



KAW HOUSING AUTHORITY

#9 Kanza Lane · P.O. Box 371 · Newkirk, OK 74647

Office: (580) 362-6264 · Fax: (580) 362-3986

kawhousing@yahoo.com

Storm Shelter Policy

This program is designed to provide safe shelter and protection from violent storms, tornados, and unforeseen disasters for Kaw Housing Authority clients and their families. The Kaw Housing Authority will provide emergency shelters to all occupants living in Mutual Help Units or NAHASDA Units as funding is available.

- Applicant – An individual(s) who occupies real property that contains a Mutual Help or NAHASDA residence, owned and/or serviced by the Kaw Housing Authority, that needs to be improved by installation of a storm shelter. Applicant and household must qualify as a low-income family, whose income does not exceed eighty percent (80%) of the national median income, as set by HUD, at the time the assistance is provided. Income limits are adjusted for family size and are updated on an annual basis. Income verification shall not be more than thirty days old at the time the assistance is provided. The HUD income guidelines, as same may change from time to time, are hereby adopted and incorporated by reference;
- Application for Storm Shelter – a written form is to be signed and dated by an Applicant which includes information the Kaw Housing Authority will be used to determine whether the applicant qualifies for installation of a Storm Shelter. The form is attached to this policy.
- Primary Residence – the dwelling in which the Applicant resides. Applicant(s) who are participating in the Mutual Help Program as well as the NAHASDA Lease to Own Program are eligible to apply. An individual may only have one primary residence.

Applicant Requirements:

- CDIB or Tribal Enrollment Card, verification for applicant
- All required application forms completed
- No accounts in default or delinquent status owed to the Kaw Housing Authority
- Home must be applicant's primary resident
- Documentation from a physician if Applicant is handicap or disabled
- If an Applicant is selected, the Applicant will have 10 days to confirm his/her participation after approval letter is sent out.
- Income verification of all household members 18 years of age or older

Preference:

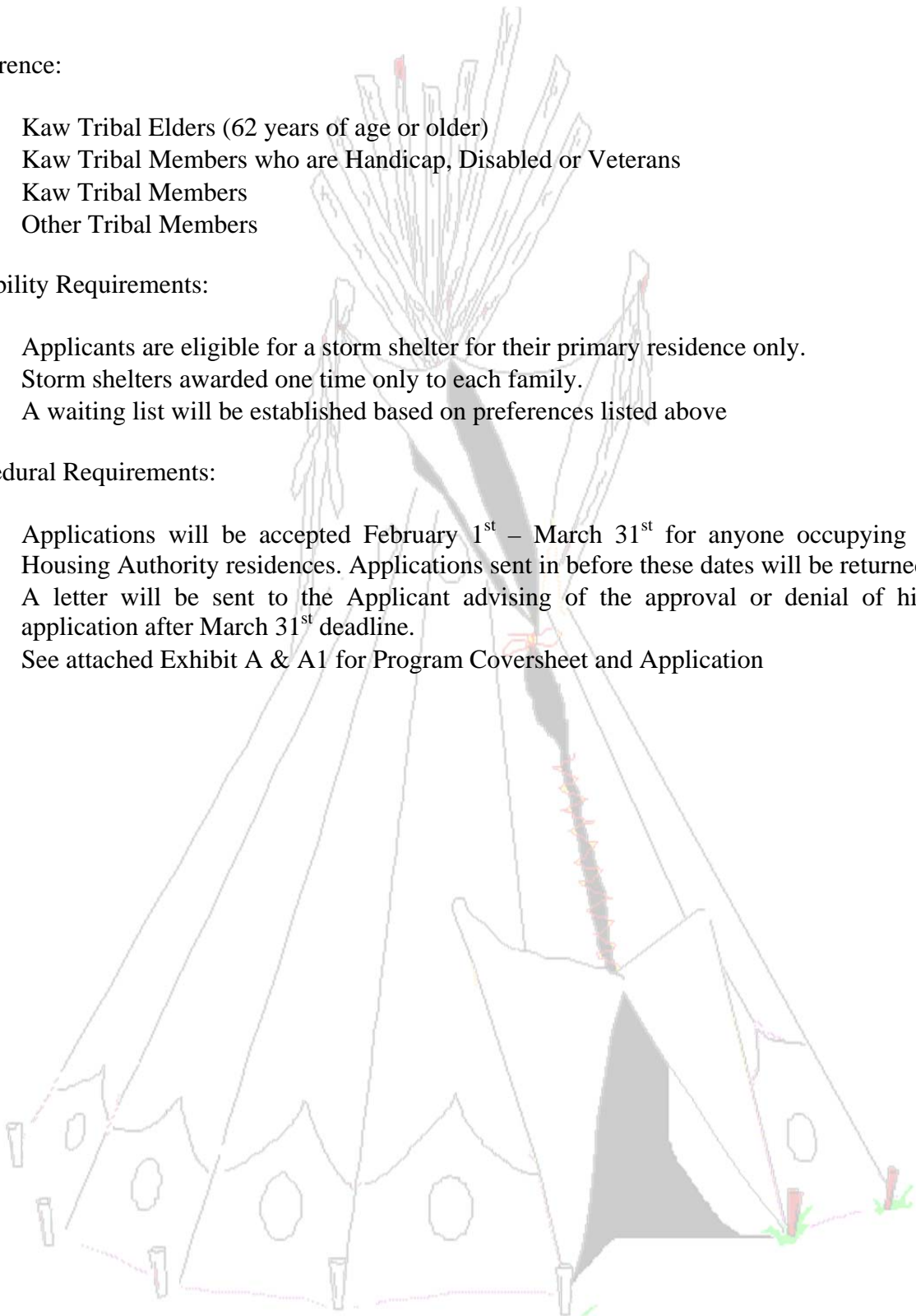
- Kaw Tribal Elders (62 years of age or older)
- Kaw Tribal Members who are Handicap, Disabled or Veterans
- Kaw Tribal Members
- Other Tribal Members

