

# **HOUSING IMPROVEMENT PROGRAM (HIP)**

## **COMMUNITY HOUSING & INFRASTRUCTURE DEPARTMENT**

The Housing Improvement Program (HIP) is a federally funded program by P. L. 93-638 contracts. The program is to improve the living standards by providing decent, safe and sanitary homes within the territorial boundaries of the Navajo Nation. HIP provides housing assistance through home repairs, renovations, replacement of existing house or new construction to assist very-low income families and/or individual(s) living in substandard housing and have no other resources for housing assistance. The four factors use for eligibility requirements is outlined in 25 Code of Federal Regulations (C.F.R.) Part 256. The four factors are: Annual Household Income, Age persons, Disability Individual and Dependent children. The applicants must submit a complete housing application and all required documents to HIP Agency Office before ending date. All applications received are reviewed and screened to determine eligibility for housing assistance.

### **ELIGIBILITY REQUIREMENTS**

- Must be an enrolled member of the Navajo Tribe.
- Must be living in the Navajo Tribal service area.
- Total annual household income must not exceed 125% of the Federal Poverty Income Guidelines (FPIG). Applicants with an annual household income exceeding 125% of the FPIG are not eligible for the program.
- Your present housing must be sub-standard.
- Meet the ownership requirements, including a finalized and approved Homesite Lease with Archeological Clearance report in the applicant's name.
- Have no other resource for housing assistance.
- Have not received any other type of federal government sponsored housing program assistance since October 1, 1986.

### **REQUIRED DOCUMENTS**

- Housing Application, BIA Form 647
- Certificate of Indian Blood
- Proof of Income Documents:
- Finalized and Approved Homesite Lease in Applicant's name
- Archeological Clearance Report in the Applicant's name (if applicable)
- Physician's Certificate Form
- Housing Assistance Certification Form
- Release of Information Authorization Form

If you have any questions on the program, need additional information or to obtain a housing application, you can contact or go to Housing Improvement Program Agency Office.

**LaVerne Benally, Program Manager**

HIP Central Office  
Building #2474, Field House Road  
Fort Defiance, Arizona

**Fort Defiance Agency HIP Office**

PO Box 527, Fort Defiance, AZ 86504  
(928) 729-4017 \* Fax # (928) 729-4277  
Building #2474, Field House Road  
Behind Old Ft. Defiance Chapter House

**Eastern Agency HIP Office**

PO Box 1871, Crownpoint, NM 87313  
Building #1308, South of Old Dept. of Public Safety off Main Road, Route 9

**Shiprock Agency HIP Office**

PO Box 40, Shiprock, NM 87420  
(505) 368-1393 \* Fax (505) 368-1395  
North Hwy 491 by Dine Church, Brown Triple wide trailer

**Chinle Agency HIP Office**

PO Box 1121, Chinle, AZ 86503  
(928) 674-2260 \* Fax (928)674-2260  
Behind the Chinle Chapter House in the HIP/LGSC Agency Office, SE Corner

**Western Agency HIP Office**

PO Box 1025, Tuba City, AZ 86045  
(928) 283-3055 \* Fax (928) 283-3083  
Building #2494, Edgewater Drive, East of NTUA Building