

Provision of Individual Facilities

Indian Health Services

Well & Septic Application

INDIAN HEALTH SERVICE - APPLICATION FOR SANITATION FACILITIES



RESERVATION:

APPLICANT NAME (please print):

ENROLLMENT NO.:

CURRENT HOME ADDRESS:

CITY:

STATE:

ZIP:

CURRENT MAILING ADDRESS:

P.O. BOX:

CITY:

STATE:

ZIP:

CHECK BOX IF SAME AS HOME ADDRESS

ADDRESS OF NEW HOME (if applicable):

CITY:

STATE:

ZIP:

CELL OR HOME PHONE:

WORK PHONE:

EMAIL (email will only be used by IHS to correspond with you regarding your application and proposed facilities):

SERVICES REQUESTED:

WATER: NEW SERVICE OR RENOVATION

SEWER: NEW SERVICE OR RENOVATION

HAVE YOU EVER BEEN SERVED BY THE INDIAN HEALTH SERVICE BEFORE?

YES NO

IF YES, WHAT YEAR WERE YOU SERVED? _____

HAS THE SITE BEEN SERVED BY THE INDIAN HEALTH SERVICE BEFORE?

YES NO

IF YES, SERVED UNDER WHOSE NAME? _____

HOME/SITE INFORMATION:

WHAT IS THE LAND STATUS OF THE HOME SITE?

TRUST LAND OR TAXABLE LAND

WHAT IS YOUR OWNERSHIP STATUS OF THE HOME?

OWN LEASE RENT

WHAT IS THE HOUSE CONSTRUCTION TYPE?

STICK BUILT MOBILE MODULAR OR MANUFACTURED

WHAT TYPE OF FOUNDATION DOES THE HOME HAVE?

BASEMENT SLAB CRAWL SPACE

WHAT YEAR WAS THE HOME CONSTRUCTED OR INSTALLED ONSITE? _____

DOES THE HOME HAVE ELECTRICAL SERVICE?

YES NO

ARE YOU CURRENTLY RESIDING IN THE HOME?

YES NO

IF YES, HOW LONG HAVE YOU BEEN IN THE HOME? _____

IF NO, WHAT IS THE PROPOSED OCCUPANCY DATE? _____

OF BEDROOMS: _____

OF BATHROOMS: _____

OF PEOPLE IN THE HOME: _____

IF AN EXISTING HOME, PLEASE DESCRIBE THE CURRENT ISSUES WITH YOUR WELL AND/OR SEPTIC SYSTEM:

NOTE TO APPLICANT: PLEASE ATTACH A MAP SHOWING THE LOCATION OF YOUR HOME. IF AVAILABLE, PLEASE PROVIDE A SURVEY MAP OF YOUR HOME SITE SHOWING LOT LINES.

INDIAN HEALTH SERVICE - SANITATION FACILITIES CONSTRUCTION PROGRAM

INFORMATION FOR THE APPLICANT

Public law 86-121 allows the Indian Health Service to assist members of Federally recognized Native Tribes in obtaining a potable drinking water supply and a safe means of disposing of waste water for their home use, provided that funds are available and that the homes meet basic standard of living requirements (well insulated, have electricity, indoor plumbing, etc.).

Applications received late in the year, especially for those sites that require mound-type septic systems, may not allow sufficient time for service during the current construction season.

APPLICANT'S RESPONSIBILITIES AND CONDITIONS FOR SERVICE

(READ CAREFULLY, THIS IS A LEGAL DOCUMENT)

- 1 This is an application for service. The provision of sanitation facilities is dependent on Indian Health Service (IHS) site review, verification of home construction, improvements, and availability of funds.
- 2 No services can be provided without a completed and signed application for sanitation facilities form.
- 3 This application must be submitted to the Tribe associated with the service area that contains the homesite property. The Tribe will forward the application to IHS.
- 4 Applicant must provide proof of a legal claim to the land (e.g. copy of a lease or deed). Attach a copy of the lease or deed to this application and return to the Tribal representative.
- 5 The homesite must be the primary residence of the applicant. No services can be provided to other than primary residences.
- 6 Applicant agrees to grant access to the IHS, Tribe, and contractor(s) to enter onto the premises as needed to complete inspections and the construction of the proposed sanitation facilities.
- 7 Prior to the initial site visit from an IHS representative, the applicant must locate property corners and the proposed house location (new homes only).
- 8 The home must meet current housing codes, be in sound condition with fully operable plumbing (including provisions against freezing in the winter, i.e. mobile homes must be skirted), and have 230v electrical power.
- 9 For homes with slabs, the applicant will provide cut outs for the water/sewer connections at the locations required for services; for homes with basements, provide sleeves for water/sewer service connections at the locations/elevations required for the services. If cut-outs/sleeves are not provided, the Contractor will stop five (5) feet outside of the building and the owner will be responsible for the connections to the interior plumbing.
- 10 Under public law 86-121, IHS cannot own, operate, or maintain the installed sanitation facilities. All facilities will be transferred to the applicant when construction is completed and the applicant will be responsible for proper operation and maintenance. For connections to community facilities, the applicant's responsibility is mandated by the applicable utility authority.
- 11 Well water quality will be tested for certain parameters to ensure that it does not pose a health threat in accordance with applicable codes and ordinances. In the event that the water quality is found to pose a health risk, the applicant agrees to allow a water treatment system to be installed to provide a safe water source.
- 12 Applicant is responsible for any construction costs that exceed the IHS cost cap. If costs to install a water and/or sewer facility are anticipated to exceed the current IHS cost cap (\$54,500 for water and sewer or \$36,400 for one service only, water or sewer), IHS will consult with the applicant and Tribe prior to construction start.
- 13 IHS will provide written approval to the Tribe for construction to proceed once the environmental review is completed, all appropriate permits are obtained and the availability of project funding is verified. Work completed prior to the IHS approval will not be reimbursed.