Eligibility Requirements:

- Applicants are eligible for a storm shelter for their primary residence only.
- Storm shelters awarded one time only to each family.
- A waiting list will be established based on preferences listed above

Procedural Requirements:

- Applications will be accepted February 1st – March 31st for anyone occupying Kaw Housing Authority residences. Applications sent in before these dates will be returned.
- A letter will be sent to the Applicant advising of the approval or denial of his/her application after March 31st deadline.
- See attached Exhibit A & A1 for Program Coversheet and Application



STORM SHELTER COVER SHEET

This program is designed to provide safe shelter and protection from violent storms, tornados, and unforeseen disasters.

Requirements:

- CDIB and/or Tribal Enrollment card, verification for applicant
- All required application forms completed
- No account in default of delinquent status owed to the Kaw Housing Authority.
- Home must be applicant's primary residence.
- Documentation from a physician if you are handicapped or disabled.
- If your application is selected, you will have 10 days to confirm your participation.
- Income verification of all household members. Note: This program is Income based; you must meet the income criteria. Income Requirements are listed on the second page of this application.

Preference:

- Kaw Nation Tribal Elders (62 or over)
- Kaw Nation Tribal Members who are Handicap & Disabled.
- Kaw Nation Tribal Members.
- Other Tribes

Service Area

- Ponca City
- Braman
- Blackwell
- Newkirk
- Kaw City

Eligibility Requirements

- You are only eligible for a storm shelter for your primary residence.
- Applicants who are participating in the Mutual Help Program as well as the NAHASDA Lease to Own Program are eligible to apply.
- Storm shelters are awarded one time only to each family in order to meet the needs of all Tribal Members.
- A waiting list will be established based on preference listed above.

STORM SHELTER APPLICATION

Applicant Information

1. Name: _____
Last First M.I. Maiden
2. Current Address: _____
P.O. Box# (if any)
3. Telephone Number: (____) _____
4. Date of Birth: _____
5. Tribe: _____
6. Roll Number: _____
7. Marital Status:
 Married Elderly (62 & over) Handicap/Disability Veteran
Total in Household: _____

Information about Spouse:

1. Name: _____
Last First M.I. Maiden
2. Date of Birth: _____
3. Tribe: _____
4. Roll Number: _____

Family Information

List all other persons living in the household on a permanent basis. Start with the oldest and provide Name, Date of Birth, Social Security Number, and Relationship to Applicant, and Tribe/Roll Number.

Name	Date of Birth	Social Security	Relationship to	Tribe/Roll
------	---------------	-----------------	-----------------	------------

		Number	Applicant	Number

Income Information

Name	Place of Employment	Phone Number

Signature

Date

Income Requirements:

Family Size:	Maximum	Family Size:	Maximum
1	\$36,848	5	\$56,851
2	\$42,112	6	\$61,062
3	\$47,376	7	\$65,274
4	\$52,640	8	\$69,485

*Income cannot exceed the Maximum requirement

Submit application with information requested to Kaw Housing Authority, P.O. Box 371, Newkirk, Oklahoma 74647 or by email: kawhousing@yahoo.com