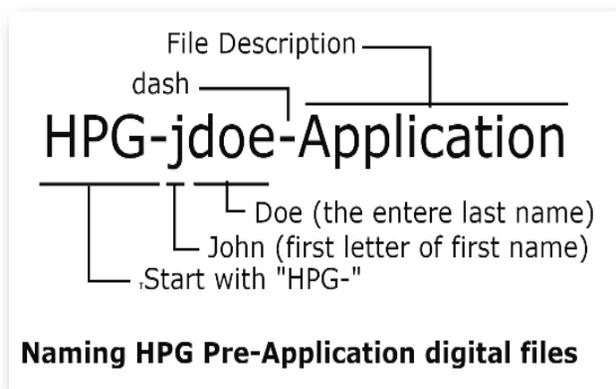




FY 2021 Housing Preservation Grant (HPG)

How to Apply

Digital Pre-Application: Applicants are encouraged but not required to submit a digital pre-application in response to this notice. The digital form is available on the BSRHA website at <https://www.bsrha.org/> Click on “[Programs](#),” scroll down to “Housing Preservation” then click the “[Download Application](#)” button.



Naming HPG Pre-Application digital files

Digital Pre-Applicants – please follow the instructions to the left to properly name your application and attachments.

Attach theme to an email with “HPG Application” and your name in the subject line to:

wrose@bsrha.org

Paper Pre-Applicants: Applicants wishing to submit a paper pre-application in response to this notice can pick up a blank application at the BSRHA main office front desk at 1008 Front Street in Nome, or at the local Village Tribal Coordinators office after 11/12/2021.

Paper applications may be submitted by mail to:

**HPG Application c/o Walter H Rose
Bering Straits Regional Housing Authority
PO Box 995
Nome, AK 99762**

Or delivered to the BSRHA front desk at 1008 Front Street in Nome in an envelope with your name and “HPG Application” written on the front. Applications post marked before the deadline will be accepted.

CONTINUE TO PAGE TWO FOR STEP BY STEP INSTRUCTIONS

If you have questions, contact Walter H Rose Phone (907)443-8612 email: wrose@bsrha.org during regular business hours.



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Pre-Application: Step by Step Instructions – Page 1

These instructions follow the form window by window from top to bottom.

Name, Tribal Affiliation, Contact Information, and Date: Supply the information requested in the spaces provided. If a second contact phone number is available, please enter it on the right side of the email address box.

Family Composition: Input the number of full-time occupants: adults, teenagers, and infants that live in the home. On the digital form the total on the right will automatically calculate. If a zero “0” appears in the total window of the paper application, then write the total number of residents next to it.

This is a low-income household: (check box) Using tax forms, pay stubs, etc., add up the annual income of all adult full-time household residents and then refer to the table below. If total household income is less than the number below “persons” then check the box.

If your household does not qualify as low-income then please do not apply.

You do not need to supply the documents you used to make income calculations with the pre-applications. We will only need these if your project is selected.

Refer to the number below the number of full-time residents in the household							
1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$52,584	\$60,096	\$67,608	\$75,120	\$81,130	\$87,139	\$93,149	\$99,158

I own the home I am applying to fix: (check box) Homeowners, including conveyed BSRHA homebuyers, are eligible to apply and should check this box. Homebuyers currently in the BSRHA are not eligible to apply until conveyed.

I am not receiving any other federal housing assistance: (check box) If you are not receiving other federal housing assistance then check this box. If you are receiving other Federal housing assistance, then you are not eligible.



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Pre-Application: Step by Step Instructions – Page 2

Bonus Points: (check boxes) This is a competitive pre-application. Five bonus points will be awarded for each check box selected. You are not required to supply documents containing personally sensitive information “proving” that these are true with the pre-application.

I have applied in the past: (check box) Previous applicants will receive 5 bonus points. (We will check our records to verify this is true).

I am an elder: (check box) If the applicant or the applicant’s spouse is an elder then the pre-application will receive 5 bonus points. Elders living in the home that are not the applicant or the applicant’s spouse do not qualify.

