



## BIA Application Documentation Checklist

All of the following information must be submitted for your application to be reviewed:

- BIA Housing Assistance application — Fully completed.  
Initial all pages and sign page 4 (attached)
- Pay Stubs for all applicants
- 2021 W-2s and 1099s
- 2021 Tax Returns — sign page 2
- Unearned income statements, most current — i.e., Social Security, VA, unemployment, SNAP, TANF, APA, Child Support, Retirement Income, and others
- Copy of Tribal Enrollment Card # or Certificate or Indian Blood Card
- Home renovation grants will require proof of ownership
- BIA down payment assistance program will require a lender's preapproval letter

We may need to collect additional information or documentation from you based upon information contained in the documentation you bring in on this checklist.

RurAL CAP providing a BIA Housing Assistance application does not guarantee approval or eligibility through BIA for a grant award.

If you have any questions, please feel free to contact:

**Rural Community Action Program, Inc. (NMLS #396638)**

**Bob Marquez, Rural Housing Planning Manager**

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**What is the BIA Home Improvement Assistance Program (HIP)?**

The BIA Housing Improvement Program is a home repair, renovation, replacement, and new housing grant program for American Indians and Alaska Native (AI/AN) individuals and families who have no immediate resource for standard housing and is administered by the Bureau of Indian Affairs (BIA) and federally recognized Indian Tribes.

**What can Grant funds be used for?**

- **Category (A)** — Provides up to \$7,500 in housing repairs for conditions that threaten the health and/or safety of the occupants.
- **Category (B)** — Provides up to \$60,000 in repairs and renovation to improve the condition of a homeowner’s dwelling to meet applicable building code standards.
- **Category (C)** — Provides a modest new/replacement home if a homeowner’s dwelling cannot be brought to applicable building code standards.
- **Category (D)** — Provides down payment assistance for individuals to use with Tribal housing programs and/or other participating lenders (up to 30% or \$75,000 max).

**Who is eligible?**

To be eligible for BIA HIP assistance, you must meet the following requirements:

- Be a Tribal citizen of a federally recognized American Indian/Alaska Native nation/be able to provide Certificate of Indian Blood
- Have an income that does not exceed 150% of the U.S. Department of Health and Human Services (DHHS) Poverty Guidelines

**How do I apply?**

Complete the attached application and provide supporting income documents — see attached checklist and instructions.

**Who can answer my questions?**

Rural Alaska Community Action Program, Inc. (NMLS 396638)

Bob Marquez, Rural Housing Planning Manager

Email: [bmarquez@ruralcap.org](mailto:bmarquez@ruralcap.org)

Phone: (907) 227-4848

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HOUSEHOLD INCOME LIMITS	
Household Size	Income Limit
1	\$25,486
2	\$34,336
3	\$43,186
4	\$52,036
5	\$60,886
6	\$69,736
7	\$78,586
8	\$87,436
9	\$96,286
10	\$105,136
11	\$113,986
12	\$122,836
Each Person Over 12 Add:	\$8,851