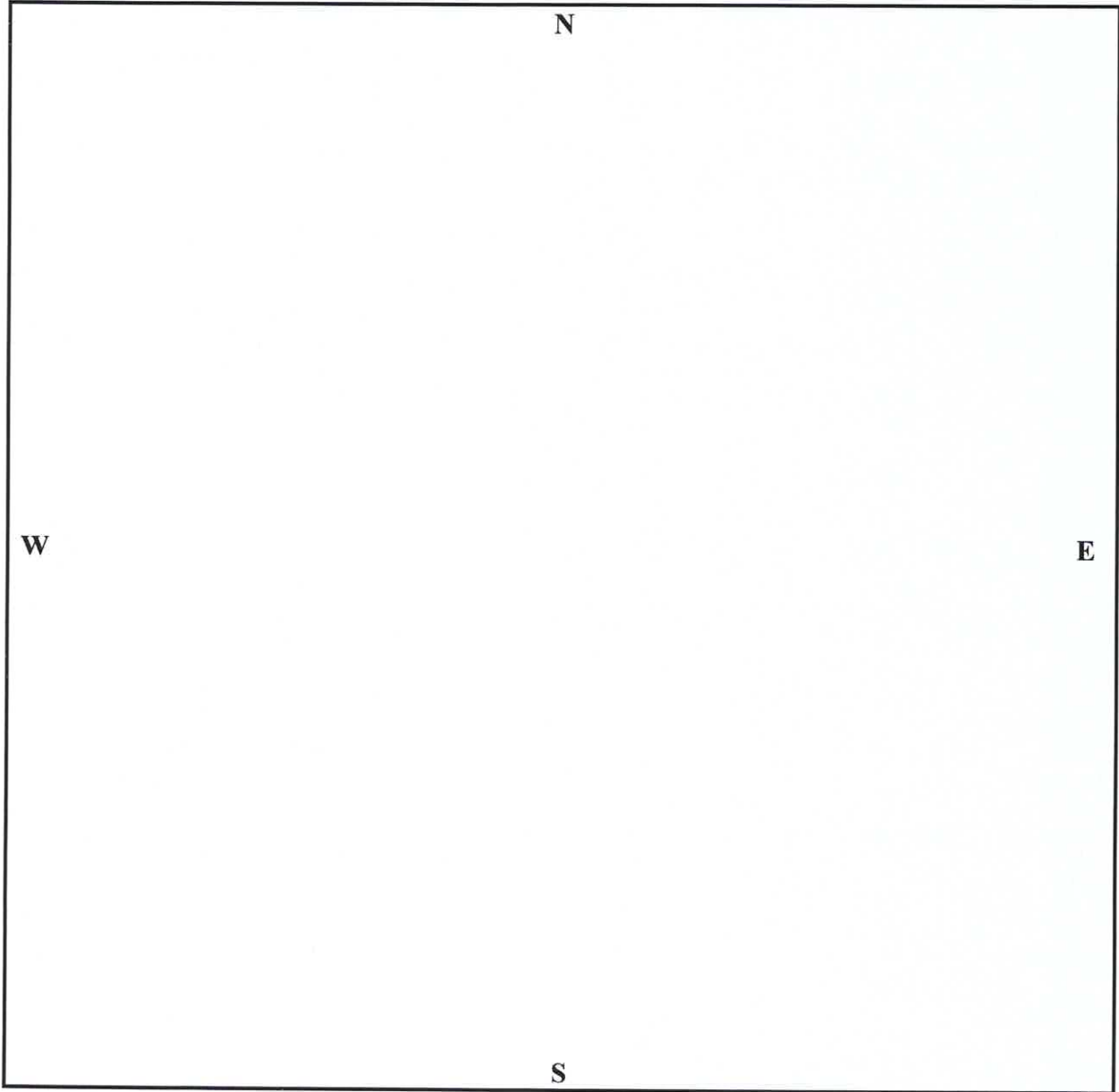
I, \_\_\_\_\_, hereby authorize the Navajo Nation through Becenti Chapter Housing Discretionary Fund Assistance to obtain all necessary information for completion of my application for housing assistance including information on my interest on land and household income. I understand and acknowledge this information will be used in determining my eligibility and extent of the Becenti Chapter Housing Discretionary Fund Assistance through Becenti Chapter or other housing project sources.

Signatures: \_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

Map to Property  
Project Site Locations



Physical Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Certification Sheet**

Type of Labor to be utilized:

- Public Employment Program (PEP): \_\_\_\_\_
  - Self-Help: \_\_\_\_\_
  - Church Group: \_\_\_\_\_
  - Contractor: \_\_\_\_\_
  - Other: \_\_\_\_\_
- 

**Certification**

Read this certification carefully before you sign and date your application. Sign in ink.

I, subscribe and affirm, under the penalties of law, that the statements made in this application for Becenti Chapter Housing Discretionary Fund Assistance (including statements made in any accompanying papers) have been examined by me and to the best of my knowledge and belief are true and correct. Prior to any construction, I agree to notify Becenti Chapter of any changes in the information in this application. I understand that by signing this application, I consent to any other inquiry to verify or confirm the information I have given.

