



Energy and Performance Information Center (EPIC)

Grant Number: 55-IH-27-26660

Report: APR Report for 2019

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

Cover Page

Grant Information:

Grant Number	55-IH-27-26660
Recipient Program Year	10/01/2018-09/30/2019
Federal Fiscal Year	2019
Initial Indian Housing Plan (IHP):	Yes
Amended Plan	
Annual Performance Report (APR):	Yes
Amended Plan	
Tribe:	
TDHE:	Yes

Recipient Information:

Name of the Recipient	LEECH LAKE HOUSING AUTHORITY
Contact Person	Entwistle, Harry
Telephone Number with Area Code	218-335-8280
Mailing Address	611 Elm St.
City	Cass Lake
State	MN
Zip	56633
Fax Number with Area Code	218-335-8367
Email Address	harry.e@midconetwork.com
Tribes:	Leech Lake Band of the Minnesota Chippewa Tribe

TDHE/Tribe Information:

Tax Identification Number	410913364
DUNS Number	826542164
CCR/SAM Expiration Date	05/23/2019

Planned Grant-Based Budget for Eligible Programs:

IHBG Fiscal Year Formula Amount	\$4,086,653.00
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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 checked="" type="checkbox"/>
Renters Who Wish to Become Owners	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Substandard Units Needing Rehabilitation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Homeless Households	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Households Needing Affordable Rental Units	<input checked="" type="checkbox"/>	<input type="checkbox"/>
College Student Housing	<input type="checkbox"/>	<input type="checkbox"/>
Disabled Households Needing Accessibility	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Units Needing Energy Efficiency Upgrades	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure to Support Housing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other (specify below)	<input type="checkbox"/>	<input type="checkbox"/>
Planned Program Benefits	<p>The Leech Lake Housing Authority's mission is to develop affordable homes and housing opportunities for Native American Families on the Leech Lake Reservation; to provide efficient and sensitive services that lead to self sufficient tenants / homeowners and healthy and safe communities. Leech Lake Housing Authority (LLHA) administrates low income housing rental stock, homeownership units and Low Income Housing Tax Credit (LIHTC) units. These programs, while providing housing to over 537 families, cannot meet the current need of the Leech Lake Band of Ojibwe tribal members. The LLHA's various housing programs are accessible to interested families via an application process with a component waiting list for applicant's who cannot be served immediately at the time of application. LLHA currently has over 497 families on our waiting list.</p>	
Geographic Distribution	<p>Located in rural north central MN near and in the town of Cass Lake, the Leech Lake Band of Ojibwe has an enrollment of over 10,000 tribal members with almost 5,000 living on the 677,099 acre reservation. The reservation is located in (4) adjacent counties. The Tribal Government Center is located in Cass Lake, MN along with the Indian Health Services and outpatient clinic, Leech Lake Tribal College, Leech Lake Tribal Justice Center, Leech Lake Housing Authority offices and many other tribal programs. The Leech Lake Reservation is divided into (3) Tribal Districts which are represented on the Tribal Council by an elected Council member from each district. Within the (3) districts are (11) distinct tribal communities which have an elected Local Indian Council. The Leech Lake Housing Authority distributes its services over all (3) districts and within each of the (16) communities. LLHA attends the LLBO Tribal Council briefings and meetings, the Local Indian Council meetings, and holds</p>	

Programs

2019-1 : Operation of 1937 Act Housing

Program Name:	Operation of 1937 Act Housing
Unique Identifier:	2019-1
Program Description (continued)	This program will provide maintenance to the Housing Authority units on a routine and preventative maintenance basis. The routine maintenance schedule will be driven by tenant requests, self-monitoring activities, community input, and the annual inspection process.
Eligible Activity Number	(2) Operation of 1937 Act Housing [202(1)]
Intended Outcome Number	(3) Improve quality of substandard units
APR: Actual Outcome Number	(3) Improve quality of substandard units
Who Will Be Assisted	This program will serve families residing in Leech Lake Housing Authority managed units. These households must meet the income guidelines set by our programs, which is below 80% AMI. While preference is given to Leech Lake Band members and other federally recognized tribes, assistance will be provided for caregivers of minor Leech Lake Band members who reside in LLHA units.
Types and Level of Assistance	The types of assistance that will be provided by this program are as follows: Routine maintenance - Repairs needed to correct deficiencies, or replace items based on normal wear to maintain the integrity of the unit. Non-routine maintenance - Address damage to units that is not

considered normal wear through coordination with the Housing Services department to establish Corrective Action Plans (CAP) for tenants who cause damage to the units, which is considered tenant abuse. Preventative maintenance - Maintenance Technicians will perform quarterly preventative maintenance services on the housing systems. Such as, but not limited to: furnace cleaning and filter replacements, cleaning bathroom and kitchen exhaust fans, cleaning refrigerator coils, and cleaning the air exchanger. Pest Control - Administrate an Intergrated Management Plan to address pest infestations. The plan will include public education on the identification and prevention of pests as well as extermination services. Tenant Education - Provide tenant education on the topic of preventative maintenance. This class will held as the demand dictates. The class is available to all LLHA tenants and private homeowners, but will be required for any tenant placed on a CAP.

