



CITY OF TULSA

FIVE YEAR CONSOLIDATED PLAN 2020-2024

AND

FIRST YEAR ANNUAL ACTION PLAN 2020-2021



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Certifications

CDBG Certifications

Grant Applications, Amendments and Awards

Version 1.6 released on 9/9/19



CITY COUNCIL USE ONLY Date Received: _____ Committee Date: _____ 1st Agenda Date: _____	Tracking #: _____ Committee: _____ Hearing Date: _____ 2nd Agenda Date: _____	CITY CLERK USE ONLY Date: <u>03-25-2020</u> Item #: <u>2003.00527</u>
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All department items requiring Council approval must be submitted through the Mayor's Office.

Department Finance	Contact Name Gary Hamer	Email ghamer@cityoftulsa.org	Phone 9185967573
Grant/Application # 21501	Grant Description GRANT APPLICATION	Grantor Type Federal	
Grantor US Dept of Housing & Urban Dev	Grant Name B-20-MC-40-0004 CDBG		
Start Date 7/1/20	Expiration Date 6/30/21	Fiscal Year 2021	Federal CFDA 14.218
Grant Amount \$3,542,633.00	Match Required? <input type="radio"/> Yes <input checked="" type="radio"/> NO	Match Source	

Department: _____
 Finance Budget: _____
 Finance Accounting: _____
 Legal: _____
 Mayor: _____

RW *[Signature]*
[Signature]
[Signature]
[Signature]

TOTAL:
 Date: 3/17/20
 Date: 3/20/20
 Date: 3/20/20
 Date: 3-19-20
 Date: MAR 25 2020

Provide a summary description of the grant.

The HUD Form SF 424, SF424D and Certifications are a required part of the Consolidated Plan and Annual Action Plan. By signing these documents the City of Tulsa certifies it will comply with the applicable statutes and regulations governing the Consolidated Plan regulations in regards to specific Community Development Grants Program (CDBG) Certification. Grant# B-20-MC-40-0004 CDBG for \$3,542,633.00. This grant does not require a match from non city resources.

Post Execution Processing

- ☐ Mail vendor copy (add'l signature copies attached)
☐ Must be filed with other governmental entity
☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details

Please return 2 signed copies to Grants Administration. Thank you!

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):***** Other (Specify):***** 3. Date Received:****4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:***** a. Legal Name:***** b. Employer/Taxpayer Identification Number (EIN/TIN):***** c. Organizational DUNS:****d. Address:***** Street1:****Street2:***** City:****County/Parish:***** State:****Province:***** Country:***** Zip / Postal Code:****e. Organizational Unit:****Department Name:****Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:***** First Name:****Middle Name:***** Last Name:****Suffix:****Title:****Organizational Affiliation:***** Telephone Number:****Fax Number:***** Email:**

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of Tulsa 2020-2024 Consolidated Plan and 2020 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,542,633.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="483,243.56"/>
* f. Program Income	<input type="text" value="89,500.00"/>
* g. TOTAL	<input type="text" value="4,115,376.56"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

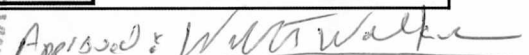
* Signature of Authorized Representative:

* Date Signed:

MAR 25 2020

ATTEST: Deputy City Clerk



Approved: 
Asst. City Attorney

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.



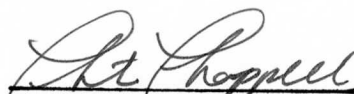
Signature of Authorized Official

MAR 25 2020

Date

G. T. Bynum Mayor - City of Tulsa

Title



ATTEST: Deputy City Clerk



Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) **2020, 2021, 2022** [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

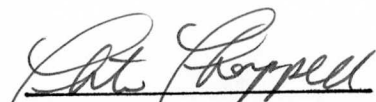
Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

MAR 25 2020
Date

Mayor - City of Tulsa G. T. Bynum
Title


ATTEST: Deputy City Clerk



OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.




Signature of Authorized Official

MAR 25 2020

Date

G. T. Bynum Mayor - City of Tulsa

Title



ATTEST: Deputy City Clerk



APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

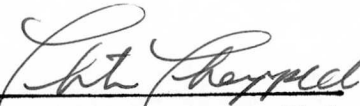
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Tulsa	DATE SUBMITTED MAR 25 2020

SF-424D (Rev. 7-97) Back


 ATTEST: Deputy City Clerk



HOME Certifications

Grant Applications, Amendments and Awards

Version 1.6 released on 9/9/19

**CITY COUNCIL USE ONLY**

Date Received: _____
Committee Date: _____
1st Agenda Date: _____

Tracking #: _____

Committee: _____
Hearing Date: _____
2nd Agenda Date: _____

CITY CLERK USE ONLY

Date: 03-25-2020
Item #: 2003.00528

All department items requiring Council approval must be submitted through the Mayor's Office.

Department Finance	Contact Name Gary Hamer	Email ghamer@cityoftulsa.org	Phone 9185967573
Grant/Application # 21502	Grant Description GRANT APPLICATION	Grantor Type Federal	
Grantor US Dept of Housing & Urban Dev	Grant Name M-20-MC-40-0202 HOME		
Start Date 7/1/20	Expiration Date 6/30/21	Fiscal Year 2021	Federal CFDA 14.239
Grant Amount \$1,794,733.00	Match Required? <input checked="" type="radio"/> Yes <input type="radio"/> NO	Match Source	

Department: _____
Finance Budget: _____
Finance Accounting: _____
Legal: _____
Mayor: _____

[Signatures]

TOTAL:

Date: 3/17/20
Date: 3/20/20
Date: 3/20/20
Date: 3-19-20
Date: MAR 25 2020

Provide a summary description of the grant.

The HUD Form SF 424, SF424D and Certifications are a required part of the Consolidated Plan and Annual Action Plan. By Signing these documents, the City of Tulsa certifies it will comply with the applicable statutes and regulations governing the Consolidate Plan regulations in regards to specific HOME Partnership (HOME) Certification. Grant# M-20-MC-40-0202 for \$1,794,733.00. This grant does require a match from non city resources.

Post Execution Processing

- ☐ Mail vendor copy (add'l signature copies attached)
☐ Must be filed with other governmental entity
☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details

Please return 2 signed copies to Grants Administration. Thank you.

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

M-20-MC-40-0202

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Tulsa

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

73-6005470

*** c. Organizational DUNS:**

0786622510000

d. Address:

*** Street1:**

175 E 2nd Street

Street2:

*** City:**

Tulsa

County/Parish:

*** State:**

OK: Oklahoma

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

74103-3201

e. Organizational Unit:

Department Name:

Finance

Division Name:

Grants Administration

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Gary

Middle Name:

*** Last Name:**

Hamer

Suffix:

Title:

Grants and Capital Planning Manager

Organizational Affiliation:

*** Telephone Number:**

918-596-7573

Fax Number:

*** Email:**

GHAMER@cityoftulsa.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Program

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of Tulsa 2020-2024 Consolidated Plan and 2020 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,794,733.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="449,757.48"/>
* f. Program Income	<input type="text" value="36,109.00"/>
* g. TOTAL	<input type="text" value="2,280,599.48"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

MAR 25 2020



Attested
ATTEST: *City Clerk*

Approved: *W. J. Wack*
Asst. City Attorney

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

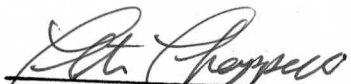


Signature of Authorized Official

MAR 25 2020

Date

G. T. Bynum Mayor - City of Tulsa
Title


ATTEST: Deputy City Clerk

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

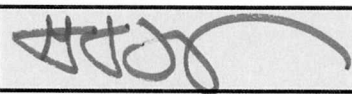
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.


11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of

Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Tulsa	DATE SUBMITTED MAR 25 2020

SF-424D (Rev. 7-97) Back


 ATTEST: Deputy City Clerk



ESG Certifications

Grant Applications,
Amendments and Awards

Version 1.6 released on 9/9/19



CITY COUNCIL USE ONLY	Tracking #: _____	CITY CLERK USE ONLY
Date Received: _____	Committee: _____	Date: <u>03-25-2020</u>
Committee Date: _____	Hearing Date: _____	Item #: <u>2003.00526</u>
1 st Agenda Date: _____	2 nd Agenda Date: _____	

All department items requiring Council approval must be submitted through the Mayor's Office.

Department Finance	Contact Name Gary Hamer	Email ghamer@cityoftulsa.org	Phone 9185967573
Grant/Application # 21503	Grant Description GRANT APPLICATION	Grantor Type Federal	
Grantor US Dept of Housing & Urban Dev	Grant Name E-20-MC-40-0004 ESG		
Start Date 7/1/20	Expiration Date 6/30/21	Fiscal Year 2021	Federal CFDA 14.231
Grant Amount \$300,313.00	Match Required? <input checked="" type="radio"/> Yes <input type="radio"/> NO	Match Source	

Department:	<u>[Signature]</u>
Finance Budget:	<u>[Signature]</u>
Finance Accounting:	<u>[Signature]</u>
Legal:	<u>[Signature]</u>
Mayor:	<u>[Signature]</u>

TOTAL:

Date: 3/17/20

Date: 3/20/20

Date: 3/20/20

Date: 3-18-20

Date: MAR 25 2020

Provide a summary description of the grant.

The HUD Form SF 424, SF424D and Certifications are a required part of the Consolidated Plan and Annual Action Plan. By Signing these documents, the City of Tulsa certifies it will comply with the applicable statues and regulations governing the Consolidate Plan regulations in regards to specific Emergency Shelter Grants Program (ESG) Certification. Grant# M-20-MC-40-0004 for \$300,313.00. This grant does require a match from non city resources.

Post Execution Processing	Additional Routing and Processing Details
<input type="checkbox"/> Mail vendor copy (addtl signature copies attached)	Please return 2 signed copies to Grants Administration. Thank you.
<input type="checkbox"/> Must be filed with other governmental entity	
<input type="checkbox"/> Addtl governmental entity approval(s) required	

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

E-20-MC-40-0004

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Tulsa

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

73-6005470

*** c. Organizational DUNS:**

0786622510000

d. Address:

*** Street1:**

175 E 2nd Street

Street2:

*** City:**

Tulsa

County/Parish:

*** State:**

OK: Oklahoma

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

74103-3201

e. Organizational Unit:

Department Name:

Finance

Division Name:

Grants Administration

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Gary

Middle Name:

*** Last Name:**

Hamer

Suffix:

Title:

Grants and Capital Planning Manager

Organizational Affiliation:

*** Telephone Number:**

918-596-7573

Fax Number:

*** Email:**

GHAMER@cityoftulsa.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Shelter Grants Program

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of Tulsa 2020-2024 Consolidated Plan and 2020 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,313.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="300,313.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
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*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

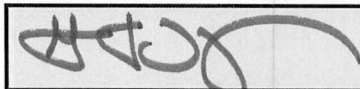
Middle Name:

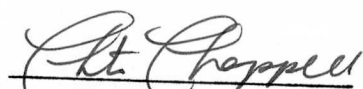
* Last Name:

Suffix:

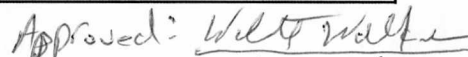
* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:


ATTEST: De u Ci



Approved: 
Asst. City Attorney

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



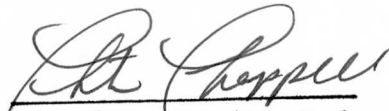
Signature of Authorized Official

MAR 25 2020

Date

G. T. Bynum Mayor - City of Tulsa

Title


ATTEST: Deputy City Clerk

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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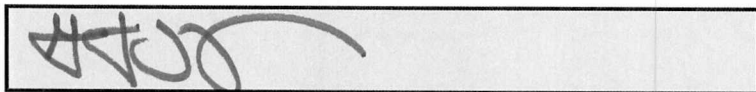
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Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL



TITLE

Mayor

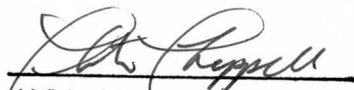
APPLICANT ORGANIZATION

City of Tulsa

DATE SUBMITTED

MAR 25 2020

SF-424D (Rev. 7-97) Back


ATTEST: Deputy City Clerk



HOPWA Certifications

Grant Applications, Amendments and Awards

Version 1.6 released on 9/9/19

**CITY COUNCIL USE ONLY**

Date Received: _____
Committee Date: _____
1st Agenda Date: _____

Tracking #: _____
Committee: _____
Hearing Date: _____
2nd Agenda Date: _____

CITY CLERK USE ONLY

Date: 03-25-2020
Item #: 2003.00529

All department items requiring Council approval must be submitted through the Mayor's Office.