The potential assistance will have no effect upon my social security, public assistance, or any other income I receive. The construction work done will not obligate me financially and no in lien or mortgage will be placed on the property, unless false or inaccurate information has been provided to make me ineligible for this assistance. I will be held liable for any injury or damages occurring on my property which is the result of my negligence or malfeasance. I hereby give my permission to allow work and monitoring or work on the property listed in this application. I understand that it is the dwelling occupant responsibility to discover and correct unsafe or non-compliant conditions which exists apart from the construction work.

I understand that this application for Becenti Chapter Housing Discretionary Fund Assistance does not guarantee that assistance will be granted, but will be used in determining eligibility for the program. Whether or not an eligible applicant will be provided assistance will depend in part upon the applications received, the remaining available funds and the priorities to be met by the Becenti Chapter Housing Discretionary Fund Assistance in accordance to policies and procedures.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**BECENTI CHAPTER**  
Ranking System for Housing Discretionary Fund Assistance  
Allocation Summary Sheet

Name of Applicant:
Category of Assistance Requested (A, B, C, or D) Pursuant to Policy and Procedures:

Conditions:	Allocated Points
1) Applicant’s family size and household income	
2) Applicant’s living conditions	
3) Applicant’s needs, repairs, and renovations	
4) Applicant is elderly, disabled, and/or veteran	
5) Overcrowded condition	
6) Unsafe/unsanitary condition	
Total Eligibility Points	

Results:

1. Applicant is awarded. Award is in the amount of \$ \_\_\_\_\_
2. Applicant is awarded the amount of \$ \_\_\_\_\_, which is more or less than the eligibility amount because \_\_\_\_\_  
\_\_\_\_\_
3. Applicant ineligible, justification: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CATEGORY OF ASSISTANCE**

Note: All applications and related documents will be verified prior to being considered for meeting agendas. All approval or denial will be conducted at a duly called Regular Chapter Meeting. Any award will be within estimated or actual cost of \$700.00 or less. Documentation of home visits and an assessment will be a part of the application process.

**A) Assistance for Minor Repair**

Becenti Chapter will provide assistance for minor repairs or maintenance to the existing home of the applicant and the applicant’s family. Assistance will depend on the availability of funds and to be based on total points.

<b>Total Points</b>	<b>Amount</b>	<b>Total Points</b>	<b>Amount</b>
20	\$700.00	10	\$350.00
19	\$665.00	9	\$315.00
18	\$630.00	8	\$280.00
17	\$595.00	7	\$245.00
16	\$560.00	6	\$210.00
15	\$525.00	5	\$175.00
14	\$490.00	4	\$140.00
13	\$450.00	3	\$105.00
12	\$420.00	2	\$70.00
11	\$385.00	1	\$35.00

**Minor Repairs Include:**

Replacement or repairs for damaged or weathered ~~down~~ infrastructure items such as windows, doors, drywall, roof, bath or kitchen fixtures, cabinets, hardware, porch, , stove pipes or kits; and electrical lighting fixtures/hardware.

**B) Assistance for Major Repair(s) or Renovation(s)**

Becenti Chapter will provide full or partial assistance for major repairs or additions to the existing home used by the applicant and family. Assistance will depend on availability of funds and be based on total points.

<b>Total Points</b>	<b>Amount</b>	<b>Total Points</b>	<b>Amount</b>
20	\$700.00	10	\$350.00
19	\$665.00	9	\$315.00
18	\$630.00	8	\$280.00
17	\$595.00	7	\$245.00
16	\$560.00	6	\$210.00
15	\$525.00	5	\$175.00
14	\$490.00	4	\$140.00
13	\$450.00	3	\$105.00
12	\$420.00	2	\$70.00
11	\$385.00	1	\$35.00

**Major Repairs, Renovations, or Upgrades Include:**

Floor, internal/external wall, ceiling, porch/steps (front/back), electrical wiring or plumbing with hardware.

**Major Replacements Include:**

New hot water heater; pellet, wood or coal stove; heating furnace, refrigerator, and cooking stove.



**C) Assistance for Start-Up Cost for New Home**

Recent Chapter will provide partial assistance for start-up cost(s) of a new house that will be the applicant and family primary home. Assistance will depend on availability of funds and be based on total points.

<b>Total Points</b>	<b>Amount</b>	<b>Total Points</b>	<b>Amount</b>
20	\$700.00	10	\$350.00
19	\$665.00	9	\$315.00
18	\$630.00	8	\$280.00
17	\$595.00	7	\$245.00
16	\$560.00	6	\$210.00
15	\$525.00	5	\$175.00
14	\$490.00	4	\$140.00
13	\$450.00	3	\$105.00
12	\$420.00	2	\$70.00
11	\$385.00	1	\$35.00

**Start-Up Cost Include:**

Surveying, home site/residential site-lease and/or costs associated in the start-up costs, but do not include the actual construction.

**D) Partial Assistance for Construction of New House, Service, and Hardware**

Becenti Chapter does not have the resources to provide full assistance for the construction of new housing. Becenti Chapter can, however, provide partial assistance for construction of a new house. The house will be the applicant and family home. Assistance will depend on availability of funds and based on total points.

