

# Home Building Opportunities (HBO) Process



HBO provides a transparent process that expands upon the Leasing Law and the Residential Leasing Rule for the application, selection & entrance of a HBO Residential Lease through the Comprehensive Housing Division.

## HBO ELIGIBILITY

You are eligible for an HBO Residential Lease IF:

You are a tribal member or meet the non-tribal member requirements.

*Residential Leasing 1.4-1(a)*

and

Entering an HBO residential lease will not cause you to have more than 2 residential leases.

*Residential Leasing 1.4-1(b)*

and

You have preapproval or available financing for a minimum of 100K unless less is approved by the Land Commission **OR** have an eligible home to move to the site.

*HBO 1.4-1(b)*

**HBO ADVERTISING, SELECTION and LEASING** - Once a quarter CHD advertises all available HBO lots in the Kalih, on social media and on CHD's website. Newly available lots must be advertised for 30 calendar days before applications can be submitted. CHD Loan Officers are the point of contact during advertising/application. Applications may be submitted to the CHD front desk. *HBO 1.6-1* All applications must be submitted in the envelope provided by CHD with only address or lot number labeled on the outside. *HBO 1.6-2(a) and 1.6-3(a)* Each submittal requires a separate and complete application.

## PREMIUM APPLICATION PERIOD & SELECTION

Once a quarter following advertising, CHD shall accept applications for a 2 business day period referred to as the premium application period. Time do application submittal does not matter. *HBO 1.6-2*

Applications received shall be stapled with a raffle ticket with the corresponding raffle ticket placed into the drawing bin. *HBO 1.6-2(b)*

If there are multiple applications received for the same lot/address, those applications will be placed into a lottery. Application selection is based on the order drawn in the lottery. The first drawn ticket will be first in order for selection with all applications receiving a number.

*HBO 1.6-2(c)*

## STANDARD APPLICATION PERIOD & SELECTION

Any time not identified as a Premium Application Period, is a Standard Application Period. During Standard Application, the lots remaining after Premium Application are available on a first come first serve basis. *HBO 1.6-3*

Applications received shall be date and time stamped by CHD staff with selection based on the earliest date/time stamp application for the lot in question. *HBO 1.6-3(b) and (C)*

## ENTERING an HBO RESIDENTIAL LEASE

The selected applicant has 10 business days from the date of selection notice to enter a residential lease. *HBO 1.7-2*

If a lease is not entered in the time allowed, the applicant will be deemed noncompliant and ineligible and CHD will move on to the next applicant.

*HBO 1.7-3*

Within 30 calendar days from the date the residential lease is signed, the lessee shall submit a signed builder's contract to CHD and their lender.

*HBO 1.7-4*

Within 30 calendar days of the due date of the builder's contract, lessee shall submit a formal loan commitment to CHD. If the loan commitment expires before a trust lease is recorded with the BIA, a new formal loan commitment is due within 30 calendar days

*HBO 1.7-5*

Unless otherwise approved by CHD, all HBO lots must be ready to be owner occupied within 2 years from lease signing. Failure to comply may result in lease termination.

*HBO 1.7-6 and 1.7-7*