Department Finance	Contact Name Gary Hamer	Email ghamer@cityoftulsa.org	Phone 9185967573
Grant/Application # 21504	Grant Description GRANT APPLICATION	Grantor Type Federal	
Grantor US Dept of Housing & Urban Dev	Grant Name OKH20F002 HOPWA		
Start Date 7/1/20	Expiration Date 6/30/21	Fiscal Year 2021	Federal CFDA 14.241
Grant Amount \$593,635.00	Match Required? <input type="radio"/> Yes <input checked="" type="radio"/> NO	Match Source	

Department: [Signature]
 Finance Budget: [Signature]
 Finance Accounting: [Signature]
 Legal: [Signature]
 Mayor: [Signature]

TOTAL:
 Date: 3/16/20
 Date: 3/20/20
 Date: 3/20/20
 Date: 3-19-20
 Date: MAR 25 2020

Provide a summary description of the grant.

The HUD Form SF 424, SF424D and Certifications are a required part of the Consolidated Plan and Annual Action Plan. By Signing these documents, the City of Tulsa certifies it will comply with the applicable statues and regulations governing the Consolidate Plan regulations in regards to specific Housing Opportunities for People with AIDS (HOPWA) Certification. Grant# OKH20F002 for \$593,635.00. This grant does not require a match from non city resources.

Post Execution Processing

- ☐ Mail vendor copy (addtl signature copies attached)
☐ Must be filed with other governmental entity
☐ Addtl governmental entity approval(s) required

Additional Routing and Processing Details

Please return 2 signed copies to Grants Administration. Thank you.

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

OKH20F002

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Tulsa

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

73-6005470

*** c. Organizational DUNS:**

0786622510000

d. Address:

*** Street1:**

175 E 2nd Street

Street2:

*** City:**

Tulsa

County/Parish:

*** State:**

OK: Oklahoma

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

74103-3201

e. Organizational Unit:

Department Name:

Finance

Division Name:

Grants Administration

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Gary

Middle Name:

*** Last Name:**

Hamer

Suffix:

Title:

Grants and Capital Planning Manager

Organizational Affiliation:

*** Telephone Number:**

918-596-7573

Fax Number:

*** Email:**

GHAMER@cityoftulsa.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.241

CFDA Title:

Housing Opportunities for People with AIDS

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of Tulsa 2020-2024 Consolidated Plan and 2020 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="593,635.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="593,635.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

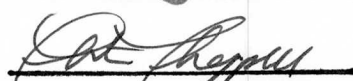
Suffix:

* Title: * Telephone Number: Fax Number: * Email:

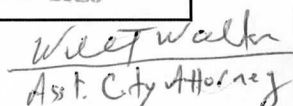
* Signature of Authorized Representative:

* Date Signed:

MAR 25 2020


ATTEST: Deputy City Clerk



Approved 
Asst. City Attorney

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



Signature of Authorized Official

MAR 25 2020

Date

G. T. Bynum Mayor - City of Tulsa

Title



ATTEST: Deputy City Clerk



ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

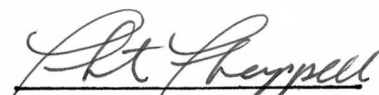
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
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19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION City of Tulsa	DATE SUBMITTED MAR 25 2020

SF-424D (Rev. 7-97) Back


ATTEST: Deputy City Clerk



Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Tulsa is pleased to submit its 2020-2024 Consolidated Plan and 2020 Program Year Annual Action Plan. The Consolidated Plan is designed to help states and local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the U.S. Department of Housing and Urban Development (HUD) Office of Community Planning and Development formula block grant programs: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, and Housing Opportunities for Persons With AIDS (HOPWA) Program. The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The primary objective of the Consolidated Plan is to improve the quality of life of principally low and moderate income Tulsans, by creating suitable living environments, improving the availability of affordable housing and enhancing economic opportunities. The Needs Assessment process identified a number of overarching needs within the community. These formed the basis for the following 7 priority needs adopted in the Consolidated Plan, which are:

1. Housing Acquisition, Construction & Rehabilitation
2. Essential Services
3. Homeless/Special Populations
4. Economic Development
5. Public Facilities and Infrastructure Improvements
6. Housing Subsidies/Assistance
7. Demolition of Substandard Buildings

The outcomes of addressing these needs will be measured by the increase in availability/accessibility, affordability and sustainability created by the programs and services provided throughout the course of the Consolidated Plan. By concentrating funds on a small number of specific needs, it is hoped that the main objective will be achieved and a greater number of principally low and moderate income persons will benefit from the available funding.

3. Evaluation of past performance

Each year, the City continues to improve its processes and delivery of services to address the housing, community development and economic development objectives that were identified in the 2015 - 2019 Consolidated Plan. Four years of that plan are complete and detailed year-end reports have been written, summarizing the result of activities that have taken place during each year. Copies of these reports can be found at <https://www.cityoftulsa.org/community-programs/grants/plans-and-reports.aspx>

Utilizing Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funds, the City of Tulsa has promoted Decent Housing, Suitable Living Environments, and Economic Opportunities. During the last 4 years the City expended nearly \$28 million and has:

- Assisted 114,555 people with public service activities;
- Provided STRMU, TBRA, and Permanent Housing Placement to 638 persons with AIDS;
- Provided Rapid Re-Housing and Homeless Prevention activities to 1,262 households;
- Provided shelter facilities to 10,141 people;
- Created/retained 391 jobs;
- Assisted 54 new and existing businesses;
- Rehabilitated 820 owner occupied homes;
- Assisted 87 first time homebuyers;
- Rehabilitated 1 multi-family rental property;
- Constructed 2 multi-family rental properties for seniors;
- Rehabilitated 4 public facilities;
- Conducted sidewalk and curb ramp installation/improvements at 9 locations; and
- Carried out clearance and demolition activities on 188 substandard structures.

4. Summary of citizen participation process and consultation process

The goals of the City's citizen participation process as it relates to the Consolidated Plan and Annual Action Plans are:

- To increase the involvement of low-income persons, residents of public housing, minority populations, non-English speaking persons and persons with special needs;
- To clarify roles and responsibilities to enable a variety of organizations to participate cooperatively in meeting the goals and objectives identified by the community; and
- To ensure that all citizens and organizations have an opportunity to participate in the evaluation of funded activities.

During the development of this Consolidated Plan and First Year Annual Action Plan, citizens were provided the following opportunities to participate in the process:

- Needs Assessment public hearing – July 18, 2019
- Community meetings - August 12 & 13, 2019
- Online and paper surveys July 12, 2019 – August 30, 2019
- HUD Community Development Committee meetings to set priority needs and goals – August 8, 2019 and September 12, 2019
- HUD Community Development Committee meetings for recommendation of awards – February 4 and 6, 2020
- Consolidated Plan and First Year Annual Action Plan comment period – March 2, 2020 through March 31, 2020
- Consolidated Plan and First Year Annual Action Plan public hearing – March 12, 2020

5. Summary of public comments

During the needs assessment public hearing speakers expressed the need for shelter and services for disadvantaged youths, services for neglected and abused children, services and housing for the homeless population, including homeless prevention, additional affordable housing solutions, services for victims of abuse, childhood education services and facilities, services and housing for the elderly, job creation, and economic development.

Written comments from 4 agencies were also submitted. The comments submitted addressed the need for economic opportunities with a focus on job creation and retention, more efforts to address homeless youth, continued support for early childhood education programs and facilities, inclusion of English language educational programs, and development of a variety of affordable housing types including single family housing development.

During other public meetings held in the 4 quadrants of the City, residents addressed many of the same needs as mentioned above and pointed out that the top 4 calls to the 211 call center are for housing, utility assistance, food, and health care. Those in attendance also expressed the need for better transportation services and improved infrastructure, public facility improvements, and housing rehabilitation and demolition services. To address affordable housing needs, comments included that the City consider a community land trust, put more emphasis on affordable housing in North Tulsa, and consider new innovations being used in other parts of the country for housing assistance and abatements.

During the City's Community Development meetings on February 4, 2020 and February 6, 2020, recommendations were made for funding decisions.

During the public hearing on the draft Consolidated Plan and 2020-2021 Annual Action Plan, 2 speakers made comments, one included appreciation for the City on the application and funding process and continued emphasis on homelessness and the other speaker addressed where CDBG funds should be spent.

Written comments were submitted from one agency which emphasized the need for economic development activities for small business to create and retain jobs.

Upon completion of the public comment periods and public hearings, all comments were considered and incorporated.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted and incorporated in the Consolidated Plan and First Year Annual Action Plan.

7. Summary

The key element of the 2020-2024 Consolidated Plan is focusing the funds available on priority needs in order to maximize the objectives and outcomes. The City of Tulsa is looking forward to continuing to meet the underserved needs of the community and improving the quality of life of principally low and moderate income Tulsans. The first year of the Five-Year Consolidated Plan will see 31 external agencies and 2 City departments conducting 39 activities totaling \$5,989,223 in grant funding, not including administration costs.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	City of TULSA	Finance - Grants Administration
CDBG Administrator	City of TULSA	Finance - Grants Administration
HOPWA Administrator	City of TULSA	Finance - Grants Administration
HOME Administrator	City of TULSA	Finance -Grants Administration
ESG Administrator	City of TULSA	Finance - Grants Administration

Table 1 – Responsible Agencies

Narrative

The City of Tulsa Finance Department Grants Administration is the lead entity responsible for preparing the Consolidated Plan and for the administration of the Community Development Block Grant (CDBG), the HOME Investment Partnership Program (HOME), Housing Opportunities for Persons With AIDS (HOPWA) and the Emergency Solutions Grant (ESG).

Consolidated Plan Public Contact Information

Questions or comments regarding the plan should be addressed to:

Gary Hamer, Capital Planning and Grants Manager

City of Tulsa, Grants Administration

175 E 2nd Street, Suite 1560

Tulsa, OK 74103-3208

GrantsAdmin@cityoftulsa.org

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Tulsa Grants Administration is committed to working with local agencies and service providers to create solutions to best address the needs of the community. This Consolidated Plan and First Year Action Plan is the result of months of collaboration between multiple organizations, agencies and local stakeholders. The entities that have provided input and insight into the final plan are listed in the following sections.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

Tulsa benefits from a strong and cohesive coalition of local government officials, service providers, lenders, and volunteers. These various groups coordinate effectively to avoid duplication of services and facilitate a delivery system that meets the needs of Tulsa's various populations.

The City continues a targeted public outreach effort to educate and engage the public in the annual planning and funding opportunities process. Activities include:

- Posting and advertising all public meetings with adequate advance notice to citizens to maximize participation;
- Ensuring all public meetings and other forms of communication are accessible to people with disabilities and non-English speaking persons;
- Holding public meetings in different areas of the City;
- Utilizing web-based communication tools to solicit input from citizens;
- Working with local service providers, INCOG, the Housing Authority of the City of Tulsa, local lenders, and others to leverage public and private resources;
- Coordinating resources and services for affordable and supportive housing, in conjunction with local service providers, housing officials, lending institutions, developers, and non-profit organizations, including the City's Continuum of Care;
- Conducting roundtable sessions for HOME and CDBG grantees;
- Meeting with funded agencies to discuss their programs, successes and challenges; and
- Providing on-going citizen participation opportunities in HUD Community Development Committee meetings.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Tulsa and the Tulsa City/County Continuum of Care (CoC) have made great strides in the development of a more inclusive coordination and consultation process. Although it is still a work in progress, the focus remains to collaborate on all aspects of the Emergency Solutions Grant process including planning, funding, implementing and evaluating homeless assistance and prevention programs at the local level. The HUD Community Development Committee's responsibilities include the following duties which play an important role in fulfilling the City's collaboration with the CoC.

