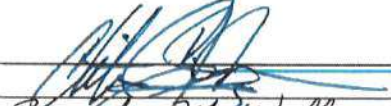



Director	
Secretary of Development	Brandon M. Wallace
Attorney General	



Osage Nation Housing Department

Storm Shelter & Emergency Generator Assistance Policy

Approved By: Osage Nation Housing Department

Effective Date: 2025

Contact: Osage Nation Housing Department

237 W. 12th St
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Storm Shelter Assistance

Policy

This Storm Shelter Assistance program is created to ensure the safety and welfare of Osage Nation members during natural disasters. To that end, the Storm Shelter Assistance program will provide available funds up to \$5,000.00, necessary to assist with the purchase of all types of shelters. The Storm Shelter Assistance program is available to Osage Nation citizen homeowners regardless of the location of their residence. The Osage Nation Housing Department (ONHD) will administer the program.

Guidelines

1. Eligible Osage member applicants may:
 - a. Receive assistance up to \$5,000 per adult Osage Nation member homeowner.
 - b. Live inside or outside the ONHD service area (the service area is considered the Osage Reservation boundary and is contiguous with present Osage County, Oklahoma).
 - c. Be given one award for one physical address unless ownership has changed and the new Osage member homeowner can prove to ONHD that the previous shelter has been removed from the property.
2. Eligible Osage member applicants can use Storm Shelter Assistance program funds to purchase and install any of the following:
 - a. Above-ground shelters;
 - b. Below-ground shelters;
 - c. Shelter or safe room within the garage or interior of the residence;
 - d. Earthquake-proof shelters;
 - e. Tsunami shelters;
 - f. Hurricane shelters; or
 - g. Other shelters as approved by ONHD.

Procedures

To be considered an eligible Osage member for Storm Shelter Assistance, the applicant shall complete and submit to ONHD an application that includes:

1. An Osage Nation Membership Card for one homeowner;
2. Photo identification of the applicant;
3. Social security card of the applicant;
4. Proof of home ownership of the Osage Nation member; and
5. If the physical address has previously received Storm Shelter Assistance program funds, provide proof that the previous storm shelter or safe room has been removed.

Waiting Queue

Once ONHD receives their complete application, applicants will be selected for Storm Shelter Assistance on a first-come, first-served basis.

Approved Applicants

1. Approved applicants will be notified by the ONHD using the information provided on their application.
 2. Once notified of approval, the participant shall remit to ONHD the name of the contractor and sufficient identifiers for ONHD to verify the contractor and remit payment, such as an invoice or signed contract.
 3. Storm Shelter Assistance program funds will be remitted by electronic funds transfer directly to the ONHD-approved contractor according to the terms of the purchase or installation agreement provided.
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Fraud

If fraud is suspected, the applicants understand that the Osage Nation Housing Department shall investigate whether fraud was committed based on false, incomplete, misleading, or inaccurate information submitted. Any fraud committed using Storm Shelter Assistance funds can result in penalties under applicable federal, state, or Tribal laws. If assistance has been rendered, the applicant(s) must repay the amount.

Emergency Generator Assistance

Policy

The Osage Nation Congress has expanded the Storm Shelter Assistance Program to include generator assistance for Osage Nation homeowners. This addition ensures that Osage families remain safe, warm, and connected during power outages and severe weather events. The Emergency Generator Assistance Program provides financial assistance to help Osage Nation member homeowners purchase and install residential generators for emergency backup power. This program is available to Osage Nation citizen homeowners regardless of location and will be administered by the Osage Nation Housing Department (ONHD).

Guidelines

1. Eligible Osage member applicants may:
 - a. Receive assistance up to \$5,000 per adult Osage Nation member homeowner toward the purchase and installation of an approved generator.
 - b. Live inside or outside the ONHD service area (the service area is considered the Osage Reservation boundary and is contiguous with present Osage County, Oklahoma).
 - c. Be given one award per physical address unless ownership has changed and the new Osage homeowner can prove to ONHD that the previous generator has been removed or is inoperable.
2. Eligible Osage member applicants may use Generator Assistance funds to purchase and install:
 - a. Standby or whole-home generators (permanently installed units connected to the home's electrical system); or
 - b. Portable generators if used for essential household power and safely connected through

an approved transfer switch.

3. All generators must:

- a. Comply with local electrical codes and manufacturer installation standards;
- b. Be installed by a licensed professional; and
- c. Include all necessary equipment (e.g., transfer switch, pad, fuel line connection).

Procedures

To be considered an eligible Osage member for Generator Assistance, the applicant shall complete and submit to ONHD an application that includes:

1. An Osage Nation Membership Card for one homeowner;
2. Photo identification of the applicant;
3. Social security card of the applicant;
4. Proof of homeownership of the Osage Nation member; and
5. Generator purchase estimate or invoice from a licensed supplier or installer showing the total cost of equipment and installation.

Waiting Queue

Once ONHD receives the complete application, applicants will be selected for Generator Assistance on a first-come, first-served basis.

Approved Applicants

1. Approved applicants will be notified by ONHD using the information provided on their application.
2. Once notified of approval, the participant shall remit to ONHD the name of the contractor or supplier and sufficient identifiers for ONHD to verify the contractor and remit payment, such as an invoice or signed contract.
3. Generator Assistance program funds will be remitted by electronic funds transfer directly to the ONHD-approved contractor or supplier according to the terms of the purchase or installation agreement provided.

Fraud

If fraud is suspected, the applicants understand that the Osage Nation Housing Department shall investigate whether fraud was committed based on false, incomplete, misleading, or inaccurate information submitted. Any fraud committed using Generator Assistance funds can result in penalties under applicable federal, state, or Tribal laws. If assistance has been rendered, the applicant(s) must repay the amount.

Denial and Appeal Process

Applicants who are determined ineligible for the Storm Shelter Assistance Program or the Emergency Generator Assistance Program will receive a formal written denial notice from the Osage Nation Housing Department (ONHD).

The written denial will include:

1. The specific reason(s) for ineligibility; and
2. An official Appeal Form, which allows the applicant to contest the decision.

Applicants may request clarification regarding denial reasons by contacting ONHD directly.

Appeal Process

Applicants have the right to appeal any denial issued under this program. All appeals must follow the procedures below:

1. **Timeline to Appeal**
 - The applicant has ten (10) business days from the date of the denial letter to submit a written appeal.
 - Appeals received after this deadline will not be considered.
2. **Submission Requirements**
 - The appeal must be submitted using the Appeal Form included with the denial notification.
 - The applicant may include any additional documents or information they believe supports their eligibility.
3. **Review Process**
 - All appeals will be reviewed by the Housing Director.
 - The Housing Director will evaluate the appeal, supporting documentation, and the original application file.
4. **Decision Notification**
 - A written appeal decision will be issued to the applicant within ten (10) business days of ONHD's receipt of the completed appeal.
5. **Finality of Decision**
 - The Housing Director's decision is final and not subject to further appeal within ONHD.

