



Community Housing Infrastructure Department (CHID) Council Delegate Shawna Ann Claw Status Report: Work Order #1, #5 & #6

Prepared For: Council Delegate – Shawna Ann Claw

Date: September 18, 2026

Subject: Status Update on Manufactured Home Deliveries and Completion for the Chinle Chapter

I. Executive Summary

This status report provides a comprehensive update on manufactured home deliveries and infrastructure development for the Chinle Chapter within Council Delegate Shawna Ann Claw's region.

Key Updates:

- **Work Order #1 (WO1):** This work order does not have any homes slated for Delegate Claw
- **Work Order #5 (WO5):** This work order does not have any homes slated for Delegate Claw
- **Work Order #6 (WO6):** Executed on April 22, 2026, and this work order currently involves seven homes. Production and site installations have commenced. Seven field assessments have been conducted. Three homes have been delivered and set for chapter under Delegate Claw.

Administrative & Infrastructure Developments:

- **Oversight Transition:** Legislation has been passed to transition project oversight from the Division of Community Development (DCD) to the Fiscal Recovery Fund (FRF). While DCD remains the active manager pending written direction, this transition has introduced uncertainties regarding contractor payments and project timelines.
- **Utility Assessments:** Field data collection and design drafting (PFLs) are progressing for all active sites to facilitate water, wastewater, and electric connections.
- **Regulatory Changes:** A verbal directive has been issued to halt utility coordination with the NTUA. DCD is maintaining current processes while awaiting official written confirmation of this change.

II. Project Scope Change

The housing units for Delegate Claw's recipients were initially included under Work Order #1. Following the Delegate's request to stop deliveries in early May 2025, these sites and homes were removed from the scope of Work Order #1.

Impact of Scope Change: The DCD removed all recipients from the Chinle Chapter from the original scope of Work Order #1, resulting in zero active units for the region under that Work Order.

Current Status and Next Steps for Chinle Chapter Recipients

- **Application Portal Reopening:** The application submittal portal for the Chinle Chapter has been reopened as of November 5, 2025, and closed on December 5, 2025.
- **Assessment Process:** The process of assessing applications has not begun. This is anticipated to be a long process involving thorough vetting to ensure all applicants meet and have fulfilled all necessary criteria to be deemed qualified. **A critical concern currently is determining which entity will be responsible for this assessment: the CHID department or the Chinle Chapter.**
- **New Work Order:** It is currently anticipated that these qualified recipients will be assigned to a new Work Order.
 - If the vetting and assignment process is completed within the next couple of months, these recipients may be placed on Work Order #5.
 - If not, they will be placed on a different, subsequent Work Order, which is currently anticipated to be established within the next month.

Critical Priority: Currently, priority is resolving the assessment responsibility question (CHID vs. Chinle Chapter), assessing the submitted applications, and formally deeming qualified recipients to move forward with the delivery process.

III. Constituent Home Delivery and Completion Status

Oversight Transition Update

A recent development has occurred regarding the oversight of ARPA projects and funding. The Navajo Nation has passed legislation to transition the overall oversight of these projects from the Division of Community Development (DCD) to the Fiscal Recovery Fund (FRF) program.

At this time, no formal direction has been given to DCD or CHID to hand over project management. Until such direction is received in writing, the DCD will continue to move forward with project execution. However, this transition has affected contractor assurance regarding payment and points of contact, as there is uncertainty regarding whether the new oversight body (FRF) will issue different directions. These factors have collectively impacted project timelines and the overall structure of the program.

IV. Utilities Assessment Update

A contracted team has been brought on to start and complete the utility assessments for all work orders to assess water, wastewater, and electric services. This comprehensive process is currently underway, and the following steps are being implemented:

Field Data Collection and Design Drafting

The field team is collecting detailed site data to develop the Project Facility Layout (PFL) designs:

- **Electric Assessment:** For electric service, the team is collecting photos of existing power infrastructure, documenting the locations of existing service poles, and measuring distances from the new manufactured home. This data is used to verify or revise the utility estimates that were provided by the Project Manager based on NTUA GIS data.
- **Water/Wastewater Assessment:** For water and wastewater, the team is documenting the homesite corners and boundaries, and collecting locations of existing facilities such as water meters, leach fields, and septic tanks. They are also collecting data on existing water lines and offering tap locations for new extensions to the home. Based on the new home's location, the team is proposing new septic systems.
- **Design Drafting:** Once the field data is collected, it is processed in the team's office, and a design is drafted in the form of a Project Facility Layout (PFL).

NTUA Quality Control and Construction Transition

Once PFLs are complete, they are submitted to the Navajo Tribal Utility Authority (NTUA). The subsequent steps are determined by the complexity (distance) of the utility extension:

- **For projects under 200 feet (Priority 1):**
 - If the project is under 200 feet, the PFL bypasses the NTUA QA/QC review and goes straight to the NTUA water/wastewater construction department.
 - NTUA has agreed to absorb and take over these projects once the PFL is complete and will implement them into their construction schedule.
- **For projects over 200 feet (Priority 2, 3, 4, Cistern/Solar):**
 - NTUA's third-party Quality Assurance/Quality Control (QA/QC) team is reviewing all water and wastewater designs that are over 200 feet.
 - If the design is incorrect, the QA/QC team provides "red lines," and the contractor must make corrections and re-submit for approval.
 - After approval, these projects are currently waiting for funding to start construction.

Recent Regulatory Developments

The Resources Development Committee (RDC) has recently questioned the inclusions of utility assessments. Consequently, a verbal directive has been issued to discontinue all utility coordination with the NTUA. While the Division of Community Development (DCD) is currently awaiting an official written directive to formalize this change, the department continues to move forward with existing processes until that written notice is received.

V. Work Order #5

There are no homes slated for this work order.

VI. Work Order #6

This section provides an update on the execution of Work Order Number Six (WO#6) for manufactured housing.

Work Order Number Six was executed on April 22, 2026, and will include seven manufactured homes for Delegate Claw's region. This work order utilizes the same vendor currently assigned to Work Order #1, Work Order #3 and Work Order #5.

The vendor has begun production, field assessments, deliveries and installations. All homes have completed field assessments. Three homes have been delivered and set. Four homes awaiting field assessments to be conducted for the chapter under Delegate Claw.

All Work Order #6 sites remain subject to physical site accessibility. If accessibility issues are encountered during assessment, delivery, or installation, an alternate site will be substituted to ensure project continuity.

Additionally, please note that chapters are actively substituting names, and this listing is subject to modification. Furthermore, more recipients may be added to this work order depending on remaining expenditure amounts.