- Receiving public input of needs
- Receiving input from the CoC regarding homeless needs, priorities, goals, outcomes, and evaluation measures
- Consulting with the CoC regarding allocation of funds, developing performance standards, and evaluating outcomes of ESG assisted projects

The Homeless Management Information System (HMIS) lead agency, Center for Housing Solutions, and the HMIS administrator participate in the A Way Home for Tulsa (Tulsa CoC) governance council meetings bringing forward HMIS data standards, policies and performance reports for review and approval. The administrator provides access to licenses, hands-on training and technical support to all of the ESG subrecipients, and submits performance reports to the City of Tulsa for the ESG programs. Based on an agreement between the City of Tulsa and the HMIS lead the City of Tulsa allocates 3% of the ESG funds each year to assist the HMIS lead in meeting the regulatory requirements with regard to data collection and mandatory reporting.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

A member of the CoC sits on the HUD Community Development Committee and provides expertise during the allocation process. To ensure compliance with the HEARTH Act changes, Grants Administration (GA) continues to work closely with the City's Continuum of Care and Emergency Solutions grant recipients serving the homeless.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Tulsa Planning Office
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing focus group and provided data relating to City planning activities for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
2	Agency/Group/Organization	Housing Authority of the City of Tulsa
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the housing and THA focus groups, was on a one-on-one interview, and provided data relating to public housing needs for the development of the Consolidated Plan goals and priority needs. Participated in focus groups and interviews. For anticipated outcomes see narrative below.
3	Agency/Group/Organization	Community Service Council of Greater Tulsa
	Agency/Group/Organization Type	Housing Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing Community Development Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the services focus group and provided data relating to the general population for the development of the Consolidated Plan goals and priority needs. Participated in the focus group and community survey. For anticipated outcomes see narrative below.
4	Agency/Group/Organization	Tulsa Regional Chamber
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization provided data relating to the status of Tulsa's job market for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
5	Agency/Group/Organization	Tulsa Police Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization provided data relating to Tulsa crime statistics for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
6	Agency/Group/Organization	LIFE Senior Services, Inc.
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the focus group for victims of abuse and seniors focus group to inform the needs assessment and provided data relating to the services and housing options for the elderly for the development of the Consolidated Plan goals and priority needs. Participated in the focus groups, public meetings, and community survey. For anticipated outcomes see narrative below.

7	Agency/Group/Organization	Tulsa City/County Continuum of Care
	Agency/Group/Organization Type	Continuum of Care
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the needs assessment and provided data relating to City planning activities for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
8	Agency/Group/Organization	Domestic Violence Intervention Services, Inc.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the services and abuse/senior focus group and provided data relating to domestic violence and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
9	Agency/Group/Organization	Community Action Project of Tulsa County, Inc.
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public meetings and provided data relating to children's services and education, in particularly early childhood education for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.

10	Agency/Group/Organization	Mental Health Association Oklahoma
	Agency/Group/Organization Type	CoC Partner Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing focus group and public hearing to provide information related to community mental health needs and housing for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
11	Agency/Group/Organization	Youth Services of Tulsa, Inc.
	Agency/Group/Organization Type	CoC Partner Services – homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Non-Housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the services focus group and provided data relating to housing and services for homeless youths for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
12	Agency/Group/Organization	Child Abuse Network, Inc.
	Agency/Group/Organization Type	Services - Child Welfare
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the abuse/senior focus group and provided data relating to the needs of victims of child abuse for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
13	Agency/Group/Organization	Tulsa Economic Development Corporation, Inc.
	Agency/Group/Organization Type	Services - Employment
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Economic Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the job training focus group and was interviewed for insights on economic development and employment needs for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
14	Agency/Group/Organization	Tulsa Area Agency on Aging
	Agency/Group/Organization Type	Local Government – Other Services - Elderly
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the abuse/senior focus group, was on a one-on-one interview, and provided data on senior needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
15	Agency/Group/Organization	Tulsa Center for Individuals with Physical Challenges
	Agency/Group/Organization Type	Services – Person with Physical Disabilities
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in a focus group and provided data relating to people living with disabilities and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
16	Agency/Group/Organization	Housing Partners of Tulsa, Inc.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing and housing focus groups and provided data for housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
17	Agency/Group/Organization	Volunteers of America
	Agency/Group/Organization Type	Services – Homelessness Services – Elderly Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing focus group and provided data on housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
18	Agency/Group/Organization	Tulsa Cares
	Agency/Group/Organization Type	CoC Partner HOPWA recipient
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Services – HIV/AIDS Services - Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the CoC focus group and provided data for HIV/AIDS population's needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
19	Agency/Group/Organization	Morton Comprehensive Health Services
	Agency/Group/Organization Type	CoC Partner Services – Elderly Services – Transportation Services - Health
	What section of the Plan was addressed by Consultation?	Non-housing Community Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the CoC focus group and provided data for elderly, transportation, and health needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
20	Agency/Group/Organization	Alzheimer's Diversity Outreach
	Agency/Group/Organization Type	CoC Partner Services - Elderly
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the CoC focus group and provided data for elderly population's needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
21	Agency/Group/Organization	South Tulsa Community Center
	Agency/Group/Organization Type	Services – Families; Seniors Services – Food Services – Transportation Services – Employment Services – Health
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in a focus group and the South Tulsa public meeting, was on a one-on-one interview, and provided data on housing and youth needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
22	Agency/Group/Organization	Mental Health Association OK / East Oak Property Management
	Agency/Group/Organization Type	Rental Housing Management Company
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the housing focus group and provided data for housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
23	Agency/Group/Organization	Tulsa Habitat for Humanity
	Agency/Group/Organization Type	Housing Developer
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the housing focus group and provided data for housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
24	Agency/Group/Organization	Boomtown Development Company
	Agency/Group/Organization Type	Housing Developer
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the housing focus group and provided data for housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
25	Agency/Group/Organization	Vintage Housing, Inc.
	Agency/Group/Organization Type	Housing Developer
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the housing focus group and provided data for housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
26	Agency/Group/Organization	Madison Strategies Group / Tulsa Community WorkAdvance

	Agency/Group/Organization Type	Service – Workforce development
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the job training focus group and provided data for job training and economic development needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
27	Agency/Group/Organization	Workforce Tulsa
	Agency/Group/Organization Type	Service - Workforce development
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the job training focus group and provided data for job training and economic development needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
28	Agency/Group/Organization	Resonance
	Agency/Group/Organization Type	Services – Formerly incarcerated women
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the job training focus group and provided data for job training needs of formerly incarcerated and other related issues for the development of the Consolidated Plan n goals and priority needs. For anticipated outcomes see narrative below.
29	Agency/Group/Organization	Car Care Clinic, Inc.
	Agency/Group/Organization Type	Service - Transportation
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the service focus group and provided data on mobility needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
30	Agency/Group/Organization	Tulsa Day Center
	Agency/Group/Organization Type	CoC Partner Service – Homeless Service - Housing
	What section of the Plan was addressed by Consultation?	Homelessness Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the service focus group and public hearing and provided data on homeless and rehousing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
31	Agency/Group/Organization	Youth at Heart, Inc.
	Agency/Group/Organization Type	Service - Youth
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the service focus group and provided data on youth needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
32	Agency/Group/Organization	Girl Scouts of Eastern Oklahoma
	Agency/Group/Organization Type	Service - Youth
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the service focus group and provided data on youth needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.

33	Agency/Group/Organization	Family Safety Center
	Agency/Group/Organization Type	Service – Children and Families Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the abuse victims and elderly focus group and provided data on prevention and education needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
34	Agency/Group/Organization	City of Tulsa – Housing Policy Director
	Agency/Group/Organization Type	City – Mayor’s Staff
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The staff person participated in the fair housing and housing focus groups and provided data on housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
35	Agency/Group/Organization	City of Tulsa – Mayor’s Office for Economic Development (MOED)
	Agency/Group/Organization Type	City agency
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the job training focus group and provided data for job training and economic development needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
36	Agency/Group/Organization	Tulsa Health Department
	Agency/Group/Organization Type	City/County agency

	What section of the Plan was addressed by Consultation?	Non-housing Community Development Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing focus group, was on a one-on-one interview, and provided data on housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
37	Agency/Group/Organization	City of Tulsa Mayor's Office of Resilience and Equity (MORE)
	Agency/Group/Organization Type	City agency
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the fair housing focus group and provided data on housing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
38	Agency/Group/Organization	Route 66 Main Street, Inc.
	Agency/Group/Organization Type	Services - Employment
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided economic development and employment needs in the southwest area of the City for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
39	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	CoC Partner Services – Homeless
	What section of the Plan was addressed by Consultation?	Homelessness Non-housing Community Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided data on homelessness and rehousing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
40	Agency/Group/Organization	Area Council for Community Action
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided information on housing rehabilitation needs for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
41	Agency/Group/Organization	Growing Together Tulsa, Inc.
	Agency/Group/Organization Type	Community Development
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Housing Needs Assessment Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided input for needs in the Kendall Whittier area for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
42	Agency/Group/Organization	City of Tulsa Working in Neighborhoods Department
	Agency/Group/Organization Type	City Agency
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency participated in a focus group and provided information on clearance & demolition and housing needs for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
43	Agency/Group/Organization	City of Tulsa Streets and Stormwater Department

	Agency/Group/Organization Type	City Agency
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Public Infrastructure
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency met with Grants Administration staff and participated in the public hearing. Information on sidewalks needed in LMI census tracts was provided for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.
44	Agency/Group/Organization	Restore Hope, Inc.
	Agency/Group/Organization Type	CoC Partner Services – Housing Services – Non-housing Community Development
	What section of the Plan was addressed by Consultation?	Homelessness Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided data on homelessness, the eviction crisis in Tulsa, rehousing needs and other related issues for the development of the Consolidated Plan goals and priority needs. For anticipated outcomes see narrative below.

Identify any Agency Types not consulted and provide rationale for not consulting

Multiple agencies were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Service Council of Greater Tulsa	The goals of the Strategic plan, concerning homeless services, are aimed to work in conjunction with the goals of the Continuum of Care plan.
PLANiTULSA: The City of Tulsa Comprehensive Plan	City of Tulsa	The City of Tulsa's comprehensive plan is a long term plan for the City. The Consolidated Plan will aid the City in working towards the goals set regarding Housing / Economic Development
Oklahoma Long Range Transportation Plan	Oklahoma Department of Transportation	Both plans seek to improve transportation links within areas that are currently lacking services.
2019 Annual Report – Tulsa Equality Indicators	Community Service Council of Greater Tulsa	The information contained in this report was used as a tool to inform the City and the community on prioritization of needs and goals related to The Consolidated Plan.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Tulsa consulted with both Tulsa County and the Indian Nations Council of Government (INCOG). A member of INCOG sits on the HUD Community Development Committee and was involved during the development of the goals and the allocation process. INCOG was also a resource for additional insight and data through participation in focus groups and by sharing studies including their recent publication, *Creating Access to Nutrition: Tulsa C.A.N. Plan*.

The City of Tulsa also consulted a variety of State of Oklahoma studies and resources including *The Interim Study on Affordable Housing and the State's Analysis of Impediments*.

Narrative (optional):

N/A

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Citizen Participation Plan and Title 12 §800 of City of Tulsa Municipal Code is the guiding documents that facilitate the process for the determination of needs, priorities, and allocation of HUD funds. The HUD Community Development Committee (CDC) receives citizen input and makes funding recommendations.

The CDC solicits public input regarding the long-term and short-term needs of the community to develop funding priorities. This committee consists of the following members who all have voting privileges: the 9 City Councilors and Mayor who shall serve ex-officio; 5 residents of the City of Tulsa, designated by the City Council, 3 of whom shall reside within a low to moderate income census tract, with no more than one representative from each Council district; 1 representative from the Indian Nations Council of Governments (INCOG); 1 representative from a financial institution; 1 representative from the Continuum of Care; 1 representative with grant allocation experience; and 1 representative from the City of Tulsa Planning Department. The Mayor shall designate the representatives from a financial institution, the Continuum of Care, and the individual with grant allocation experience.