APR: Describe Accomplishments
 Routine Maintenance The LLHA Maintenance Department receives a large number of maintenance requests on a daily/weekly basis and through referrals from our quarterly and yearly inspections. Work orders are usually created due to normal wear and tear by the occupant. Total number of work orders completed in the reporting year: Low Rent: 640 Mutual Help: 129 Non Routine Maintenance These are issues in the unit that are not considered normal wear, but have been caused by the occupant. These issues are normally considered tenant abuse. When we receive a referral on a unit for tenant abuse, we conduct a home visit with the occupants to go over any possible lease violations. The Housing Services Department can place the client on a Corrective Action Plan (CAP) to help resolve any lease violations.

Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Units to be Completed in Year	265

APR: If the program is behind schedule, explain why

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$893,785.00	\$553,040.00	\$1,446,825.00	\$1,487,223.00	\$128,174.00	\$1,615,397.00

2019-2 : Housing and Management Services

Program Name:	Housing and Management Services
Unique Identifier:	2019-2
Program Description (continued)	This program administrates the tenancy of LLHA's managed units through tenant file maintenance and lease compliance monitoring. The program employs Tenant Advocates, a Collection Specialist, a Waiting List Administrator, Tax Credit Compliance Specialist, Housing Inspectors and a Housing Services Coordinator. Each position has specific functions to ensure the success of our program participants as well as the program itself.
Eligible Activity Number	(19) Housing Management Services [202(4)]
Intended Outcome Number	(6) Assist affordable housing for low income households
APR: Actual Outcome Number	(6) Assist affordable housing for low income households
Who Will Be Assisted	This program will assist families residing in Leech Lake Housing Authority managed units. These households must meet the income guidelines set by the program, which is below 80% AMI. While preference is given to Leech Lake Band members and members of other federally recognized tribes, assistance will also be provided to caregivers of minor Leech Lake Band members who reside in LLHA units.
Types and Level of Assistance	

The Waiting List Administrator will provide application intake and processing services to assist tenants with successfully applying for housing and maintaining the waiting list by updating applicants' application as per the Admissions Policy. Tenant Advocates will provide assistance to tenants to foster compliance with lease agreements. This assistance will be conducted through home visits, phone contacts and Corrective Action Plan (CAP) monitoring. The Advocates will provide referral services on an as needed basis to programs such as Family Preservation, county Social Services, Mental Health and financial assistance programs. Limited transportation services are provided for travel if the outcome of the travel is directly related to maintaining the client's housing. Advocates can assist the tenant in completing the recertification process, collect rental payments and attend court proceedings. Housing Inspectors will conduct unit inspections on no less than a 2 year cycle. Home maintenance, mold growth prevention and pest control education will be provided by the Inspectors during the inspection. If needed, referrals will be generated by the Inspectors to the Tenant Advocates and/or maintenance department as part of the inspection process. The Housing Management program will conduct community outreach efforts to encourage positive tenant and public relations. This outreach will take the form of community meetings to obtain feedback on the effectiveness of the program, hosting satellite office hours in the community centers for tenants who are unable to travel to the Housing offices, sponsoring elder specific activities, providing access to financial literacy and preventative maintenance classes and conducting events to promote tenant's participation in a safe and healthy community.

APR : Describe Accomplishments	Housing Services staff attends Community LLHA Board meetings; attend quarterly LIC meetings as needed to answer any questions that may arise. All recertifications are completed on a yearly basis. Tenant files are updated on an ongoing basis as updated information is collect for the client file. New Tenant Orientations- Housing Services conducts new tenant orientations as needed, mainly after the selection process was completed. The training focuses on budgeting for rental payments, leases, maintenance, various programs offered, and the completion of any remaining tenant file information. The total amount of contacts during the reporting years is: 1174
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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>937</td> <td>937</td> </tr> </tbody> </table>		Planned	APR - Actual	Number of Households to be served in Year	937	937
	Planned	APR - Actual					
Number of Households to be served in Year	937	937					

APR: If the program is behind schedule, explain why

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$480,000.00	\$0.00	\$480,000.00	\$466,077.00	\$4,885.00	\$470,962.00

