

# **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 MAILING ADDRESS:

CURRENT STREET ADDRESS (FIRE #):

MAILING ADDRESS OF NEW HOME (IF DIFFERENT FROM ABOVE):

STREET ADDRESS OF NEW HOME (FIRE #):

HOME PHONE:

WORK PHONE:

EMAIL:

Please note your 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 you want served been served by the Indian Health Service before?  YES  NO  
 If yes, served under whose name?

**HOME INFORMATION:**

Is the home site on  TRUST LAND  TAXABLE LAND

Do you:  OWN  LEASE  RENT Type of structure:  MOBILE HOME  HOUSE

Approximately what year was the home built (or if mobile home, moved to the site)?

Are you living in the home now?  YES  NO If yes, how long have you lived in the home?  
 If no, when will the home be ready for occupancy?

Number of bedrooms in your home? \_\_\_\_\_ Number of bathrooms in your home? \_\_\_\_\_

Number of people which will occupy your home? \_\_\_\_\_

Does your home have electric service?  YES  NO If no, when will electric service be provided?

Have there been any major improvements to the plumbing or rooms added to the home in the past year?  YES  NO  
 If yes, please describe.

Is there an:  EXISTING WELL AND/ OR  SEPTIC SYSTEM at the home site?

Are you having any problems with the  WELL AND/ OR  SEPTIC SYSTEM? Please describe.

**SITE INFORMATION: THIS INFORMATION IS IMPORTANT. IT WILL HELP SOMEONE FROM THE INDIAN HEALTH SERVICE LOCATE AND VISIT YOUR HOME SITE.**

LEGAL DESCRIPTION OF HOME SITE: \_\_\_/4 OF \_\_\_/4 OF SEC. \_\_\_ T \_\_\_ N R \_\_\_ EW

Please attach a location map from a plat book showing the location of your home, or on the back of this form, please draw a map to your home, providing distances and directions from named paved roads, and a description of your home (or a neighbor's home) including color and /or size.

If available, please provide a survey map of your home site showing the property corners and dimensions of your home.

**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. Approval of a site by IHS will be determined on a case by case basis and will depend on the amount of funds available. The Tribe will set the priority of service on sites approved by IHS.

**APPLICANT ROLES AND RESPONSIBILITIES**

In signing this application, the applicant hereby agrees to the following terms and accepts all responsibilities to be completed by homeowner. The homeowner shall:

1. Provide proof of his or her legal right to reside on the site (e.g., a copy of a lease or deed). Attach a copy of the lease or deed to this completed application and return it to the tribal representative.
2. Grant access to the IHS, Tribe, and Contractor to enter onto the premises as needed to complete construction of the proposed sanitation facilities.
3. Stake the property corners and the proposed location of home, if it is not yet on site, prior to a visit by a representative of IHS. If the home location is moved after the soil evaluation has been completed, a new soil evaluation may be required, which will delay service.
4. Complete clearing and grubbing for the facilities to be installed.
5. Ensure the home meets current housing codes, is in sound condition with fully operable plumbing (including provisions against freezing in the winter, i.e. mobile homes must be skirted), and has 230V electrical power. Homes shall require only one sewer and one water connection.
6. For homes with slabs, provide cut-outs for water/sewer service connections at the locations required for the 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, Contractor will stop five (5) feet outside of building and the homeowner will be responsible for the water and sewer tie-ins to the interior plumbing.
7. Complete finish landscaping including seeding and mulching (if desired) on disturbed areas.
8. Provide for the proper operation and maintenance of the sanitation facilities after the date the system was put into use. System failures that occur within the first year after this date, which are determined to not be the fault of the homeowner, are covered by a 1-year warranty.
9. Be responsible for any construction costs that exceed the IHS site cost cap. The cost cap for sites receiving both water and sewer facilities is \$43,900.00 and for sites receiving only water or sewer facilities is \$29,300.00.

**DRAW MAP HERE**

(Please include details as listed on bottom of page 1)

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 B.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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