<b>Total Points</b>	<b>Amount</b>	<b>Total Points</b>	<b>Amount</b>
20	\$700.00	10	\$350.00
19	\$665.00	9	\$315.00
18	\$630.00	8	\$280.00
17	\$595.00	7	\$245.00
16	\$560.00	6	\$210.00
15	\$525.00	5	\$175.00
14	\$490.00	4	\$140.00
13	\$450.00	3	\$105.00
12	\$420.00	2	\$70.00
11	\$385.00	1	\$35.00

**New Construction Include:**

Foundation, floor, interior/exterior walls, and roofing.

**New Service Include:**

Meter/service poles, breaker box/hardware, electrical certification, propane or natural gas piping (top and underground), septic tank with piping and drain field.

**Bathroom Addition Include:**

Building materials and fixtures.

<b>Condition 1: Applicant’s Family Size and Household Income</b>		
<b>Number of Family Members</b>	<b>Income</b>	<b>Points</b>
1	\$3,449.00 or less	5
	\$3,450.00 to \$7,609.00	4
	\$7,610.00 to \$11,769.00	3
	\$11,770.00 to \$15,929.00	2
	\$15,930.00 to \$20,089.00	1
	\$20,090.00 or more	0
2	\$7,609.00 or less	5
	\$7,610.00 to \$11,769.00	4
	\$11,770.00 to \$15,929.00	3
	\$15,930.00 to \$20,089.00	2
	\$24,290.00 or more	1
3	\$21,769.00 or less	5
	\$21,770.00 to \$25,929.00	4
	\$25,930.00 to \$20,089.00	3
	\$20,090.00 to \$24,249.00	2
	\$24,250.00 to \$28,409.00	1
	\$28,410.00 or more	0
4 or More	\$15,929.00 or less	5
	\$15,930.00 to \$20,089.00	4
	\$20,090.00 to \$24,249.00	3
	\$24,250.00 to \$28,409.00	2
	\$28,410.00 to \$32,569.00	1
	\$32,570.00 or more	0

<b>Condition 2: Applicant’s Living Conditions</b>	<b>Points</b>
No running water (plumbing), no electricity (wiring), and no heating system	5
Electricity available, but no running water and no heating system	4
Electricity and heating system available, but no running water	3
Electricity and running water, but no heating system	2
Running water and heating system available, but no electricity	1
Running water, electricity, and heating system are available	0

<b>Condition 3: Applicant’s Needs (Repairs, Renovations, or Upgrades)</b>	<b>Points</b>
Five sections: roof, floor, walls, plumbing and wiring (e.g., bathroom)	5
Four sections: roof, floor, walls, plumbing or wiring	4
Three Sections: roof, floor, walls, plumbing or wiring	3
Two Sections: roof, floor, walls, plumbing or wiring	2
One Section: roof, floor, walls, plumbing or wiring	1
Needs no repairs	0
<b>Addition: Repair Service for:</b>	
Electric Service pole	4
Electric Certification	3
Gas Line piping	2
Land Survey/Archeological Clearance	1

<b>Condition 4: Applicant is:</b>	<b>Points</b>
Elderly, Disabled, Veteran	5
Elderly, Disabled, Non-Veteran	4
Disabled, Veteran, Non-Elder	3
Disabled, Non-Veteran, Non-Elder	2
Elderly, Not Disabled, Non-Veteran	1
Not Elder, Not Disabled, Non-Veteran	0
<b>Definitions:</b>	
Elderly – 60 years of age or older.	
Disabled – Degree of physical and/or mental impairment of an individual with a disability will be verified by a physician.	
Veteran – Having served in the military services and honorably discharged	

<b>Condition 5: Overcrowding</b>		
<b>Number of rooms in home (excludes closets, bathrooms, and kitchen)</b>	<b>Number of household members</b>	<b>Points</b>
1	5 or more individuals	5
	4 individuals	4
	3 individuals	3
	2 individuals	2
	1 individual	1
2	5 or more individuals	5
	4 individuals	4
	3 individuals	3
	2 individuals	2
	1 individual	1
3	6 or more individuals	5
	5 individuals	4
	4 individuals	3
	3 individuals	2
	2 individuals	1
4	7 or more individuals	5
	6 individuals	4
	5 individuals	3
	4 individuals	2
	3 individuals	1
5	8 or more individuals	5
	7 individuals	4
	6 individuals	3
	5 individuals	2
	4 individuals	1

<b>Condition 6: Unsafe/Unsanitary</b>	<b>Points</b>
House has major deficiencies and/or deterioration.	5
Part of the house has minor deficiencies and/or deterioration.	4
Existing mold, mice infestation, or other health-related risk conditions will require temporary displacement or relocation.	3
Existing minor construction deficiencies will require temporary displacement or relocation for repair and/or renovation.	2
Deficient plumbing, wiring, heating, or other construction deficiencies within the house can be resolved within a timely manner without displacement or relocation.	1
There are no unsafe or unsanitary conditions.	0