The priority needs for the City of Tulsa's 2020-2024 Consolidated Plan were determined through analysis of information gathered from a variety of sources. From June through August 2019 numerous focus groups, one-on-one interviews, public meetings, and survey instruments were used to get input from organizations and the public. A summary of all data collected was presented to the HUD CDC and a Needs Assessment Public Hearing was conducted on July 18, 2019. Based on the data presented and comments received a list of potential needs was developed by the City's Grants Administration staff. The priority needs were presented to the public at a series of meetings throughout the City, where citizens were given the chance to prioritize the needs they believed should be addressed throughout the next 5 years. In addition to this, an online survey was conducted allowing citizens an additional method of ranking the potential needs. The results were then analyzed resulting in the HUD CDC approving a list of priorities and goals on September 12, 2019, which were presented to the Mayor and City Council for approval. The priority needs and goals were accepted by the Mayor and City Council on September 25, 2019 and included in the 2020 Request for Proposals released by Grants Administration on October 7, 2019.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Community Meeting	Non-targeted/broad community	30 people attended the community meeting on August 12, 2019 at the Freddie Martin Rudisill Regional Library to prioritize which goals they felt were most important to accomplish during the course of the Consolidated Plan. Media covered the meeting.	Speakers expressed the need for more affordable housing, especially quality housing in North Tulsa, counseling, jobs, transportation, services for the homeless, education, and supportive services.	All comments were considered in the prioritization of needs process.
2	Community Meeting	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	A total of 9 people attended the community meeting held on August 12, 2019 at the Briarglen Elementary School. Spanish facilitators were available. Attendees were asked to prioritize which goals they felt were most important to accomplish during the course of the Consolidated Plan.	Speakers expressed the need for improved transportation services, greater access to fresh food, educational programs, employment training, job creation and retention, increased access to affordable housing, housing rehabilitation, demolition and clearance, services for the homeless, education, and supportive services.	All comments were considered in the prioritization of needs process.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
3	Community Meeting	Senior community Non-targeted/broad community	27 attended the community meeting held on August 13, 2019 at the Country Oaks Senior Apartments. Media covered the meeting. Attendees were asked to prioritize which goals they felt were most important to accomplish during the course of the Consolidated Plan.	Participants expressed the need for better mobility access for the elderly. There was general satisfaction with the bus service for those who could use it, but transportation to appointments and door to door service for those less mobile is scarce.	All comments were considered in the prioritization of needs process.
4	Community Meeting	Non-targeted/broad community	10 participated in the community meeting held at the South Tulsa Community House on August 13, 2019. Media covered the meeting. Attendees were asked to prioritize which goals they felt were most important to accomplish during the course of the Consolidated Plan.	Main concern and topic of conversation was around evictions. Priority needs in 3 sectors – Essential Services, Housing, and Infrastructure and Economic Development. South Tulsa has one of the highest numbers of children not attending pre-K. Desire for early childcare provider that provides more spots in South Tulsa.	All comments were considered in the prioritization of needs process.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
5	Focus Group	CoC representatives	11 attended the focus group. Attendees included representatives from social service and housing agencies including the HOPWA recipient.	Lack of safe and sanitary housing choices for people suffering from mental illness and addiction. Retaliatory evictions a problem. Medical respite services are not available in Oklahoma and would help those coming out of hospital care. Last 5 years, 73% of PIT participants requested healthcare.	All comments were considered in the prioritization of needs process.
6	Focus Group	Tulsa Housing Authority representatives	7 attended the focus group. Various staff from the THA attended including several representatives from the leadership.	Family homelessness increasingly an issue. Youth aging out of foster care is also a challenge. Supportive services are a need to keep people housed.	All comments were considered in the prioritization of needs process.
7	Focus Group	Affordable housing representatives	14 attended the focus group. There were developers, housing counsellors, special needs housing representatives, property managers, and the Tulsa Housing Authority.	There is a fair amount of housing development activity, but it does not keep up with demand. Mostly rehab, and new construction mixed income does not exist. Need to ensure quality, safe housing that is affordable.	All comments were considered in the prioritization of needs process.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
8	Focus Group	Economic development representatives Workforce development representatives	12 attended the focus group. Small business development technical assistance and capital providers, City staff, and workforce development representatives attended.	The sentiment was that this plan must pay attention to the economic development needs of Tulsa. More support for small businesses needed. There are lots of jobs available, but they are low paying jobs that require multiple jobs to sustain people. There is a lot of job hopping. Transportation is a key issue to have access to quality jobs.	All comments were considered in the prioritization of needs process.
9	Focus Group	Social service providers Public service providers	12 attended the focus group. Attendees included representatives from essential service agencies including transitional housing agencies, homeless services providers, and youth services.	Seeing an increase in youth homelessness, especially those aging out of foster care and the juvenile justice system and LGBTQ youth. Housing costs going up and wages not keeping up. More family homelessness. Transportation is a challenge for working poor and elderly. Lack of access to opportunity because of poor transportation choices.	All comments were considered in the prioritization of needs process.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
10	Focus Group	Victims of Abuse service providers Elderly/Senior service providers	8 attended the focus group. Representatives from domestic violence service providers and elder/senior services providers attended.	It was shared that there are few resources for victims of domestic abuse. More resources are needed for women, especially, to be able to leave abusive households to a safe living environment. There are relatively more housing options for the elderly, but there is still a need. Transportation options for elderly are present but in limited supply, and the public transportation options often do not meet the special needs of seniors.	All comments were considered in the prioritization of needs process.
11	Focus Group	Fair housing representatives	16 attended the focus group. There were representatives from the City, the CoC, the fair housing committee, housing counselling agencies, and essential services providers.	There is a sense that there is still rental discrimination based on income, modification requests are often denied, and realtors still steer people away from certain areas. There needs to be more education and enforcement of fair housing law.	All comments were considered in the prioritization of needs process.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
12	Internet Outreach via online/paper survey	Non-targeted/broad community	Two surveys were disseminated to the community at large. Both surveys were available online and in paper version. The general survey garnered 89 responses from individuals and organizations. The prioritization survey got 300 responses.	The survey responses reinforced much of the information that was collected from the focus groups and community meetings. Housing affordability and access to safe housing for vulnerable populations was a concern. The need for more fair housing education was also expressed. The prioritization survey looked at housing needs at a more granular level and distinguished between housing needs for various populations. It also prioritized specific efforts in physical and economic development and essential services.	All comments were considered in the prioritization of needs process.
13	One on one stakeholder interviews	Specific representatives of various community stakeholders	7 individuals were interviewed. The interviews were scheduled for 30 minutes. Some went longer.	The interviews gathered additional insight into a variety of topics including housing, essential services, economic development, and transportation.	All comments were considered in the prioritization of needs process.

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

In order to ensure the most efficient and effective use of resources the City of Tulsa must first assess the needs of the community. In this section, the City's various demographic and economic indicators will be described and analyzed to provide the foundation needed for grant management.

Developing a picture of the current needs in the City begins by looking at broad trends in population, income, and household demographics. Once that data has been gathered those trends can be examined with a more nuanced analysis of variables, such as how family and household dynamics relate to race and housing problems.

A key goal of the Needs Assessment section is to identify the nature and prevalence of housing problems experienced by the City's residents. Per HUD's definition, there are 4 housing problems that are assessed:

- Cost-Burden, which is defined as households who spend 30% or more of their income on housing costs
- Lack of Complete Plumbing
- Lack of Complete Kitchen Facilities
- Overcrowding

In addition to the demographics analyzed, this section also looks at factors that impact or are impacted by the housing market. The City's public housing, needs of those facing homelessness, and non-homeless special needs are also discussed. Finally, non-housing development needs like Essential Services and infrastructure are also analyzed to assist in determining where resources should be allocated.

Whenever possible, each of these issues is juxtaposed with economic and demographic indicators to determine if certain groups carry a disproportionate burden. Understanding the magnitude and prevalence of these issues in the City of Tulsa is crucial to set evidence-based priorities for entitlement programs.

Data Note: Many fields in this document are populated automatically by the IDIS system. In order to provide the most accurate and up-to-date analysis, additional data sources are often used.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The housing needs of a community are, like all items in the market economy, a product of supply and demand. However, determining the factors that impact supply and demand is much more complicated than building one house for one household. Changes in population, household size, availability of rental housing, income, and the condition of a property all work to shift the community's housing needs.

The following section will show that the greatest housing issue facing the citizens of Tulsa is affordable housing. According to the 2013-2017 American Community Survey 5-Year Estimates, there are approximately 51,984 cost burdened households in the City, making up 32.9%. Renters are more likely to be cost burdened, approximately 46.5% pay over 30% of their income towards housing. Homeowners are better off, but still 26% of those with a mortgage and 12% of those without a mortgage are cost burdened. This issue points to the current housing supply being either too small or too expensive.

Demographics	Base Year: 2000	Most Recent Year: 2017	% Change
Population	393,049	401,352	2%
Households	165,881	164,381	-1%
Median Income	\$35,316.00	\$44,577.00	26%

Table 5 - Housing Needs Assessment Demographics

Alternate Data Source Name:

2000 Census (base), 2013-2017 ACS (most recent)

Data Source Comments:

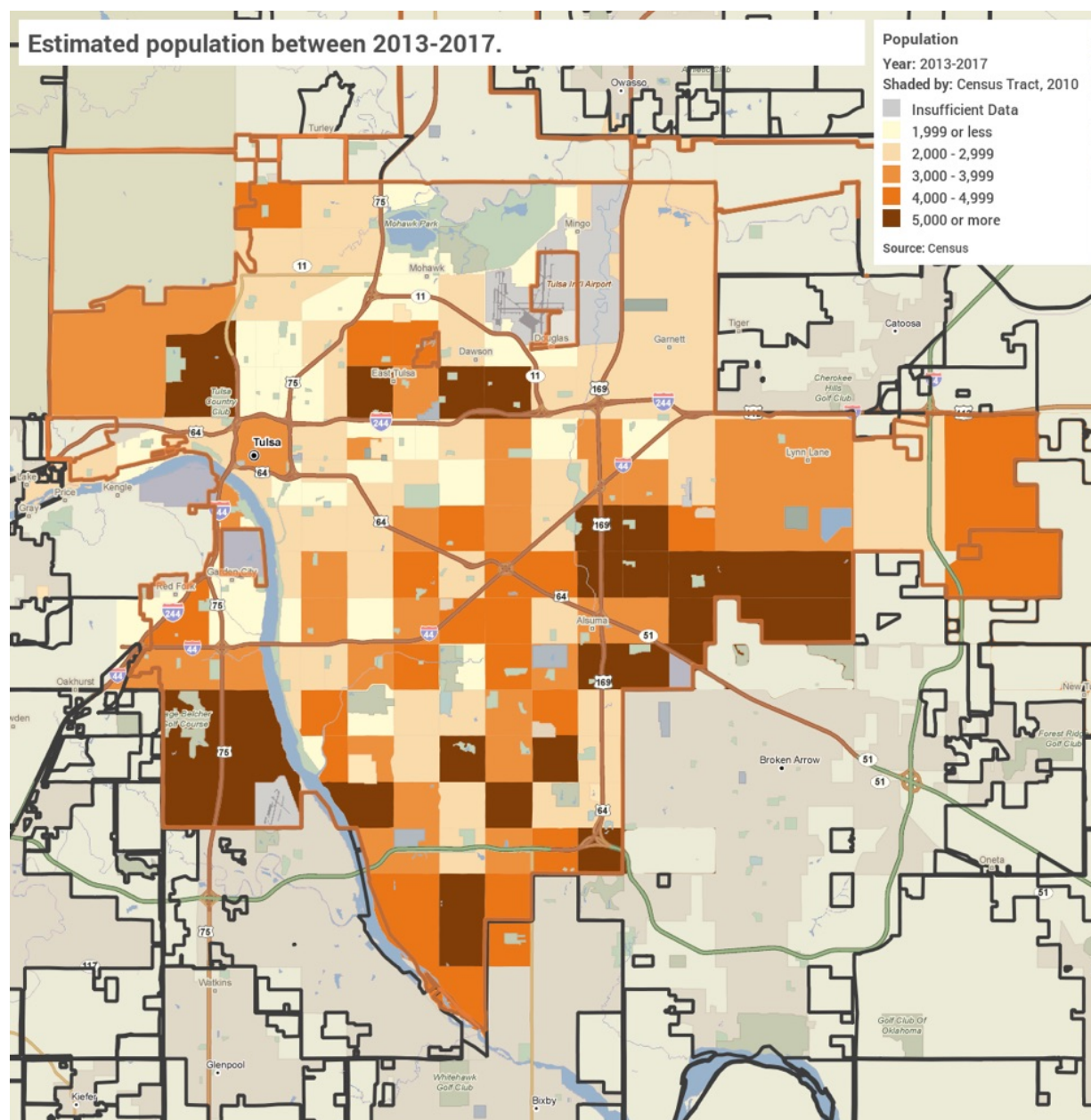
Since 2000, the population of Tulsa has remained relatively stable. In nearly 2 decades it has grown by less than 10,000 people, which represents a 2% growth. The number of households in the community has actually gone down since 2000 which points to an increase in household size.