2019-3 : Crime Prevention and Safety

Program Name:	Crime Prevention and Safety
Unique Identifier:	2019-3
Program Description (continued)	Design strategies to reduce crime and increase safety in our housing communities.
Eligible Activity Number	(21) Crime Prevention and Safety [202(5)]
Intended Outcome Number	(11) Reduction in crime reports
APR: Actual Outcome Number	(11) Reduction in crime reports
Who Will Be Assisted	

	Low income Native American families whose income is less than 80% AMI.				
Types and Level of Assistance	Leech Lake Housing Authority will enforce lease agreements to create safe and secure communities and make efforts to engage the community to participate in community based activities to strengthen community identity and ownership. We will collaborate with the Leech Lake Tribal Police Department to increase communication on the status of the communities and develop corrective policies when needed. We will continue to operate safety lighting in the communities and plan to replace outdated lighting with newer LED technology to increase the energy efficiency of the existing units. The lack of healthy and safe activity venues for the youth in our communities contributes to youth crimes such as gang activity, drug and alcohol abuse, and vandalism. Many times, it is LLHA property that is vandalized. It is vital to provide constructive alternatives to unhealthy and destructive behaviors - not only for the young person's well being, but for the protection of other community members and LLHA housing stock that is needed now and in the future. LLHA will be upgrading and maintaining playgrounds and basketball courts within the housing communities to provide the youth with these healthy venues. We will be supporting the Cass Lake Boys & Girls Club by contributing to their curriculum and supporting their efforts in local youth development. We will support youth focused events sponsored by the Leech Lake Band of Ojibwe District offices and the Local Indian Councils (LIC) by providing resources and staff time to carry out the goals of the scheduled events. We will be having local artists design welcoming entrance signs into our various communities reminding residents and visitors that these are alcohol and drug free zones.				
APR : Describe Accomplishments	The additional installation of LED street lighting along the walking/bike path from Old Housing and the Bena store in District II has been completed. In the District II community of Boy Lake the mercury vaper street lights have been changed out to LED fixtures. The LLHA made our annual monetary contribution to the Boy's and Girl's Club of the Leech Lake Area for this reporting period by contributing to their curriculum and supporting their efforts in local youth development. LLHA continues to support youth and community focused events sponsored by the Leech Lake Band of Ojibwe District offices and the Local Indian Councils (LIC) by providing resources and staff time to carry out the goals of the scheduled events. During this program year 57 LIC community events were sponsored by the LLHA.				
Planned and Actual Outputs for 12-Month Program Year	<table border="1"> <thead> <tr> <th>Planned</th> <th>APR - Actual</th> </tr> </thead> <tbody> <tr> <td colspan="2">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					

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$75,000.00	\$0.00	\$75,000.00	\$106,038.00	\$0.00	\$106,038.00

2019-4 : Modernization of 1937 Act Housing

Program Name:	Modernization of 1937 Act Housing
Unique Identifier:	2019-4
Program Description (continued)	This program will conduct modernization activities on LLHA managed units.
Eligible Activity Number	(1) Modernization of 1937 Act Housing [202(1)]
Intended Outcome Number	(3) Improve quality of substandard units

APR: Actual Outcome Number	(3) Improve quality of substandard units	
Who Will Be Assisted	Native American families residing in Leech Lake Housing Authority managed units whose income is below 80% AMI.	
Types and Level of Assistance	Housing Inspectors will conduct annual unit inspections. Home maintenance, mold growth prevention and pest control education will be provided by the Inspectors during the inspection. If needed, referrals will be generated by the Inspectors to the Tenant Advocates and/or maintenance department as part of the inspection process. Renovate and rehab units that are in substandard condition. Units scheduled for modernization will be determined by the inspection process. Conduct mold remediation. Promote awareness of the importance of maintaining good indoor air quality to alleviate negative health effects on people suffering from asthma and COPD. Promote awareness of radon and its effects on human health by attending community events and hosting a booth to disseminate information. Conduct radon testing and remediation when unacceptable radon levels are present in LLHA units. Procure and manage contract service work for various projects in either modernization and/or rehabilitation of substandard units.	
APR : Describe Accomplishments	During the reporting period 114 homes were renovated by the Modernization department.	
Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Units to be Completed in Year	36
APR: If the program is behind schedule, explain why		

Uses of Funding:

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\$959,200.00	\$0.00	\$959,200.00	\$871,601.00	\$0.00	\$871,601.00

