



Tribal Emergency Home Repair (TEHR)

RAP Department

Checklist

Thank you for your interest in the Tribal Emergency Home Repair Program. Enclosed is the application you have requested along with information you will need to utilize this program.

Documents Included:

- TEHR application
- TEHR guidelines
- Final repair inspection release form

Documents Needed:

- Completed TEHR application**
- Proof of ownership or notarized affidavit stating proof of ownership**
- Copy of utility bill or proof of residency**
- Copy of tribal ID**
- 3 estimates from insured contractor for requested repairs**
- Completed final repair inspection release form***

**The final repair inspection release form is mailed to you in advance. Please sign and return the form upon completion of repair for your contractor to be paid.*

Once your application is approved we will contact you. Should you have any questions or concerns, please contact the RAP department.

Angela Warrior, RAP Administrator

TEHR Program/RAP Department

920963 S. Hwy. 99

Stroud, OK 74079

Phone: 918-968-3526 ext. 2001

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ADDRESS: RAP Department

920963 S. Hwy 99

Stroud, OK 74079

BC Approved on

10/06/2020



SAC AND FOX NATION
TRIBAL EMERGENCY HOME REPAIR PROGRAM
(TEHR)
APPLICATION, AUTHORIZATION AND RELEASE

REFERENCE PROPERTY LOCATION:

Street Address	City	State	Zip
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DESCRIBE THE ASSISTANCE BEING REQUESTED:

I the undersigned do certify that I am authorized to make application, grant all authorizations, and to authorize all releases from liability and responsibility regarding the above referenced housing assistance being provided by the Sac and Fox Nation.

I hereby request assistance from the Sac and Fox Nation as described above.

I hereby authorize the Sac and Fox Nation officials, agents, employees, material men, laborers, and contractors to enter the property with any equipment and vehicles and to perform such work or inspections as is necessary to provide and complete this tribal assistance.

I hereby release the Sac and Fox Nation, its officials, agents, employees, material men, laborers, and contractors from all liability for loss, damage, or injury of any kind whatsoever as a result of participation in this tribal assistance program.

Signature

Date

Printed Name

Roll Number

Birthdate

Mailing Address

Phone Number

City State Zip

Handicap Preference: Yes No

SAC AND FOX NATION

TRIBAL EMERGENCY HOME REPAIR

REVENUE ALLOCATION PLAN GUIDELINES

PROGRAM FUNCTIONS:

To provide for the health and safety needs of eligible tribal members with emergency home repairs. Tribal Emergency Home Repair (TEHR) is established for EMERGENCY repairs ONLY. The program is open to all tribal members owning a home which is their primary place of residence, on a first come basis. Not all applications received will be approved for services requested.

GUIDELINES:

1. Proof of ownership is required. Rental property will not be considered for this program.
2. Applications received seeking renovation, remodeling or regular maintenance and upkeep will not be approved.
3. If the Applicant is a participant of any Housing Authority they must exhaust all other housing resources before applying for the TEHR.
4. An amount not to exceed \$5,000.00 in repairs will be made to any one home, regardless of the number of tribal members listed as owners. **This is a lifetime limit.**
5. An EMERGENCY is any deficiency causing the home to be unsafe, unstable or uninhabitable, including but not limited to the following: Leaking roof, damaged roof deck, inoperable heat and/or air conditioning, water leaks, gas leaks, water damage causing emanate danger to inhabitants, mold presenting health risks to inhabitants, inoperable hot water heater, electrical wiring presenting fire hazard safety issues, downed trees that cause obstruction and any other deficiency that may present safety and health hazards to the inhabitants.
6. It will be considered an EMERGENCY if the tribal member has become handicap and needs minor renovations to the home to make it handicap accessible.
7. Applicants must apply for services through the Sac and Fox Nation RAP Department.
8. All applicants are required to submit an application, proof of ownership or a notarized Affidavit stating proof of ownership, pictures and written estimates from three (3) contractors on the contractor letterhead.
9. Applicants must submit tribal identification cards to verify tribal membership and doctors' statement attesting to the nature of the tribal member's handicap (if applicable).
10. If the applicant feels they have been wrongfully denied assistance/service, they may, in writing, request a review of their application by the Business Committee.

A final release form will be done with the homeowner's signature.

Approved by Sac and Fox Nations Business Committee on April 26, 2022

**SAC AND FOX NATION
TRIBAL EMERGENCY HOME REPAIR
(T.E.H.R.)
FINAL REPAIR INSPECTION RELEASE FORM**

I, _____, do hereby certify that on this ____ day of _____,
(Inspectors Name)
20 ____, I did complete an inspection on the following repairs completed at the home of,
_____, a Sac and Fox Nation tribal member, at the address of,
(Home Owner's Name)

(Street Address) (City) (State) (Zip)

Approved:
Yes No

Repairs Completed:

For the approved repairs, I recommend immediate payment to the contractor. If any repairs were not approved, I recommend the contractor take the following immediate action to correct the deficiencies noted for the repair and to contact me immediately when completed so that another inspection can be preformed before the contractor receives payment from the Sac and Fox Nation.

Corrective Action Requested: (describe the repair, the deficiency and the action needed)

Signatures:

(RAP Administrator)

(Homeowner)