Residents have a 26% higher median household income than they did in 2000. Unfortunately, due to inflation they have less buying power. The median household income in 2000 (\$35,316) had the same buying power as \$50,806 in 2017. Financially, residents are worse off now than they were then which can lead to increases in poverty and substandard living.

Population

The following map displays the population density throughout the City. Overall, the central part of the City appears to have a lower population per census tract than many of the outer tracts, particularly to the south. However, there is not a strong correlation between population and location. There are a few tracts closer to downtown that have relatively high populations (5,000 or more) that border relatively low population tracts (less than 2,000)

Source: 2013-2017 American Community Survey 5-Year Estimates

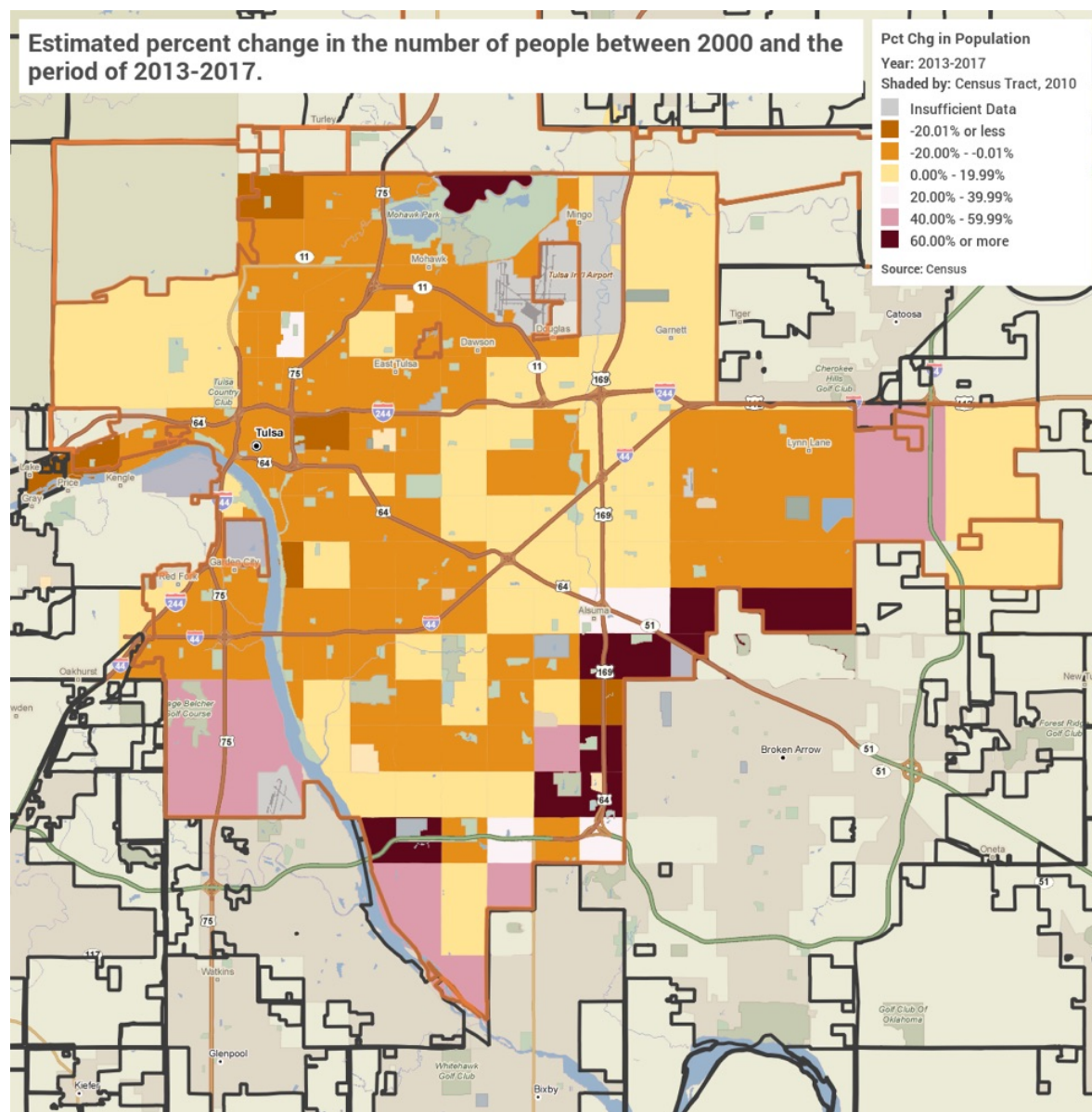


Population

Change in Population

As noted above, the City's population grew by 2% during this time period. That growth was not uniform throughout the City. In fact, the majority of the City saw a population decline, particularly in the downtown tracts. There is a clear pattern of population growth in the border areas and population shrinkage in the central tracts. The reasons for this flight to the suburbs may involve many factors, some of which will be discussed later in this document.

Source: 2013-2017 American Community Survey 5-Year Estimates

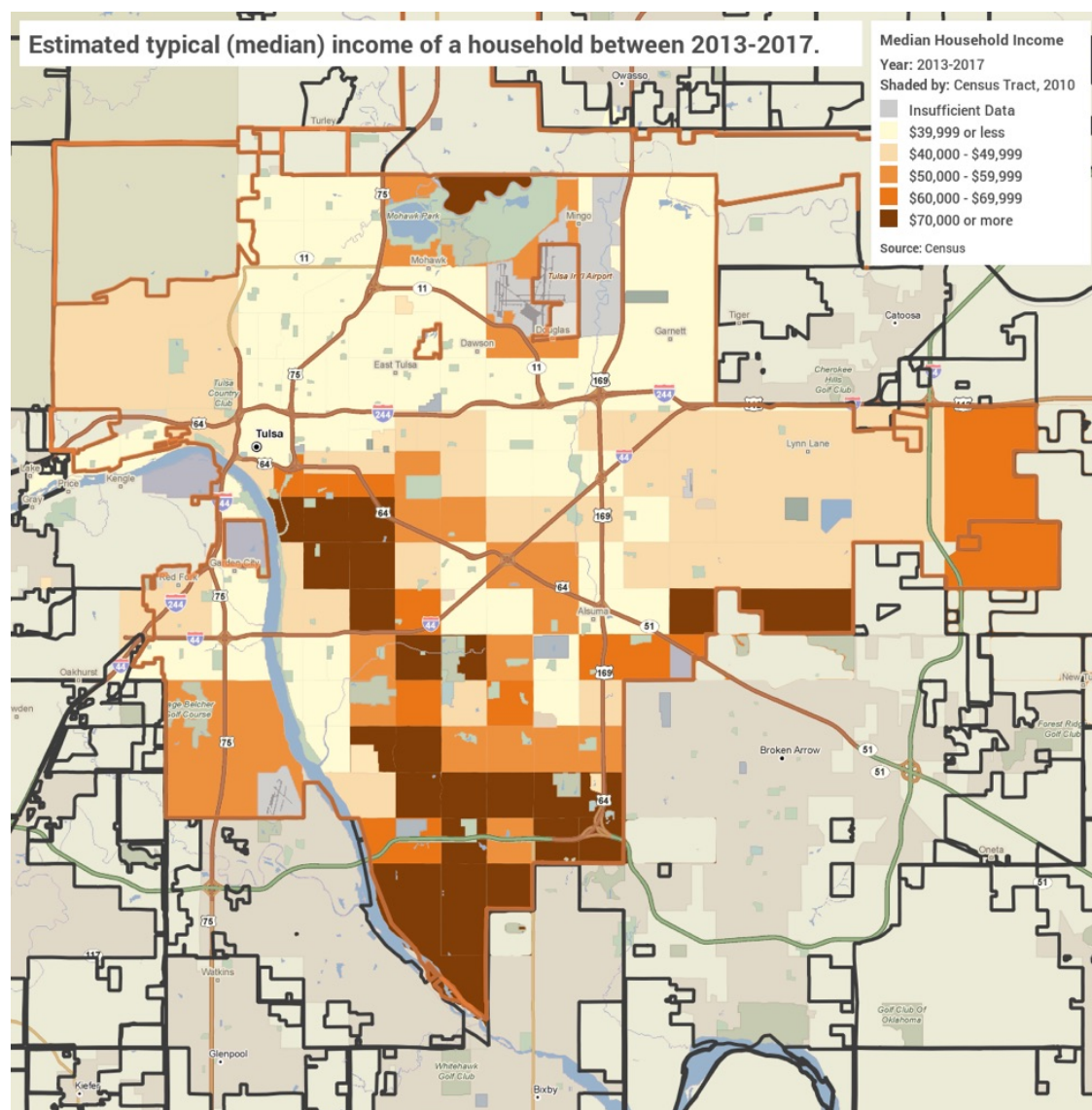


Population Change

Median Household Income

In the City of Tulsa, a household's income appears to be linked to where that person lives. The majority of the tracts in the central and northern areas have a noticeably lower median household income, often under \$40,000. Tracts in the south, on the other hand, tend to have a disproportionately high median household income that is over \$70,000 in many tracts. When income is concentrated in certain areas it can lead to concentrated areas of poverty, which become of particular concern if income and geography are closely related to race or ethnicity in the community.