2019-5 : Operation of LIHTC Units

Program Name:	Operation of LIHTC Units
Unique Identifier:	2019-5
Program Description (continued)	This program will provide operation and maintenance of Low Income Housing Tax Credit Units along with tenant assistance for program compliance.
Eligible Activity Number	(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]
Intended Outcome Number	(6) Assist affordable housing for low income households
APR: Actual Outcome Number	(3) Improve quality of substandard units
Who Will Be Assisted	Low income Native American families whose income is within the program guidelines.
Types and Level of Assistance	Assure compliance with all state regulations for file compliance and physical unit conditions. Conduct quarterly unit inspections and make needed repairs to maintain the unit in standard conditions. Process yearly tenant recertifications. Encourage adherence to all policies and lease agreements with active tenant advocacy and promote awareness via a monthly tenant newsletter. Administrate the tenant incentive program which acknowledges positive program participation. Conduct community meetings to address concerns of the participants and gain feedback on the program's success.
APR : Describe Accomplishments	Routine Maintenance The LLHA Maintenance Department receives a large number of maintenance requests on a daily/weekly basis and through referrals from our quarterly and yearly inspections. Work orders are usually created due to normal wear and tear by the occupant. Total

number of work orders completed in the reporting year: Tax Credit: 1226
 Non Routine Maintenance These are issues in the unit that are not considered normal wear, but have been caused by the occupant. These issues are normally considered tenant abuse. When we receive a referral on a unit for tenant abuse, we conduct a home visit with the occupants to go over any possible lease violations. The Housing Services Department can place the client on a Corrective Action Plan (CAP) to help resolve any lease violations. Housing Services staff attends Community LLHA Board meetings; attend quarterly LIC meetings as needed to answer any questions that may arise. All recertification's are completed on a yearly basis. Tenant files are updated on an ongoing basis as updated information is collect for the client file. New Tenant Orientations- Housing Services conducts new tenant orientations as needed, mainly after the selection process was completed. The training focuses on budgeting for rental payments, leases, maintenance, various programs offered, and the completion of any remaining tenant file information. Total number of contacts by the Housing Serves program in the reporting year: 407

Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Units to be Completed in Year 195	195

APR: If the program is behind schedule, explain why

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$0.00	\$332,000.00	\$332,000.00	\$0.00	\$383,976.00	\$383,976.00

2019-6 : Homeless Resource Program

Program Name:	Homeless Resource Program
Unique Identifier:	2019-6
Program Description (continued)	Provide assistance to homeless individuals to overcome homelessness and obtain housing.
Eligible Activity Number	(17) Tenant Based Rental Assistance [202(3)]
Intended Outcome Number	(5) Address homelessness
APR: Actual Outcome Number	(5) Address homelessness
Who Will Be Assisted	Individuals who are experiencing long term homelessness whose income is below 80% AMI.
Types and Level of Assistance	LLHA will continue its collaboration with the transitional housing project known as Conifer Estates which is located in Bemidji, MN. This project provides housing for a maximum of two years for homeless individuals and provides the opportunity to overcome issues which have prevented the individual from maintaining permanent housing. LLHA supports (5) units within the project for the particular use of Leech Lake band members. LLHA provides rental deposit assistance and monthly rent subsidy for the clients who reside in these units. LLHA has formed a collaboration with a permanent supportive housing project known as Park Place which is located in Bemidji, MN. This project serves long term homeless individuals who also deal with chronic alcohol and substance abuse. This project provides housing with case management services and has no limit on the time that housing can be provided. LLHA supports (5) units within the project for the particular use of Leech Lake band members.

APR : Describe Accomplishments
 Although there was some turnover at Conifer Estates early in FY 2019, the 5 households currently in residence have been stable since 4/1/19, and are doing well. Our Case Manager has regular contact with each household, and participates in events such as the community picnic in

July each year and providing toys for children during the December Holidays. Many of the supportive housing residents at Park Place have been referred by our program, along with assistance in completing applications and transporting for an assessment visit. Homeless Resource program has assisted 18 clients in the reporting period.

Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Households to be served in Year	10

APR: If the program is behind schedule, explain why

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$60,000.00	\$332,750.00	\$392,750.00	\$0.00	\$282,302.00	\$282,302.00