It is strongly recommended that development of new sites not occur until availability of water and sewer service has been determined. It is further recommended that occupancy of new homes not occur prior to receipt of sanitation facilities.

I understand the applicant's responsibilities and conditions for service as described, and I agree to the IHS verifying information provided on this application.

APPLICANT SIGNATURE:

DATE:

TRIBAL REPRESENTATIVE SIGNATURE:

DATE:

ELIGIBILITY OF HOMES FOR SERVICE

A. Background:

This guideline discusses criteria necessary for sites to be eligible for service under P.L. 86-121 projects.

B. General:

The mission of the Bemidji Area Indian Health Service, Sanitation Facilities Construction (SFC) program, in partnership with area tribes, is to improve the health of the American Indian people by improving the environment in which they live. The BAO SFC program accomplishes this mission by providing American Indian homes with access to safe water supplies, adequate means of waste disposal, and other essential sanitation facilities. An additional goal is to build tribal capacity to operate and maintain the facilities provided in a safe and effective manner to assure continued health protection and benefits into the future.

Each request for service through the SFC program must be evaluated against several eligibility criteria, including:

- Eligibility of the individual,
- Eligibility of the homes,
- Eligibility of the service,
- Eligibility of the sanitation facilities.

This guideline discusses the criteria for eligibility of homes.

C. Definition of Homes and Eligibility:

1. Eligible Homes: A Home is defined as a 24-hour year-round family dwelling. Therefore, an eligible home must also be the primary Residence of the applicant or Indian family. Categories of Eligible Homes include:
 - a. New Homes: Newly constructed or manufactured homes constructed with non-HUD housing program funds.
 - b. Like-New Homes: Existing homes that are certified to be as functional and long lasting as a new home.
 - c. Existing Homes: Any home not meeting the criteria for a like-new home.
2. Ineligible Homes: Examples of residences which are not eligible for service under the SFC program include:
 - a. All homes built under HUD funded Indian housing programs and still under management by the Tribally Designated Housing Entity (TDHE).
 - b. Second homes or vacation homes:
 - c. Lake cabins or other permanent structures used on a seasonal basis which are only occupied for a portion of the year and are not considered to be primary residences.
 - d. Travel trailers and campers.

3. **Other Homes:** Homes in this category may be considered eligible under limited circumstances. These situations should be referred to the District Engineer on a case by case basis for clarification.
 - a. **Mobile Homes:** These homes are considered eligible provided they are permanently located, sound condition and meet the requirements in paragraph D. Mobile homes need not be new.
 - b. **Rental homes:** Rental homes are generally not eligible except in some limited circumstances. Homes in this category may be submitted to the Director, DSFC for consideration.
 - c. **Homes of Medical Referral Patients:** These homes are deemed eligible even if they do not meet new or like-new criteria. Specific limitations and restrictions apply based on the type of funding to be used.

D. Condition of Homes:

Homes shall be in sound condition and must meet acceptable construction standards for size, health, and safety as determined by the Tribal Environmental Health Department. It must be properly and safely supplied with an electrical system, and have fully functioning plumbing and fixtures for a full bathroom and kitchen. It must be a permanent structure. Mobile homes must have their wheels removed, adequate skirting installed, a permanent foundation (i.e blocking), and permanent electrical service.

E. Funding Sources for Eligible Homes:

Congress appropriates funding to the Indian Health Service to provide sanitation facilities for eligible persons, homes, services and facilities. There are two main types of SFC projects for which these funds are appropriated to the IHS, housing support projects and regular projects.

