



# KAW HOUSING AUTHORITY

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

Phone: (580)362-6264 / Fax (580)362-3986

## STORM SHELTER POLICY

This program is designed to provide safe shelter and protection to **Kaw Tribal members and Tribal members of other Tribes according to our Indian preference policy.** 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, *will be provided a storm shelter with no application process. KHA will provide storm shelters for any Kaw Tribal member who own their home OR any other Tribal Member from other Tribes who live in the counties of Kay, Payne or Osage, provided the following criteria are met.* 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.

*If a Kaw Tribal member is non-low income and funds are available from other sources excluding the IHBG Grant, the Board of Commissioners may delegate funds towards the installation of storm shelters for these members. This will be an application process and approved by the Executive Director.*

- 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.
- Primary Residence – the dwelling in which the Applicant resides. 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
- Income verification of all household members 18 years of age or older

**Preference: Reference is made to KHA Indian Preference Policy in the Admissions and Occupancy Policy. Funding is Limited.**



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## 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 yearly between **November 1st thru December 31st** for anyone *who does not occupy* 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 deadline.

**KHA area includes: Counties of Kay, Payne and Osage for this program only.**

## **Safe Room Eligibility:**

**The safe rooms are available for elders over 62 years old.**

**If disabled, and cannot get into an in-ground storm shelter, you must supply documentation from your physician, that you will need a safe room.**

**All other Members will be provided with an in-ground cellar in their yard or in the garage, depending on city ordinances.**