



Chehalis Tribal HOUSING AUTHORITY

Resolution No. 2023-06-14

Of the Chehalis Tribal Housing Authority (“CTHA”)

RE: Approving the Rental Calculation Method & Procedures.

Whereas: CTHA is an independent entity under NAHASDA tasked with providing HUD / IHBG housing on the Chehalis Reservation; and

Whereas: CTHA is governed by a Board of Commissioners with day-to-day operations vested in the Executive Director, all in compliance with HUD regulations; and

Whereas: CTHA wishes to have Board approval for the proposed IRS Method Calculation for the purpose of calculating rent, a copy of Admissions & Occupancy Policy which is attached hereto and made a part hereof;

- IRS Form will be the primary form of calculation, which will include only the following uses of Income for the purposes of calculating rental obligations:
 - A copy of all the household member(s) Adjusted Gross Income on the IRS Form 1040 tax return
 - GWE is **excluded** from this calculation
- Should a household have no reported income through this method the calculation must default to the Section 8 method.

Whereas: CTHA wishes to have Board approval for the proposed Section 8 Method Calculation for the purpose of calculating rent, a copy of Admissions & Occupancy Policy which is attached hereto and made a part hereof;

- Section 8 Form which will include only the following uses of Income for the purposes of calculating rental obligations:
 - Program Guidance 2013-05R
 - GWE is **included** for this calculation
 - However, when only using GWE for the purposes of calculating rent obligations, only the allocated amount associated with housing costs shall be used, the remaining amounts shall be excluded from the calculation.

In addition, Rent obligations shall not exceed the 30% AGI of the household income.

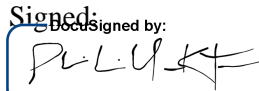
Whereas: CTHA wishes to have Board remove the Long Form Census method from rental calculations, a copy of Admissions & Occupancy Policy which is attached hereto and made a part hereof;



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Now Therefore Let It Be Resolved: That the Board of CTHA does hereby approve the above methods of rental calculations and Admissions & Occupancy Policy attached hereto.

Certification: This Resolution, Number 2023-06-14, was duly considered and approved at a regularly scheduled meeting of the Board of CTHA held on June 26, 2023, at which a quorum was present. The vote being 3 For, 0 Against, with 0 Abstentions.

Signed: 

June 26, 2023 | 1:09:30 PM PDT

Chairman
Philip Youckton

Attested: 

June 26, 2023 | 1:30:41 PM PDT

Secretary
Danial Penn

Certificate Of Completion

Envelope Id: 99DCE9919C4448F095BF29684BC791DB	Status: Completed
Subject: IRS Method Resolution 6.14.23.docx	
Source Envelope:	
Document Pages: 2	Signatures: 2
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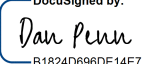
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Signer Events

Dan Penn
 dpenn@chehalistribe.org
 BOC Secretary
 Chehalis Tribal Housing Authority
 Security Level: Email, Account Authentication (None)

Signature

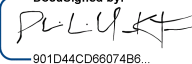
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Philip Youckton
 pyouckton@chehalistribe.org
 Security Level: Email, Account Authentication (None)

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	6/26/2023 1:03:54 PM
Signing Complete	Security Checked	6/26/2023 1:09:30 PM
Completed	Security Checked	6/26/2023 1:30:41 PM

Payment Events

Status

Timestamps

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: criffe@chehalistribe.org

To advise Chehalis Tribal Housing Authority of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at criffe@chehalistribe.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to criffe@chehalistribe.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to criffe@chehalistribe.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Chehalis Tribal Housing Authority as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Chehalis Tribal Housing Authority during the course of your relationship with Chehalis Tribal Housing Authority.