I am a veteran: (check box) If the applicant or the applicant’s spouse is a veteran, then the pre-application will receive 5 bonus points. Veterans living in the home that are not the applicant or the applicant’s spouse do not qualify.

I am disabled: (check box) If the applicant or applicant’s spouse is disabled, or if the proposed project is to assist a person with a disability, then check this box to receive 5 pre-application bonus points.

I am related to this BSRHA commissioner or employee (check box). If you check this box, then provide the name of the relative on the right. Relatives will not be allowed to discuss, vote upon, decide or take part in (formally or informally) matters related to your HPG application.

I am a currently elected tribal official and my position is (check box). If you check this box, then provide the name and position of the person on the right. If you check this box then the entity you hold a position with will not be allowed to discuss, vote upon, decide or take part in (formally or informally) matters related to your HPG application.

Home Constructed In (data box - year): Enter the year the home was constructed. If it is a very old home, and you are not sure exactly when it was constructed, then make an educated guess.

Number of Bedrooms (data box – number): Only count of rooms that were designed to be bedrooms. Do not count the living room, closets, or other areas not designed to be a bedroom, even if a full-time resident sleeps there every night.



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Pre-Application: Step by Step Instructions – Page 3

Is the home overcrowded (text box): Please provide your opinion. Consider the age, sex, and relationship of people living together in different rooms then answer this question. Words like “not overcrowded,” “overcrowded,” or “severely overcrowded” are acceptable.

Physical Location (text box) If the home has a street address then enter it in this box, otherwise enter the home location’s legal description (found on home ownership paperwork). If possible, also provide a map or aerial photograph showing the location of the home with the pre-application form.

What are You Applying to Fix (text box): Describe your project in a few sentences. Please note that this year we are prioritizing projects that discourage the spread of infectious diseases like COVID-19 by assisting with problems that might otherwise force people to move out of their homes.

Who do you plan to have do the work? Check only one box. Please note that having BSRHA do the work is not an option.

A contractor (check box) If you are located in a village and your mechanical / heating system needs repair then getting a bid from a plumber in Nome will be your best option. It is difficult to get a contractor to bid a small construction job in the villages. For these types of projects one of the other options below is better.

A qualified local tradesman (check box) A qualified local tradesman is the next best thing to a contractor in the villages. Ask a tradesman write up a scope of work, materials list, and labor estimate. Get pricing on the materials, delivered to the village if possible. Supply this information along with the pre-application. Also be sure to provide a summary of the tradesman’s skills and experience.

I plan to do the work myself (check box). If you are a qualified local tradesman then write up a scope of work and materials list, get pricing on the materials, and supply this information along with the pre-application. Also be sure to provide a summary of your skills and experience.



Housing Preservation Grant (HPG)

Pre-Application - Step by Step Instructions – Page 4

Please describe the current condition of every area in your entire home (twelve areas) - - do not skip this section, it is important.

Digital applicants select the best descriptive answer from the pull-down list. Paper form applicants write: “**Excellent**,” “**Good**,” “**Average**,” or “**Bad**” in the box.

Tell us how much this job will cost, labor and materials. (Number-boxes) Put numbers in these boxes that match your materials and labor estimates.

Essay Questions

The selection committee is going to take a close look at what you say here. If there is not enough room on the form then paper applicants may attach a separate piece of paper, and digital applicants may attach a separate computer file. Paper applicants should put their name at the top, and computer users should properly name their file.

Below I give examples of the types of questions you might ask yourself. These are intended to get you thinking along the right lines, but what you say is entirely up to you.

Explain why this project is badly needed:

Is the problem getting worse? What will happen if it doesn't get fixed? The selection committee will give preference to badly needed projects.

What have you done in the past to try and fix this?

Have you been trying to fix it yourself? Did you try to borrow money and get turned down? Did you inquire about or apply for assistance from other entities? The selection committee will give preference to pre-applicants that have been trying to get it fixed

Why is this a low-risk project that will produce lasting benefits?

What if the project costs more than you thought it would? What if other problems appear while work is underway? When the project is complete who will do the maintenance?

Questions??? Contact: Walter H Rose email: wrose@bsrha.org (907)443-8612