2019-7 : Operation of NAHASDA Housing

Program Name:	Operation of NAHASDA Housing
Unique Identifier:	2019-7
Program Description (continued)	This program will provide preventative and routine maintenance on the Housing Authority units. The preventative maintenance will be scheduled on a quarterly basis. The routine maintenance schedule will be driven by tenant requests, self-monitoring activities, community input, and the annual inspection process.
Eligible Activity Number	(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]
Intended Outcome Number	(3) Improve quality of substandard units
APR: Actual Outcome Number	(3) Improve quality of substandard units
Who Will Be Assisted	Low income Native American families whose income meets guidelines set by the Leech Lake Housing Authority programs, which is below 80% AMI. While preference is given to Leech lake Band members and other federally recognized tribes, assistance will also be provided for caregivers of minor Leech Lake Band members who reside in LLHA units.
Types and Level of Assistance	The types of assistance that will be provided by this program are as follows: Routine maintenance - Repairs needed to correct deficiencies or replace items due to normal wear and to maintain the integrity of the unit. Non-routine maintenance - Address damage to units that is not considered normal wear through coordination with the Housing services department to establish Corrective Action Plans (CAP) for tenants who cause damage to the units, which is considered tenant abuse. Preventative maintenance - Maintenance Technicians will perform seasonal preventative maintenance services on the housing systems. Such as, but not limited to: furnace cleaning and filter replacements, cleaning bathroom and kitchen exhaust fans, cleaning the refrigerator coils, and cleaning the air exchanger. Pest Control - Adminstrate an Integrated management Plan to address pest infestations. The plan will include public education on the identification and prevention of pests as well as extermination services. Tenant Education - Provide tenant education on the topic of preventative maintenance. This class is available to all LLHA tenants and private homeowners, but will be required for tenant placed on a CAP.
APR : Describe Accomplishments	Routine Maintenance The LLHA Maintenance Department receives a large number of maintenance requests on a daily/weekly basis and through referrals from our quarterly and yearly inspections. Work orders are usually created due to normal wear and tear by the occupant. Total number of work orders completed in the reporting year: NAHASDA units: 50 Non Routine Maintenance These are issues in the unit that are not

considered normal wear, but have been caused by the occupant. These issues are normally considered tenant abuse. When we receive a referral on a unit for tenant abuse, we conduct a home visit with the occupants to go over any possible lease violations. The Housing Services Department can place the client on a Corrective Action Plan (CAP) to help resolve any lease violations. Housing Services staff attends Community LLHA Board meetings; attend quarterly LIC meetings as needed to answer any questions that may arise. All recertification's are completed on a yearly basis. Tenant files are updated on an ongoing basis as updated information is collect for the client file. New Tenant Orientations- Housing Services conducts new tenant orientations as needed, mainly after the selection process was completed. The training focuses on budgeting for rental payments, leases, maintenance, various programs offered, and the completion of any remaining tenant file information. Total number of contacts by the Housing Serves program in the reporting year: 29

Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Units to be Completed in Year 73	73
APR: If the program is behind schedule, explain why		

Uses of Funding:
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\$246,215.00	\$0.00	\$246,215.00	\$94,929.00	\$29,780.00	\$124,709.00

2019-8 : Modernization of NAHASDA Housing

Program Name:	Modernization of NAHASDA Housing	
Unique Identifier:	2019-8	
Program Description (continued)	This program will conduct modernization activities on Leech Lake Housing Authority NAHASDA managed units.	
Eligible Activity Number	(5) Rehabilitation of Rental Housing [202(2)]	
Intended Outcome Number	(3) Improve quality of substandard units	
APR: Actual Outcome Number	(3) Improve quality of substandard units	
Who Will Be Assisted	Native American families residing in Leech Lake Housing Authority units whose income is below 80% AMI.	
Types and Level of Assistance	Housing Inspectors will conduct annual unit inspections. Home maintenance, mold growth prevention and pest control education will be provided by the Inspectors during the inspection. If needed, referrals will be generated by the Inspectors to the Tenant Advocates and/or maintenance department as part of the inspection process. Renovate and rehab units that are in substandard condition. Units scheduled for renovation will be determined by the inspection process. Conduct mold remediation. Promote awareness of the importance of maintaining good air quality to alleviate negative health effects on occupants as well as people suffering from asthma and COPD. Promote awareness of radon and its effects on human health by attending community events and hosting a booth to disseminate information. Conduct radon testing and remediation when acceptable radon levels are present in LLHA units. Procure and manage contract service work for various projects in modernization and/or rehabilitation of substandard units.	
APR : Describe Accomplishments	During the reporting period 7 homes were renovated by the Modernization department.	
Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	4	4

	Number of Units to be Completed in Year
APR: If the program is behind schedule, explain why	

Uses of Funding:

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\$48,800.00	\$0.00	\$48,800.00	\$55,634.00	\$0.00	\$55,634.00