Source: 2013-2017 American Community Survey 5-Year Estimates

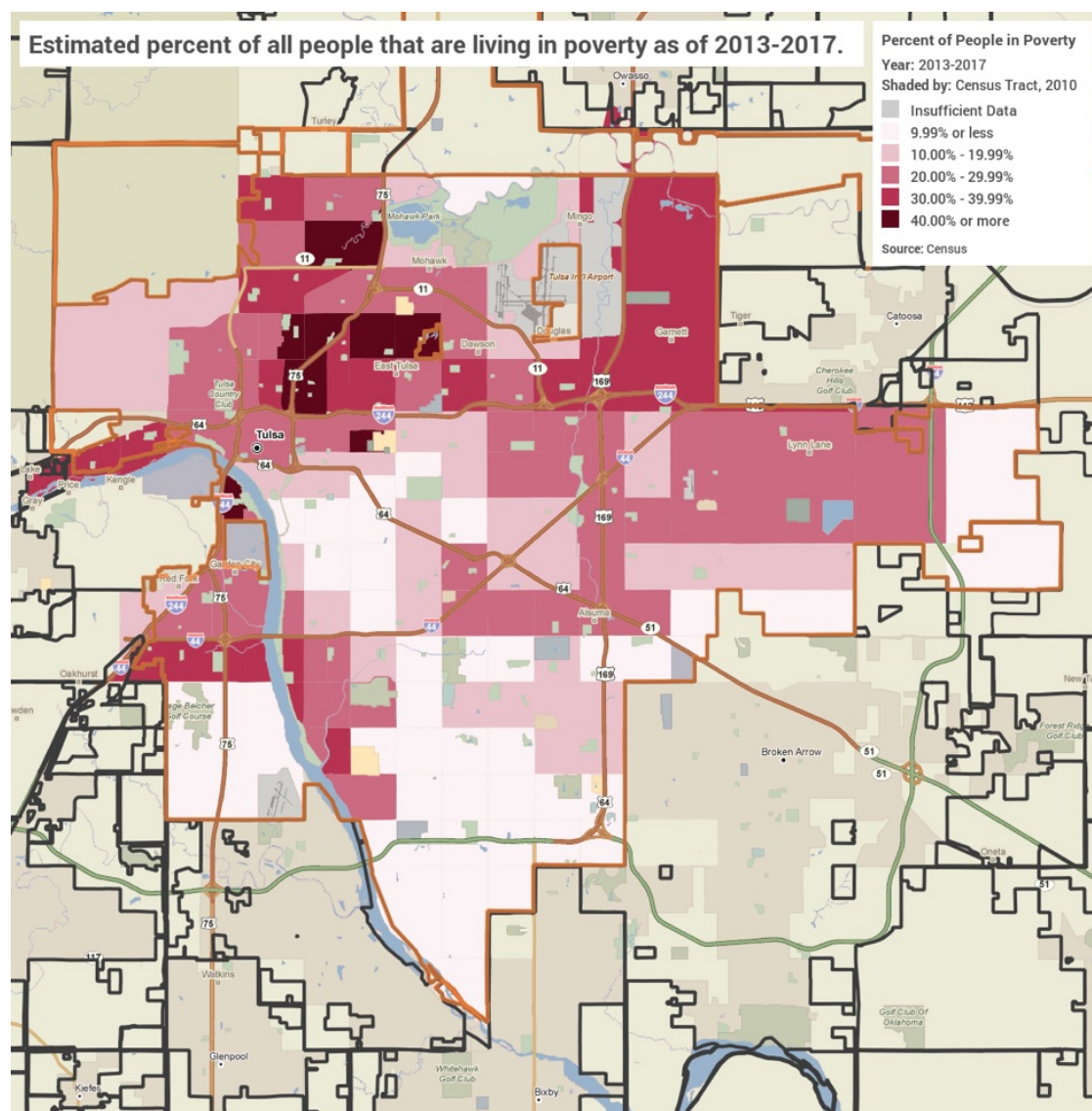


Median Household Income

Poverty

The following map shows that the areas with high poverty are also those that were identified above as having a low median household income. The poverty rate in several central tracts is over 40%, which is significantly higher than the southern tracts where the poverty rate is often less than 10%. According to City and County of Tulsa Homelessness Needs Assessment & Gaps Analysis report from 2019, 63% of families in poverty spend more than 50% of their income on housing, a level considered a severe cost-burden.

Source: 2013-2017 American Community Survey 5-Year Estimates



Poverty Level

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	26,445	23,135	30,185	17,935	66,775
Small Family Households	8,605	7,990	10,420	6,490	30,560
Large Family Households	1,930	2,080	2,430	1,365	4,470
Household contains at least one person 62-74 years of age	3,405	4,045	4,930	3,235	2,170
Household contains at least one person age 75 or older	2,605	3,265	3,595	2,125	1,175
Households with one or more children 6 years old or younger	5,855	5,395	5,365	2,750	7,555

Table 6 - Total Households Table

Alternate Data Source Name:
2011-2015 CHAS
Data Source Comments:

Number Households

The above table breaks down family dynamics and income in the jurisdiction using 2015 CHAS data. Residents who are in higher income ranges tend to have household demographics that differ from those in lower income ranges. For example, residents who earn more than 100% HAMFI are more likely to be a small family household and not have either an elderly person or a child under 6 than households that make less than 30% HAMFI. Larger families are more likely to be multi-generational and have children that must be cared for while still only having 1 or 2 people bringing in income that must be used to care for many people.

The factors which influence household size and education are often interrelated and work to reinforce each other. Education, employment opportunities, marital status and many other factors influence the household's access to income and household size. Residents who marry later also generally have higher education levels and tend to have smaller families, which means that in addition to higher earning potential these households also have fewer people to care for and fewer baseline living expenses.

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	330	135	200	140	805	110	80	90	95	375
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	220	225	215	110	770	10	25	60	10	105
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	710	730	765	250	2,455	115	180	235	210	740
Housing cost burden greater than 50% of income (and none of the above problems)	11,760	3,460	455	145	15,820	3,205	2,040	1,085	210	6,540

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	2,295	7,250	4,630	925	15,100	1,030	2,075	3,705	1,370	8,180
Zero/negative Income (and none of the above problems)	2,420	0	0	0	2,420	650	0	0	0	650

Table 7 – Housing Problems Table

Alternate Data Source Name:

2011-2015 CHAS

Data Source

Comments:

Housing Needs Summary

The table above gives an overview of housing problems in the City. Using 2015 CHAS data, it provides the numbers of households experiencing each category of housing problem broken down by income ranges (up to 100% AMI) and owner/renter status.

Cost burden is clearly the biggest housing problem in the City in terms of sheer numbers – a common trend in many communities across the state and nation today. According to the 2015 CHAS data there were 30,920 renters and 14,720 homeowners in the 0% to 100% AMI range spending more than 30% of their income on housing costs (100% AMI is the area median income). The bigger picture is actually worse, however, because these figures do not include households that earn more than 100% of the median income.

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	15,310	11,800	6,265	1,565	34,940	4,465	4,400	5,175	1,890	15,930
Having none of four housing problems	2,635	3,080	10,380	7,215	23,310	955	3,860	8,360	7,270	20,445
Household has negative income, but none of the other housing problems	2,420	0	0	0	2,420	650	0	0	0	650

Table 8 – Housing Problems 2

Alternate Data Source Name:

2011-2015 CHAS

Data Source

Comments:

Severe Housing Problems

The table above shows households with at least one severe housing problem broken out by income and occupancy. The trend in the data is simply the lower the income in a household, the greater presence of severe housing problems.

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50- 80% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	6,435	4,445	1,865	12,745	1,050	1,285	1,765	4,100
Large Related	1,405	1,045	355	2,805	340	395	245	980
Elderly	1,990	1,475	610	4,075	1,710	1,365	925	4,000
Other	7,455	4,115	2,200	13,770	1,545	735	1,125	3,405
Total need by income	17,285	11,080	5,030	33,395	4,645	3,780	4,060	12,485

Table 9 – Cost Burden > 30%

Alternate Data Source Name:

2011-2015 CHAS

Data Source

Comments:

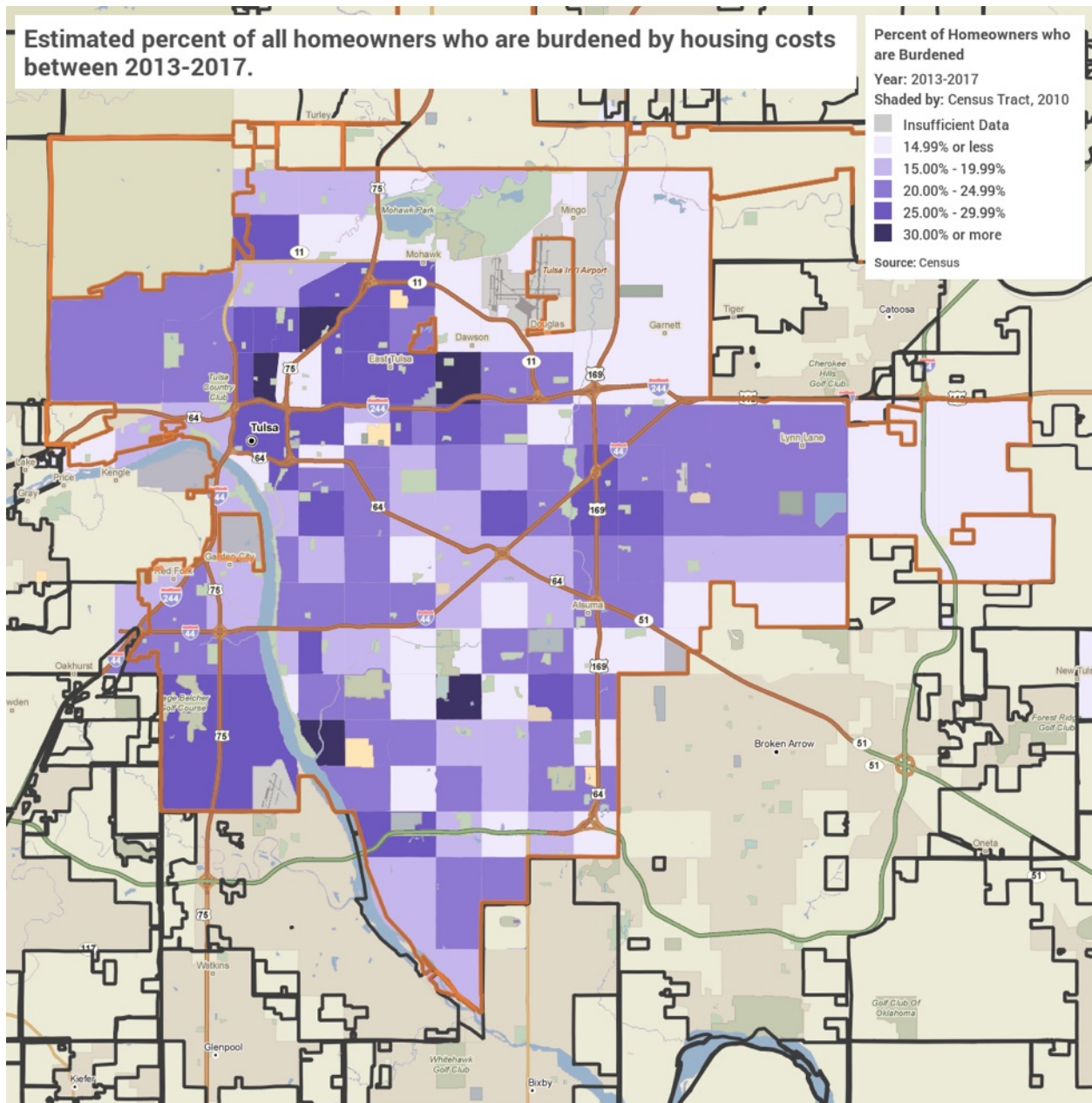
Cost Burden

The table above displays 2015 CHAS data on cost-burdened households in the City for the 0% to 80% AMI cohorts.

Housing Cost-Burdened

The maps and data above showed that income and poverty appear to be closely tied to geography, which includes clear concentrations in certain areas. For cost burden, the picture is less clear. Tracts with high homeowner cost burden rates (30% or more) are found throughout the City, as are low cost burden tracts (less than 15%).

Source: 2013-2017 American Community Survey 5-Year Estimates



Cost Burdened Homeowners

Cost Burdened Renters

Cost burdened renters show a similar distribution throughout the City. Despite concentrated areas of income and poverty, the tracts with high cost burden (60% or higher) are found on opposite ends of the City while relatively low cost burden rates (30% or less) are found throughout.

Cost Burdened Renters

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	4,690	1,420	105	6,215	800	710	315	1,825
Large Related	965	285	25	1,275	300	130	50	480
Elderly	1,380	695	200	2,275	950	580	255	1,785
Other	5,240	1,060	115	6,415	980	470	300	1,750
Total need by income	12,275	3,460	445	16,180	3,030	1,890	920	5,840

Table 10 – Cost Burden > 50%

Alternate Data Source Name:

2011-2015 CHAS

Data Source

Comments:

Severe Cost Burden

The data presented above shows the severe cost burden in the City, which is defined as paying more than 50% of household income on housing cost. While it is less likely that a household would be severely cost burdened, there are still over 20,000 residents who pay over half their income to housing costs alone.

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	865	825	840	225	2,755	120	145	205	150	620
Multiple, unrelated family households	65	90	60	105	320	4	60	90	70	224
Other, non-family households	14	34	80	30	158	0	0	0	0	0
Total need by income	944	949	980	360	3,233	124	205	295	220	844

Table 11 – Crowding Information – 1/2

Alternate Data Source Name:

2011-2015 CHAS

Data Source

Comments:

Overcrowding

HUD defines an overcrowded household as one having from 1.01 to 1.50 occupants per room and a severely overcrowded household as one with more than 1.50 occupants per room. This type of condition can be seen in both renter and homeowner households, but it is much more prevalent in renter households. There are over 3,000 renters, mostly single-family households, that are overcrowded.

Describe the number and type of single person households in need of housing assistance.

According to the 2013-2017 ACS 5 Year Estimates 35.2% of occupied housing units in Tulsa are single person households. This equates to approximately 57,786 households. Renters are more likely to live in a single-person household than homeowners. Approximately 41.5% of renter-occupied units are single-person households as compared to 29.1% of owner-occupied households.

