

**TO'HAIJILEE NAVAJO CHAPTER/CANONCITO BAND OF NAVAJOS
HOME SITE LEASE ASSISTANCE PROGRAM**

1. Purpose
 - a. The purpose of the To'Hajiilee Navajo Chapter/Canoncito Band of Navajos Home Site Lease Assistance Program is to provide assistance to community members in securing their home site/residential leases so as to establish long-term residency.
 - b. The program provides financial assistance on a cost-sharing basis for applicant to have their land survey and archeological survey completed, a requirement for securing a certified home site/residential lease, and become residents and voting members of the To'Hajiilee Navajo Chapter/Canoncito Band of Navajos Community.
2. Qualifications
 - a. The individual must be registered with To'Hajiilee Navajo Chapter; and
 - b. The individual must be a Canoncito Band of Navajo Member or descendant; and
 - c. A completed To'Hajiilee Navajo Chapter/Canoncito Band of Navajos Trust Land application; and
 - d. An updated Certificate of Indian Blood form; and
 - e. Individual must be 18 years old or older; and
 - f. Must have the cost sharing amount paid in full in money order form.
3. Restrictions
 - a. The applicant seeking home site lease assistance must be registered with To'Hajiilee Navajo Chapter for six months before assistance is considered and granted.
 - i. If individual recently turned 18, they must register within 30 days of their birthdate in order to be considered, if not, they will be held to the 6-month rule.
 - b. The proposed home site lease site must be within the To'Hajiilee Navajo Chapter Boundary/Canoncito Navajo Band Lands.
 - c. This is a one-time cost sharing award package for the survey, archaeological survey, and fish and wildlife fees.
 - d. If the name is on the list and payment is not received within one month of approval, the applicant will be moved to the bottom of the list.
4. Procedure
 - a. The applicant seeking a home site lease must complete an application packet (application form and Certificate of Indian Blood).
 - b. The applicant must meet with the Land Board Member to verify the location chosen is not designated for future development and is located near infrastructure.
 - c. Application packet will be put before the community during a duly called Chapter Regular Meeting for approval.
 - d. A Home Site Lease Assistance form must be completed with a payment of 40% of the total cost for the Survey, Archeological Survey, and Fish and Wildlife Reports,

in money order payable to To'Hajiilee Navajo Chapter to be given to the Community Services Coordinator.

- i. Example: Survey cost \$550.00 + Arch Cost \$350.00 + Fish & Wildlife \$20.00 = \$920.00 x 40% = \$368.00, but depends on current costs from the Surveyor and Archeologist.
 - e. The Accounts Maintenance Specialist will plan with the hired surveyor and archeologist to complete the work.
 - f. Receipt of the survey plat and archeological report will constitute a receipt for each type of assistance and the Navajo Nation Historic Preservation compliance form must be submitted to complete the packet.
 - g. The Home Site Lease Packet (application, CIB, Survey, Archeological Report and Compliance Form) will be forwarded to the Navajo Nation Fish and Wildlife Department for processing.
 - h. Upon submission of the packet to the Bureau of Indian Affairs Realty Services Office, a copy of the approved packet must be submitted to the To'Hajiilee Navajo Chapter Administrative Office to complete the file.
 - i. Homesite Leases shall be granted for a term on no more than sixty-five (65) years.
5. Canoncito Land Use Code Homesite Lease Residential Use Restrictions
 - a. A homesite lease is intended for residential purposes ONLY
 - b. Lessee shall not use any part of the homesite premises for any unlawful conduct or illegal activities.
 - i. Applicants shall not disturb or commence construction activities on the proposed site until the application receives an approved homesite lease signed by the Agency Superintendent or his authorized agent.
 - ii. A homesite lease shall not be issued if it is to be located within the boundaries of a mission site lease, other homesite lease, business site lease, or areas designate for business development, or other land withdrawals intended for community development of other purposes.
 - iii. A homesite lease shall not be issued if it is located within Seven Hundred Fifty (750) feet of a major highway right-a-way.
 - iv. A homesite lease is required prior to transporting Mobile homes or any other structures intended for use as a home on CBN lands.
 - v. The homesite lease premises may be fenced to avoid land disputes, control animals, and define boundaries.
 - vi. Lessee is prohibited from establishing a mobile home part or renting structure snot designated as the primary residence within a homesite lease.
 - vii. Lessee is prohibited from establishing more than one (1) Home building improvement as the primary residential structure, or mobile home within the leased premises. Lessee shall prohibit family members or others from establishing additional homes or mobile homes within the leased premises regardless of whether the premises is within a subdivision or a rural area.

- viii. The land encumbered by a homesite lease cannot be sold but the lease may be transferred or assigned to another qualified homesite lease applicant upon application and approval by the To'Hajiilee Navajo Chapter during a duly called Chapter meeting. For such transfers or assignments, the permanent improvements can be sold to the transferee or assignee at fair market value and subject to the terms of any mortgage(s) or Deed of Trust.
 - ix. Modern burial sites and graves are prohibited within homesite lease premises.
 - x. Livestock and corrals are prohibited within the homesite lease premises.
6. Amendments
- a. Amendments to the Survey and Archeological Assistance Program policy and procedures can be made as needed during a duly called chapter meeting.