2019-9 : Construction of Rental Housing

Program Name:	Construction of Rental Housing	
Unique Identifier:	2019-9	
Program Description (continued)	This program plans to construct (4) additional units of affordable rental housing.	
Eligible Activity Number	(4) Construction of Rental Housing [202(2)]	
Intended Outcome Number	(7) Create new affordable rental units	
APR: Actual Outcome Number	(7) Create new affordable rental units	
Who Will Be Assisted	Low income Native American families whose income falls within 80 percent AMI guidelines.	
Types and Level of Assistance	Development of (4) units of low income housing units utilizing the Leech Lake Housing Authority labor force. The construction methodology will consist of energy conservation, green technologies, and high efficient mechanical technologies.	
APR : Describe Accomplishments	The funds utilized from this program line were used for the completion of the home know as the tribal college home.	
Planned and Actual Outputs for 12-Month Program Year	Planned Number of Units to be Completed in Year 4	APR - Actual 0
APR: If the program is behind schedule, explain why	This project has been placed on hold at this time. One is due to the current local labor force not being available. We've had an open advertisement for carpenters for the last few years. Unfortunately, all new hires have been placed on our renovation crews to stay on top of our vacancies and evictions. Secondly, we were awarded a thirty home tax credit development through the Minnesota Housing and the Federal Home Loan Bank, which placed this development of 4 homes on hold.	

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$672,000.00	\$0.00	\$672,000.00	\$18,472.00	\$0.00	\$18,472.00

2019-10 : VASH

Program Name:	VASH	
Unique Identifier:	2019-10	
Program Description (continued)	This program will provide rental assistance to Native American Veterans who are experiencing homelessness.	
Eligible Activity Number	(17) Tenant Based Rental Assistance [202(3)]	
Intended Outcome Number	(5) Address homelessness	
APR: Actual Outcome Number	(5) Address homelessness	
Who Will Be Assisted	Native American Veterans who are experiencing homelessness who's income is below 80% AML.	
Types and Level of Assistance	LLHA will administrate the VASH vouchers for homeless Veterans who have applied for and been approved by the Veterans Administration case worker.	
APR : Describe Accomplishments	A new VASH Case Manager was hired by the VA in February 2019. She has been attending community events around the Leech Lake Reservation since then, such as the Two-Spirit Celebration in July and the Inger Local Indian Council meeting in December, as well as the October Stand Down in Bemidji. More outreach activities, including visits with the Local Indian Councils, are planned for 2020 to increase awareness of and participation in the VASH program. She checks in with the Tribal VSO frequently. Three additional homeless veterans have been referred, and are going through eligibility checks and searching for housing.	
Planned and Actual Outputs for 12-Month Program Year	Planned	APR - Actual
	Number of Households to be served in Year	20 8
APR: If the program is behind schedule, explain why	There was a vacancy in the VASH Case Manager position for several months during FY 2019, with the new Case Manager hired in February 2019. Leech Lake Housing Authority's Homeless Resource Program staff are working closely with the VASH Case Manager to plan a schedule of events to be attended in 2020 to increase community awareness of this program and generate more referrals.	

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)	Total IHBG (only) funds expended in 12-month program year (O)	Total all other funds expended in 12-month program year (P)	Total funds expended in 12-month program year (Q=O+P)
\$0.00	\$149,095.00	\$149,095.00	\$0.00	\$36,158.00	\$36,158.00

Maintaining 1937 Act Units, Demolition, and Disposition

Maintaining 1937 Act Units

Routine maintenance and Non-Routine maintenance will be driven by tenant reporting, yearly inspection process or community input. Preventative maintenance will be scheduled seasonally by the Maintenance Supervisor to address routine seasonal maintenance needed to keep housing unit systems in optimal working order. All unit systems are maintained by the Leech Lake Housing Authority staff: HVAC, electrical, plumbing, appliances, and carpentry components such as: walls, doors, windows, roofs. Tenant Advocates will provide assistance to tenants to foster compliance with lease agreements. This assistance will be conducted through home visits, phone contacts and Corrective Action Plan (CAP) monitoring. The Advocates will provide referral services on an as needed basis to program such as Family Preservation, county Social Services, Mental Health and financial assistance programs. Limited transportation services are provided for travel if the outcome of the travel is directly related to main

Demolition and Disposition

Currently, the LLHA has no plans for demolition or disposition of any of our 37 Act housing units.