1. Housing Support Projects:

- a. Housing funds are appropriated to provide adequate sanitation facilities for newly constructed (non-HUD) homes and eligible like new homes. Sanitation facilities provided can include:
 - Individual onsite water and/or sewer facilities.
 - Water and sewer service lines to community facilities.
 - Upgrades to community water and sewer facilities for newly connected new and like new homes.
- b. Housing support projects funded by IHS may serve only these homes:
 - Newly constructed, except HUD funded housing projects, or HUD financed new homes,
 - Newly renovated homes, including Bureau of Indian Affairs Housing Improvement Program (BIA-HIP) homes,
 - Like new homes for applicants that have not received prior IHS service,

- Like new homes that are new to the site during the current or previous funding year, and
 - Existing homes renovated to like new condition within the past 24 months.
2. Regular Project funds are appropriated to provide adequate sanitation facilities for existing Indian homes. The sanitation deficiencies of existing homes and communities are determined and reported annually by IHS in terms of projects to meet those needs.
- a. All homes that are more than two years old and do not meet the criteria in item E.1 may only be served with Regular Funds. These homes must meet the basic requirements identified in paragraph D.
 - b. Homes served with Regular funds must be included in a project funded through the Sanitation Deficiency System (SDS) and will be served in priority order.

F. Site Requirements For Eligible Homes

The site upon which the home is to be located must meet the following requirements:

1. **Lot Size and House Location:** The lot must be large enough based upon the house location approved by IHS for the installation of the water line and septic tank/disposal system and have appropriate separations between water and waste facilities. Normally, individual wells are required to be placed at least 100 feet away from the waste disposal systems. This separation requirement applies to all existing and replacement drainfield areas. There must also be enough room on the lot to allow for 100% future expansion of the disposal system.

In cases where the house location is changed from that approved by IHS, site approval may be withdrawn. Examples of reasons to terminate site approval include the following: inadequate separation distances, insufficient room available for disposal system replacement, or increased costs to serve the site.

2. **Written Commitments from the Tribe:** Written commitments from the Tribal Government concerning the new homes to be built and the homes to be improved shall be adequate for including homes in projects. The Tribal Government shall also be requested to certify that homes will be occupied full time.

If the necessary facilities are installed and the homes are not improved or occupied full time as indicated by the Tribal Government this will be considered when establishing priorities for funding future projects. In general, the Tribe will be requested to reimburse IHS for the cost of facilities provided to sites which are not occupied or improved within 1 year of provision of the services by IHS. IHS will not proceed with new projects until the reimbursement has been received by IHS.

3. **Required Improvements to the Site:** The Tribe or homeowner is expected to make any improvements that are required to the sites to allow for the installation of the sanitation facilities. Such improvements would include clearing the site of vegetation, debris, junk cars (or anything else that would inhibit access), providing a suitable driveway and house foundation, providing electrical power and anything else required to make the site serviceable.
4. **Waste Disposal:** When a community sewer system is not available, the soil shall be tested to verify if the local conditions will allow an individual waste disposal system. The test involves a soil analysis which should be accomplished prior to the home-being placed on site. If the soils do not provide adequate percolation, or if there is a high groundwater or bedrock condition then the site may not be approved for service by IHS.

Due to the uncertainty of experimental systems, sites requiring alternative systems shall, in most cases, be rejected for service by IHS. In some cases, alternative systems may be considered for sites which have been continuously occupied up to the present for at least two years. IHS will consider national, state, and local codes in the design of on-site wastewater treatment systems.

5. **Community Water System:** The site must be close enough to the community water system to allow for the installation of the water service line. The homeowner must obtain permission from the Tribe to be connected to the community water system. If a community or municipality water system is within reasonable distance there will be no consideration given by IHS to provision of a private well. A community water system is always preferred due to quality and quantity of water available.
6. **Individual Water System:** At locations where no community water system exists, the local ground water conditions must be suitable for the development of an individual well in an economic manner. If groundwater data and local well logs indicate that the area has favorable conditions, then a decision to drill on the site may be made by the Project Engineer. Drilling will not proceed until the homeowner has met all of his/her responsibilities with respect to preparation for service. A decision to drill does not guarantee that water will be obtained in sufficient quantity or of an acceptable quality to serve the site. Treatment of poor quality water is not provided by the Indian Health Service. Well drilling should be completed and approved water tests received before additional construction at the site is started.
7. **Electrical Power:** Suitable electrical power must be readily available before construction starts. On sites where an individual well is planned, electrical power must be on site after a successful pump test. In these cases, the homeowner must show that electrical power is scheduled, by providing a copy of the work order or the deposit receipt from the power company. This documentation must be provided before the drilling starts.

8. **Land Status:** The homeowner must have the legal right to reside on the land where the home is to be placed. The land on which the home is located must be owned by the applicant(s). The application must be submitted in the name of the Indian spouse and the Indian spouse must have either full or joint ownership of the land. Copies of documents which verify the land status must be supplied as follows:

- Individuals on Tribal land must provide a Tribal homesite lease from the Tribe or BIA.
- Individuals on private land must provide a copy of the "Deed".
- Individuals on sites owned by an individual other than the applicant must provide a 20 year lease.

Craig Morin
Craig Morin
Director, DSFC

Attachments: NONE
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