

**RESOLUTION 2023-09**

**Authorizing and Adopting Amendments to  
Colville Indian Housing Authority's  
Community Grant Policy**

**WHEREAS**, the Colville Indian Housing Authority is the duly constituted Housing Authority for the Confederated Tribes of the Colville Reservation, established by the Colville Business Council pursuant to the authority of the Constitution of the Colville Confederated Tribes, and in particular Article V, Section 1(a); and,

**WHEREAS**, the authorities and responsibilities of the Colville Indian Housing Authority are set out in the Colville Tribal Housing Authority Ordinance, adopted by Resolution 1977-59 of the Business Council; and,

**WHEREAS**, the purposes for which the Colville Indian Housing Authority was established include: (1) remedying unsafe and unsanitary housing conditions that are injurious to the public health, safety, and morals; (2) alleviating the acute shortage of decent, safe, and sanitary dwellings for persons of low income; and (3) providing employment opportunities through the construction, reconstruction, improvement, extension, alteration or repair and operation of low-income dwellings; and,

**WHEREAS**, the Colville Indian Housing Authority has been designated as the "Tribally Designated Housing Entity" for the Confederated Tribes of the Colville Reservation, as that term is defined at Section 4(21) of the Native American Housing Assistance and Self-Determination Act of 1996, P.L. 104-330 (25 U.S.C. 4101 – 4212), as amended (NAHASDA); and,

**WHEREAS**, the Business Council has appointed a Board of Commissioners to manage the Colville Indian Housing Authority (the "Board"), which Board operates pursuant to a Constitution and By-laws enacted by the Board on August 10, 2004 (as amended); and,

**WHEREAS**, the Colville Indian Housing Authority has previously adopted a Community Grant Policy to offer support to groups and activities located within the CIHA service area that will benefit Tribal members and their families; and

**WHEREAS**, Colville Indian Housing Authority management has reviewed the Community Grant Policy and, in consultation with the Housing Authority's legal counsel, has drafted proposed amendments to the Community Grant Policy, which amendments are shown in redline on Exhibit A to this Resolution; and

**WHEREAS**, the Board has reviewed and has determined that adopting the proposed amendments to the Community Grant Policy is in the best interest of the Colville Indian Housing Authority; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Colville Indian Housing Authority Board hereby approves and adopts the amendments to the Community Grant Policy, as shown on Exhibit A to this Resolution.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the amended Community Grant Policy, attached as Exhibit A to this Resolution, shall supersede and replace any other policies addressing this same subject matter.

**NOW, THEREFORE, BE IT FINALLY RESOLVED**, that the Housing Authority Executive Director is hereby directed and authorized to take any and all steps to implement the amended Community Grant Policy.

### CERTIFICATION

This is to certify that the foregoing was duly enacted, pursuant to Article V of the Colville Tribal Ordinance, ratified on January 27, 1977, at a regular meeting of the Colville Indian Housing Authority Board of Commissioners, held on August 16, 2023, a quorum being present, with a vote of 3 FOR; 0 AGAINST, and 0 ABSTAINED.



\_\_\_\_\_  
Brian Nissen, Chair  
Colville Indian Housing Authority

ATTEST:



\_\_\_\_\_  
Storey Jackson, Secretary/Treasurer  
Colville Indian Housing Authority

## **COLVILLE INDIAN HOUSING AUTHORITY COMMUNITY GRANT POLICY**

### **1. Purpose of the Policy**

The Colville Indian Housing Authority (CIHA) recognizes the need to participate in the wellbeing of the community by supporting groups and activities located within the CIHA service area that will benefit Tribal members and their families. Depending on the availability of funds, the CIHA will budget for and provide community grants to support community groups and activities as set forth in this policy. CIHA does not accept individual requests or to be the sole funding source. The purpose of this policy is to provide for the budgeting, application process, funding criteria and grant decision making rules to govern community grant applications submitted to the CIHA.

### **2. Application Process**

A person or entity (applicant) applying for a community grant pursuant to this policy shall complete an application for such grant funding, which application shall be submitted to the CIHA Executive Director and/or designee. The applicant shall include in the application the following information at a minimum:

- a. Name and address of the grant applicant;
- b. Identify the organization you are representing;
- c. The amount of grant requested, which shall be capped at \$500.00;
- d. The community use and benefit for which the grant funds are requested;
- e. The estimated total cost of the project for which community grant funds are being requested;
- f. Provide information on other sources of funding to pay for the community activity (i.e. tribal, donations, fundraisers etc);
- g. Provide a summary of how the community activity or project will serve low income households in the community;
- h. Provide date when grant funding is needed and whom the payee will be and how the check should be sent to the applicant (i.e. mail, pickup etc.)

A community grant application is attached to this policy as Exhibit A.

### 3. Grant Funding Criteria

Each community grant application shall be evaluated by the CIHA Executive Director and/or designee subject to the following criteria:

- a. The benefit to the low income households that would be served by the community project or activity;
- b. All requests must be within the CIHA Service Area (Okanogan County, Ferry County and Colville Indian Reservation);
- c. The community project or activity must address one or more of the following subjects:
  1. Alcohol and drug education or prevention
  2. Educational programs or activities
  3. Cultural awareness
  4. Elder functions
  5. Community events and activities;
- d. Each applicant for community grant funding may be funded only once in a fiscal year;
- e. List estimated budget costs and other committed funding sources;
- f. The community grant request cannot be the sole funding source;
- g. Individual requests will not be considered;
- h. The provision of other supporting documentation may be requested by the CIHA; AND
- i. Provide a written statement about how the community grant donation helped your project. This written synopsis or statement shall be submitted within two weeks of the funded event or activity. **If this is not submitted, the applicant will not be eligible for future community grants.**

### 4. Ineligible activities

- a. Individual requests;
- b. Fund-raising activities; and
- c. Incomplete applications.

### 5. Community Grant Approval Process

- a. After receipt of a completed application and if all required information is provided to the CIHA, the CIHA Executive Director and/or designee

shall act on the community grant application based upon the criteria set forth in this policy; and

- b. The CIHA Executive Director and/or designee shall issue a written determination approving or denying each complete community grant application that is received and in the case of a denial the letter shall explain the basis for the denial; and
- c. Once approved, the CIHA will cut a check for the amount of the approved request amount and remit via postal mail, interoffice or if person indicates pick-up; and
- d. **The decision of the CIHA Executive Director and/or designee on a Community Grant Application shall be final.**