Budget Information

Sources of Funding

Funding Source	Estimated (IHP) /Actual (APR)	Amount on hand at beginning of program year (F)	Amount to be received during 12-month program year (G)	Total sources of funds (H=F+G)	Funds to be expended during 12-month program year (I)	Unexpended funds remaining at end of program year (J=H-I)	Unexpended funds obligated but not expended at end of 12-month program year (K)
IHBG Funds:	Estimated	\$5,003,653.00	\$4,086,653.00	\$9,090,306.00	\$4,047,300.00	\$5,043,006.00	
	Actual	\$5,737,205.00	\$3,967,016.00	\$9,704,221.00	\$3,636,290.00	\$6,067,931.00	\$124,610.00
IHBG Program Income:	Estimated	\$1,274,575.00	\$338,040.00	\$1,612,615.00	\$553,040.00	\$1,059,575.00	
	Actual	\$1,715,624.00	\$862,945.00	\$2,578,569.00	\$442,256.00	\$2,136,313.00	\$0.00
Title VI:	Estimated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Actual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Title VI Program Income:	Estimated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Actual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1937 Act Operating Reserves:	Estimated	\$0.00		\$0.00	\$0.00	\$0.00	
	Actual	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Carry Over 1937 Act Funds:	Estimated	\$0.00		\$0.00	\$0.00	\$0.00	
	Actual	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
LEVERAGED FUNDS							
ICDBG Funds:	Estimated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Actual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Federal Funds:	Estimated	\$149,095.00	\$0.00	\$149,095.00	\$149,095.00	\$0.00	
	Actual	\$211,008.00	\$74,928.00	\$285,936.00	\$65,417.00	\$220,519.00	\$2,855.00
LIHTC:	Estimated	\$0.00	\$332,000.00	\$332,000.00	\$332,000.00	\$0.00	
	Actual	\$0.00	\$383,976.00	\$383,976.00	\$383,976.00	\$0.00	\$0.00
Non-Federal Funds:	Estimated	\$199,500.00	\$200,250.00	\$399,750.00	\$332,750.00	\$67,000.00	
	Actual	\$235,348.00	\$622,064.00	\$857,412.00	\$281,076.00	\$576,336.00	\$3,251.00
Total:	Estimated	\$6,626,823.00	\$4,956,943.00	\$11,583,766.00	\$5,414,185.00	\$6,169,581.00	\$0.00
	Actual	\$7,899,185.00	\$5,910,929.00	\$13,810,114.00	\$4,809,015.00	\$9,001,099.00	\$130,716.00

Uses of Funding

Program Name	Unique Identifier	Prior and current year IHBG (only) funds to be	Total all other funds to be expended	Total funds to be expended in 12-month	Total IHBG (only) funds expended in 12-month	Total all other funds expended in 12-month	Total funds expended in 12-month program
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		expended in 12-month program year (L)	in 12-month program year (M)	program year (N=L+M)	program year (O)	program year (P)	year (Q=O+P)
Operation of 1937 Act Housing	2019-1	\$893,785.00	\$553,040.00	\$1,446,825.00	\$1,487,223.00	\$128,174.00	\$1,615,397.00
Housing and Management Services	2019-2	\$480,000.00	\$0.00	\$480,000.00	\$466,077.00	\$4,885.00	\$470,962.00
Crime Prevention and Safety	2019-3	\$75,000.00	\$0.00	\$75,000.00	\$106,038.00	\$0.00	\$106,038.00
Modernization of 1937 Act Housing	2019-4	\$959,200.00	\$0.00	\$959,200.00	\$871,601.00	\$0.00	\$871,601.00
Operation of LIHTC Units	2019-5	\$0.00	\$332,000.00	\$332,000.00	\$0.00	\$383,976.00	\$383,976.00
Homeless Resource Program	2019-6	\$60,000.00	\$332,750.00	\$392,750.00	\$0.00	\$282,302.00	\$282,302.00
Operation of NAHASDA Housing	2019-7	\$246,215.00	\$0.00	\$246,215.00	\$94,929.00	\$29,780.00	\$124,709.00
Modernization of NAHASDA Housing	2019-8	\$48,800.00	\$0.00	\$48,800.00	\$55,634.00	\$0.00	\$55,634.00
Construction of Rental Housing	2019-9	\$672,000.00	\$0.00	\$672,000.00	\$18,472.00	\$0.00	\$18,472.00
VASH	2019-10	\$0.00	\$149,095.00	\$149,095.00	\$0.00	\$36,158.00	\$36,158.00
Planning and Administration		\$612,300.00	\$0.00	\$612,300.00	\$536,316.00	\$307,450.00	\$843,766.00
Loan Repayment (describe in 3 & 4 below)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total		\$4,047,300.00	\$1,366,885.00	\$5,414,185.00	\$3,636,290.00	\$1,172,725.00	\$4,809,015.00