Elderly residents who live alone may be in particular need of housing assistance. They are often on a fixed income and need assistance to maintain autonomy. In Tulsa, nearly 34% of all households or 18,160 people with someone over the age of 65 are single-person households.

Given that renters and elderly residents are more likely cost burdened than other populations it is likely that many, if not most, of these residents are in need of housing assistance.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Disability

In Tulsa there are 58,737 individuals who have a disability. They represent 14.8% of the population. Black and American Indian residents have higher disability rates than other racial or ethnic groups. The disability rate is highest for older residents, which isn't surprising as disabilities become more prevalent as people age. Ambulatory difficulty is the most common disability with 31,254 individuals reporting it.

Victims of Rape and Domestic Violence

According to the FBI's 2017 Uniform Crime Report, there were 423 reported rapes in Tulsa. Rape is consistently under reported and it is very likely there are significantly more families that need housing support due to this crime. The Tulsa Police Department reports that in 2018 there were 422 rapes.

During 2018, The US Department of Justice Office on Violence Against Women awarded \$1,650,936 in grant funds to organizations in the City of Tulsa. During that same year, the Domestic Violence Intervention Services assisted a large number of survivors, including:

- Counseling for 2,435 survivors of domestic and sexual violence
- Advocacy to 482 survivors of rape and sexual assault
- Advocacy to 9,444 people seeking court services and protective orders
- Advocacy to 852 survivors working with law enforcement
- Education and outreach to 12,063 adults and teens in the community
- Answered 25,314 calls to the crisis and information line
- Safe housing for 496 survivors and their children at the emergency shelter for a total of 17,348 bed nights of shelter
- Safe housing for 75 survivors and children at a transitional living facility
- Legal services to 296 survivors of domestic violence, sexual assault, and stalking
- Safe housing for 29 dogs and 9 cats at the emergency shelter.

What are the most common housing problems?

Like many communities across the country, cost burden is the most common housing problem. When residents pay over 30% of their income to housing costs they are at an increased risk of homelessness and substandard living conditions. Resources spent on housing become unavailable for transportation, health care, child care, and education. All these factors reinforce each other creating an economic situation that is difficult to exit. High housing costs reduce the availability of reliable transportation which prevents access to new economic opportunities which then makes it difficult to earn enough money to cover housing expenses.

According to the 2013-2017 American Community Survey 5-Year Estimates, there are approximately 51,984 cost burdened households in the City, making up 32.9% of the population. Renters are more likely to be cost burdened; approximately 46.5% pay over 30% of their income towards housing. Homeowners are better off but still 26% of those with a mortgage and 12% of those without a mortgage are cost burdened. This points to the current housing supply being either too small or too expensive.

These issues are more severe among low income households. The most recent CHAS data reports that there are 97,695 households whose income is equal to or less than 80% HAMFI. Of these households 45,880 (47%) have a housing cost burden of 30% or more. This is split into 12,485 owner occupied households and 33,395 renter households. Of these households 22,020 have a cost burden greater than 50%.

Are any populations/household types more affected than others by these problems?

Housing problems are concentrated in low-income neighborhoods, which have high levels of minority concentration. An analysis of race and cost burden is conducted in the Market Analysis section of this report.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Approximately 46.5% of the renters in Tulsa have rental obligations that consume more than 30% of their household income. This presents an unreasonably large burden on such households; one for which increasing income is the most likely cure. Approximately 2,873 low income households are overcrowded, 944 of which are extremely low income. Homelessness prevention programs that assist at-risk renters before they reach an unresolvable impasse with their landlords need sufficient funding and the necessary level of promotion so that at-risk renters know how and when to take advantage of them.

Families that approach the end of their Rapid Re-Housing (RRH) assistance will have received required monthly ongoing case management support services of the type that will prepare them to seek and maintain housing on their own. Such services include the development of a housing stabilization and eviction prevention plan which includes budgeting, seeking and retaining employment, household management, and family roles and responsibilities, as well as access to legal counseling and education on available community resources. This type of support will remain an ongoing need for these individuals and families especially when the financial support received through RRH assistance programs end. There is a provision for continued referrals to community support services after RRH assistance ends, but it cannot be comprehensively measured as to outcomes without additional resources.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

No at-risk populations data available.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

The factors that contribute to an increased risk of homelessness are as varied as the populations served by the programs available to address them. Lack of sufficient income or the employment stability needed to generate adequate income is a key element. Health issues (both mental and physical) and the lack of education or having job skills that aren't valued or needed by employers can heavily influence the amount of income available to pay for a family's housing. Substance abuse, criminal background, prior evictions, high levels of debt and the loss of benefits (such as housing vouchers or Temporary Assistance for Needy Families (TANF)) can adversely impact the stability of a family's housing situation. Incidences of domestic violence or human trafficking can also greatly diminish one's ability to afford housing, especially when children are involved.

Discussion

The data provided above along with the comments received during the consultation process make it clear that access to decent affordable housing remains to be an issue within Tulsa. Many residents are cost-burdened which puts a financial strain on the households. This was taken into account when creating the priorities, needs and goals, however with limited funds and a large number in need, solutions to these issues are limited.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

This section compares the existence of housing problems amongst racial groups against that of the jurisdiction as a whole in an effort to determine if any group(s) share a disproportionate burden of the area's housing problems. For this purpose, HUD guidelines deem a disproportionately greater need exists when persons of a particular racial or ethnic group experiences housing problems at a rate of at least 10 percentage points higher than the jurisdiction as a whole.

The following series of tables looks at the existence of housing problems amongst different racial and ethnic groups across the 0%-30%, 30%-50%, 50%-80%, and 80%-100% AMI cohorts.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	19,775	3,590	3,070
White	9,605	1,905	1,385
Black / African American	5,210	980	1,025
Asian	495	40	125
American Indian, Alaska Native	755	185	135
Pacific Islander	10	0	4
Hispanic	2,130	200	195

Table 12 - Disproportionally Greater Need 0 - 30% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	16,200	6,940	0
White	8,250	3,875	0
Black / African American	3,485	1,225	0
Asian	340	120	0
American Indian, Alaska Native	570	375	0
Pacific Islander	25	15	0
Hispanic	2,480	980	0

Table 13 - Disproportionally Greater Need 30 - 50% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	11,440	18,740	0
White	6,320	10,785	0
Black / African American	1,920	3,165	0
Asian	345	325	0
American Indian, Alaska Native	465	825	0
Pacific Islander	10	50	0
Hispanic	1,585	2,540	0

Table 14 - Disproportionally Greater Need 50 - 80% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,455	14,485	0
White	2,290	9,200	0
Black / African American	455	1,970	0
Asian	75	275	0
American Indian, Alaska Native	150	630	0
Pacific Islander	0	0	0
Hispanic	320	1,580	0

Table 15 - Disproportionally Greater Need 80 - 100% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

Extremely Low Income Households

Residents of the City of Tulsa who earn 30% HAMFI or less are considered extremely low income. Housing problems for this demographic are incredibly common. Citywide, approximately 74.81% of all extremely low-income households have at least one housing problem, the most common being cost burden. There are no racial or ethnic groups that have a disproportionately high rate of housing problems in this group.

Very Low Income Households

A household that earns between 30% and 50% HAMFI is classified as very low income. Housing problems are slightly less common for this group than extremely low income households with 70% of the population with a problem. As with the extremely low income population, there are not any racial or ethnic groups that have a disproportionately high housing rate of housing problems.

Low Income Households

Housing problems are significantly less common in households that earn between 50% and 80% HAMFI. Citywide, nearly 38% of households in this group have a housing problem. There is one racial group that is disproportionately affected by housing problems. Over 51% of Asian low income households have a housing problem, however this population is relatively small. There are only 670 Asian households in the City, making up approximately 2% of the income group.

Moderate Income Households

Housing problem rates decline further for this group with only 19.26% of households who earn 80% to 100% HAMFI having a housing problem. There are no racial or ethnic groups that are disproportionately affected by housing problems for this income group.

Conclusion

As can be expected, as a household's income increases the housing problem rate decreases, particularly when a household earns 50% or more HAMFI. According to CHAS data, there is one income group with a race that is disproportionately affected by housing problems, but the population is relatively small.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

This section compares the existence of severe housing problems amongst racial groups against that of the jurisdiction as a whole in an effort to determine if any group(s) share a disproportionate burden of the area's housing problems. For this purpose, HUD guidelines deem a disproportionately greater need exists when persons of a particular racial or ethnic group experiences housing problems at a rate of at least 10 percentage points higher than the jurisdiction as a whole.

The following series of tables looks at the existence of housing problems amongst different racial and ethnic groups across the 0%-30%, 30%-50%, 50%-80%, and 80%-100% AMI cohorts.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	16,445	6,915	3,070
White	8,110	3,400	1,385
Black / African American	4,200	1,990	1,025
Asian	420	115	125
American Indian, Alaska Native	615	325	135
Pacific Islander	10	0	4
Hispanic	1,780	550	195

Table 16 – Severe Housing Problems 0 - 30% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,870	16,265	0
White	3,560	8,565	0
Black / African American	1,515	3,195	0
Asian	200	260	0
American Indian, Alaska Native	235	715	0
Pacific Islander	10	30	0
Hispanic	1,025	2,430	0

Table 17 – Severe Housing Problems 30 - 50% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,110	27,075	0
White	1,555	15,545	0
Black / African American	445	4,640	0
Asian	160	515	0
American Indian, Alaska Native	115	1,175	0
Pacific Islander	10	50	0
Hispanic	715	3,415	0

Table 18 – Severe Housing Problems 50 - 80% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,160	16,775	0
White	685	10,800	0
Black / African American	95	2,330	0
Asian	35	315	0
American Indian, Alaska Native	80	695	0
Pacific Islander	0	0	0
Hispanic	240	1,665	0

Table 19 – Severe Housing Problems 80 - 100% AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

Extremely Low Income Households

Residents of the City of Tulsa who earn 30% HAMFI or less are considered extremely low income. Severe housing problems for this demographic are common. Citywide, approximately 62.22% of all extremely low-income households have at least one severe housing problem, the most common being cost burden.

There are no racial or ethnic groups that have a disproportionately high rate of housing problems in this group.

Very Low Income Households

Severe housing problems are significantly less common for very low income households than extremely low income households with 29.7% of the population with a severe housing problem. Asian households face severe housing problems at a disproportionate rate of 43.48%. This population is relatively small, though. There are approximately 460 Asian households in this income group.

Low Income Households

For low income households having a severe housing problem is relatively rare. Only 10.3% of households in the City have a severe housing problem. Again, Asian households appear to have severe housing problems at a disproportionately high rate, 23.7%, and are a relatively small population, 675 households.

Moderate Income Households

Severe housing problems are very rare for moderate income households. Approximately 6.47% of the households in this group have a severe housing problem. There are no racial or ethnic groups that are disproportionately affected by housing problems for this income group.

Conclusion

As can be expected, as a household's income increases the severe housing problem rate decreases. There are a couple of instances where Asian households appear to have a disproportionately high rate of severe housing problems but, overall, there are relatively few households that experience severe housing problems.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

HUD defines a disproportionately greater need - housing cost burden when the members of a racial or ethnic group at a given income level experience a housing cost burdens at a greater rate (10% or more) than the income level as a whole. Households who pay more than 30% of their income for housing are considered cost burdened. Households paying more than 50% of their income are considered severely cost burdened.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	110,505	26,800	23,975	3,200
White	75,455	14,860	13,105	1,420
Black / African American	12,560	5,160	5,575	1,095
Asian	2,300	565	560	135
American Indian, Alaska Native	4,245	1,025	840	140
Pacific Islander	85	35	10	4
Hispanic	10,165	3,265	2,200	205

Table 20 – Greater Need: Housing Cost Burdens AMI

Alternate Data Source Name:

2011-2015 CHAS

Data Source Comments:

Discussion:

Housing cost burden is a significant problem in the City of Tulsa. According to the CHAS data, there are nearly 100,000 households that are cost burdened, nearly half of which pay 50% or more of their income to housing cost. Approximately 16.6% of all households in the City pay between 30% and 50% of their income to household costs. Only one racial group appears to have a disproportionately high cost burden, 26.9% of Pacific Islander households are cost burdened. However, there are only 35 households estimated to fall in this group, a very small population. Nearly 15% of the City's households pay 50% or more of their income to housing costs, but no racial or ethnic groups are disproportionately affected.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

Housing Problems

30% HAMFI or less

Residents of Tulsa who earn 30% HAMFI or less are considered extremely low income. Housing problems for this demographic are extremely common. Citywide, approximately 74.81% of all extremely low-income households have at least one housing problem, the most common being cost burden. There are no racial/ethnic groups that have a disproportionately high rate of housing problems in this group.