APR	
APR	Not applicable

Other Submission Items

Useful Life/Affordability Period(s)	Leech Lake Housing Authority has elected to set the Useful life / Affordability Period at 25 years. It is the intention that all current Low Rent units will remain affordable for the entire life span of the unit.
Model Housing and Over-Income Activities	Not Applicable.
Tribal and Other Indian Preference Does the tribe have a preference policy?	YES Tribal and Indian Preference are given in the following areas of our operations: <input checked="" type="checkbox"/> Housing Applicants - Leech Lake Band member applicants receive 20 additional preference points and members of other federally recognized tribes receive 5 preference points on their applications for housing. <input checked="" type="checkbox"/> Employment - Employment applicants are given additional points during the interview process if the applicant is a Leech Lake Band member (5 pts) or member of another federally recognized tribe (3pts) <input checked="" type="checkbox"/> Contracting - Indian preference is given for the purposes of selecting subcontractors. Bids from Indian owned businesses are allowed a 10% variance from non-Indian owned businesses.
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?	NO
Does the tribe have an expanded formula area?:	

	YES									
	List each separate geographic area that has been added to the tribe's formula area and the documented number of tribal members residing there : The 2010 US Census reported 488 American Indians in Beltrami County. Service costs provided to this population is shared 50/50 with the Red Lake Band of Chippewa.									
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
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For each separate formula area, list the expended amount	<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
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IHBG Funds	\$0.00	\$0.00								
Funds from Other Sources	\$0.00	\$0.00								

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

IHP Tribal Certification

Tribal Name	Certification	Signature	Title	Certify Date
Leech Lake Band of the Minnesota Chippewa Tribe	N/A	N/A	N/A	N/A

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.	
2. You will use Davis-Bacon or HUD determined wage rates when required for IHBG-assisted construction or maintenance activities.	YES
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:	

Self Monitoring

Do you have a procedure and/or policy for self-monitoring?:	YES
Pursuant to 24 CFR § 1000.502 (b) where the recipient is a TDHE, did the TDHE provide periodic progress reports including the self-monitoring report, Annual Performance Report, and audit reports to the Tribe?:	YES
Did you conduct self-monitoring, including monitoring sub-recipients?:	YES
Self-Monitoring Results: Describe the results of the monitoring activities, including corrective actions planned or taken.	The LLHA does provide formal quarterly reports to the Tribal Council and the LLHA Board of Commissioner's. Self monitoring was conducted in house for Accounting, Collections, Admissions, Occupancy, and Maintenance. We will be addressing improvements needed on a quarterly basis with all program supervisors and will look into best practices and E/WONAP training during this current fiscal year.

Inspections

Activity (A)	Total number of Units (B)	Units in standard condition (C)	Units needing rehabilitation (D)	Units needing to be replaced (E)	Total number of units inspected (F=C+D+E)
1937 Housing Act Units:					
a. Rental	232	80	160	0	240
b. Homeownership	33	3	5	0	8
c. Other	76	27	49	0	76
1937 Act Subtotal:	341	110	214	0	324
NAHASDA Assisted Units:					
a. Rental	27	18	8	0	26
b. Homeownership	49	9	4	0	13
c. Rental Assistance	6	6	0	0	6
d. Other	119	85	34	0	119
NAHASDA Subtotal:	201	118	46	0	164
Total:	542	228	260	0	488

2. Did you comply with your inspection policy? YES

Audits

1. Did you expend \$750,000 or more in total Federal awards during the previous fiscal year ended (24 CFR 1000.544) ? If Yes, an audit is required to be submitted to the Federal Audit Clearinghouse. If No, an audit is not required.	YES
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Public Availability	
Did you make this APR available to the citizens in your jurisdiction before it was submitted to HUD (24 CFR § 1000.518)?	YES
If you are a TDHE, did you submit this APR to the Tribe	NO
If you answered No to question #1 and/or #2, provide an explanation as to why not and indicate when you will do so:	The APR wasn't presented to the RTC prior to the submission date due to there being no Tribal Council meetings scheduled between the completion of the APR and the submission. It is our understanding that there will be a Tribal Council briefing on February 4, 2020 in which the APR will be presented to the Tribal Council. Furthermore, the APR will be presented to the LLHA Board of Commissioner's on February 6, 2020 at our regular scheduled meeting. As noted previously: The LLHA presents written Quarterly reports to the Tribal Council and the LLHA Board of Commissioner's on a quarterly basis. The Quarterly reports are also presented in a public form at each RTC Quarterly meeting.
Summarize any comments received from the Tribe and/or the citizens :	No comments have been submitted at this time. The LLHA will log all comments received pertaining to the APR.
Jobs Supported By NAHASDA	
Number of Permanent Jobs Supported by Indian Housing Block Grant Assistance(IHBG):	50
Number of Temporary Jobs Supported by Indian Housing Block Grant Assistance(IHBG):	3
Narrative (Optional):	