30-50%

A household that earns between 30% and 50% HAMFI is classified as very low income. Housing problems are slightly less common for this group with 70% with a problem. There are no racial/ethnic groups that have a disproportionately high rate of housing problems.

50-80%

Housing problems are significantly less common in households that earn between 50% and 80% HAMFI. Citywide, nearly 38% of households in this group have a housing problem. There is one racial group that is disproportionately affected by housing problems. Over 51% of Asian low income households have a housing problem, however this population is relatively small. There are only 670 Asian households in the City, making up approximately 2% of the income group.

80-100%

Only 19.26% of households who earn 80% to 100% HAMFI have a housing problem. There are no racial/ethnic groups that are disproportionately affected by housing problems for this income group.

Conclusion

As a household's income increases the housing problem rate decreases, particularly when a household earns more than 50% or more HAMFI. According to CHAS data, there is one income group with a race that is disproportionately affected by housing problems, but the population is relatively small.

Severe Housing Problems

30% HAMFI or less

Residents who earn 30% HAMFI or less are considered extremely low income. Severe housing problems for this demographic are common. Citywide, approximately 62.22% of all extremely low-income households have at least one severe housing problem, the most common being cost burden. There are no racial/ethnic groups that have a disproportionately high rate of housing problems in this group.

30-50%

For this category 29.7% of the population have a severe housing problem. Asian households face severe housing problems at a disproportionate rate of 43.48%. This population is relatively small, with approximately 460 Asian households in this income group.

50-80%

Only 10.3% of households in this group have a severe housing problem. Asian households have severe housing problems at a disproportionately high rate of 23.7%. This population is relatively small, with approximately 675 Asian households in this income group.

80-100%

Approximately 6.47% of the households in this group have a severe housing problem. There are no racial/ethnic groups that are disproportionately affected by housing problems for this income group.

Conclusion

As a household's income increases the severe housing problem rate decreases. There are a couple of instances where Asian households appear to have a disproportionately high rate of severe housing problems, but overall there are relatively few households.

Cost Burden

Housing cost burden is a significant problem in Tulsa. There are nearly 100,000 households that are cost burdened, nearly half of which pay 50% or more of their income to housing cost. Approximately 16.6% of all households pay between 30% and 50% of their income to household costs. Only one racial group appears to have a disproportionately high cost burden, 26.9% of Pacific Islander households are cost burdened. However, there are only 35 households estimated to fall in this group, a very small population. Nearly 15% of the City's households pay 50% or more of their income to housing costs, but no racial/ethnic groups are disproportionately affected.

If they have needs not identified above, what are those needs?

No additional needs have been identified.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

Race and ethnicity are often linked to economic opportunities and the area of a City where people live. This issue is discussed in detail in Section MA-50.

NA-35 Public Housing – 91.205(b)

Introduction

In September 1967 when the Housing Authority of the City of Tulsa (THA) was created, the need for safe, decent and sanitary housing was tremendous. Families were living in substandard conditions without electricity, gas or running water. At that time, almost 20% of the housing available in the City was substandard in some way.

When THA opened its first Public Housing Community, Seminole Hills, there was waiting list of 2,200 applications for the 150 units available. By the time Comanche Park and Apache Manor were completed, the waiting list had grown to 3,700 applications. The early demographics of THA showed that 60% of the residents were minors and that single women headed 65% of the households.

The next decade would be the most significant for THA in terms of growth. By 1979, THA had constructed or purchased 2,424 units of public housing. The initial Housing Assistance Program (HAP) had reached its 900-unit maximum and the new Section 8 Certificate program had grown to 1,200 units.

Subsidized housing continued to change and grow during the 1980's. Construction on East Central Village, Murdock Villa and Inhofe Plaza was completed. The Moderate Rehabilitation and Section 8 Voucher Program had been introduced and by the mid-80's, the HAP program had been phased out. By 1989, THA was providing housing for almost 20,000 of Tulsa's citizens and community attention began to focus on the need for social, educational and employment programs in public housing.

This community focus resulted in the development of structured self-sufficiency programs in both Section 8 and Public Housing. In 1990 THA opened what would become the first of 13 Resource Centers for residents at Apache Manor. The Section 8 Family Self-Sufficiency Program was introduced in 1991, and by 1992 THA had officially created a Resident Services Program, with the purpose of addressing various needs of families in Public Housing. Funding through the Department of Housing and Urban Development (HUD) enabled THA to create a Security Department to rid THA communities of drugs and criminal activity. A Self-Sufficiency Program for residents of public housing was introduced and a Homeownership Program was developed.

As THA's third decade came to an end, THA had grown and evolved into a professional housing agency that is responsive to resident needs and was developing highly creative and innovative solutions to address those needs. THA currently has 2,247 public housing units and 4,960 Housing Choice Vouchers; however, THA is in the middle of a Rental Assistance Demonstration (RAD) conversion, with properties in the process of

converting, so this number is somewhat fluid. As of the date of this plan, THA has 1,560 units which are currently occupied across public housing and RAD units. This includes intentional vacancies across 3 properties due to HUD approved redevelopment work and a Choice Neighborhood project. In addition, THA has 3 casualty loss units across public housing and RAD projects.

All of Riverview Park has been approved for demolition and disposition, with tenants in the final 55 units being relocated in 2020. THA has substantial vacancies at Sandy Park and Apache Manor in preparation for comprehensive rehabilitation work through 4% Low Income Housing Tax Credits and tax-exempt bonds scheduled to begin in May 2020. In addition, other public housing sites are under varying repairs in preparation for RAD conversions, which has resulted in varying vacancies.

Table 22 below includes to-date information provided by THA on total units in use. Tables 23 through 26 include information on resident characteristics that was obtained from the PIH Information Center. As a result, small discrepancies will be noted in the totals across the tables as the PIC data is not as current.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	39	1,560	4,709	84	4,625	60	0	100

Table 21 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Alternate Data Source Name:

Tulsa Public Housing Authority

Data Source Comments:

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	9,105	10,248	13,349	11,366	13,465	8,889	0
Average length of stay	0	1	3	5	0	5	2	0
Average Household size	0	1	2	2	1	2	1	0
# Homeless at admission	0	1	104	177	14	128	35	0
# of Elderly Program Participants (>62)	0	1	418	977	6	939	32	0
# of Disabled Families	0	16	691	2,749	31	2,672	45	0
# of Families requesting accessibility features	0	0	0	4,407	0	4,353	25	9
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 22 – Characteristics of Public Housing Residents by Program Type

Alternate Data Source Name:

PIC (PIH Information Center)

Data Source Comments:

Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	47	2,297	3,062	53	2,858	66	0	84
Black/African American	0	40	2,930	6,933	60	6,722	36	0	115
Asian	0	0	78	51	0	51	0	0	0
American Indian/Alaska Native	0	13	755	729	9	696	2	0	20
Pacific Islander	0	0	66	103	0	101	0	0	2
Other	0	0	15	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 23 – Race of Public Housing Residents by Program Type

Alternate Data Source Name:
PIC (PIH Information Center)

Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	20	398	706	7	692	1	0	6
Not Hispanic	0	75	5,073	9,761	111	9,344	102	0	203
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Ethnicity of Public Housing Residents by Program Type

Alternate Data Source Name:
PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

THA maintains waiting lists for both the Public Housing and Housing Choice Voucher (HCV) programs. Since 2017, THA switched to site based waiting lists for each property, and separated the HCV waitlist. On average each property has a waiting list of 600-1000 applicants. Currently, the HCV waiting list is open and has been since December 2014; applicants are being selected from the list to replace families as they terminate from the program. The HCV waitlist is at 8,600.

The majority of the applicants on both lists are households with 2 or more members, which results in a need for safe, affordable multi-bedroom units. THA also owns and manages Murdock Villa Apartments, a Section 8 Project-based site. It was built for the disabled and is totally accessible.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The most immediate needs of residents in public housing and HCV program holders are affordable housing options and higher income levels that will help them become self-sustainable. As seen in the assessment of extremely low-income households (households with 30% AMI or less), the lower the income, the less affordable housing becomes and the more likely a household will experience housing cost burden.

With almost 1,300 elderly and 3,600 disabled public housing residents, additional access to accessible affordable housing units is a major need among public housing residents. This is the largest subpopulation with special needs and represents an immediate need of residents on the programs for accessible units.

Other immediate needs of families on both programs include transportation, GEDs, employment training, daycare and daycare assistance, and jobs.

How do these needs compare to the housing needs of the population at large

Most of the needs of the residents in these programs are the same as the general population. However due to extremely low-income, their needs seem to be overwhelming with families in the HCV program having an average annual income of \$9,693 and families living in Public Housing having an average annual income of \$6,190, making everyday living a challenge. Most families lack transportation to find jobs and attend school or to get to the grocery store or to seek medical attention. Families that must relocate to different units on the HCV program often find it hard to come up with security and utility deposits.

The barrier of finding accessible units for the disabled is also similar to those in the general population, with the primary difference being their income.

Discussion

The City of Tulsa Housing Authority continues to be one of the main providers of affordable housing to Tulsa's low-income populations, providing assistance to nearly 20,000 individuals (7,200 households) who are predominately low-income households.

With almost 1,300 elderly and 3,600 disabled public housing residents, additional access to accessible affordable housing units is a major need among public housing residents.

Source: THA 2018 Annual Report.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Homelessness is a particularly troublesome and complex issue that most communities across the United States must address. A major reason that homelessness is difficult to address is that it has many causes with overlapping and interrelated variables. The cause of any single person's homelessness often lies, not in a single factor, but at the convergence of many events and conditions. From one perspective, homelessness is an economic problem caused by unemployment, lack of affordable housing options, or poverty. From another perspective, homelessness is a health issue because many homeless persons struggle with mental illness, physical disabilities, HIV/AIDS, substance abuse, or a combination of those health factors. A third perspective is to view homelessness as a social problem with factors such as domestic violence, educational attainment, and race lying at the root. In reality, homelessness can be caused by all of these issues and they are often interrelated. Due to this complexity, addressing homelessness requires a collaborative and community-based approach.

The Stewart B. McKinney Homeless Assistance Act defines the “homeless” or “homeless individual” or “homeless person” as an individual who lacks a fixed, regular, and adequate night-time residence; and who has a primary night-time residence that is:

- A supervised publicly or privately-operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
- An institution that provides a temporary residence for individuals intended to be institutionalized; or
- A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	195	32	281	0	55	69
Persons in Households with Only Children	22	10	184	0	61	17
Persons in Households with Only Adults	634	264	4,227	0	240	52
Chronically Homeless Individuals	218	120	466	0	0	0
Chronically Homeless Families	217	112	329	0	0	0
Veterans	84	22	546	0	373	0
Unaccompanied Child	25	73	184	0	0	0
Persons with HIV	1	3	15	0	0	0

Table 25 - Homeless Needs Assessment

Data Source Comments: Data Provided by the Community Service Council of Greater Tulsa, Continuum of Care lead organization and the entity responsible for overseeing the Homeless Management Information System.

Indicate if the homeless population is: Has No Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

The number of persons becoming homeless is estimated to be 3,255 households, but this number is not broken down for each category above. The number of persons exiting homelessness each year is provided as households and does not include a large number of shelter stayers exited without an exit destination.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	215	115
Black or African American	179	30
Asian	6	0
American Indian or Alaska Native	93	43
Pacific Islander	2	0
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	43	17
Not Hispanic	667	260

Data Source

Comments:

The PIT Count doesn't break out data by Race/Ethnicity.

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

Families with children: Per the most recent Point-in-Time count data available for the Continuum, Tulsa had 227 unique households in need of housing assistance.

Families of Veterans: There are approximately 106 veterans experiencing homelessness on a single night in Tulsa, according to the most recent Point-In-Time Count. Of those, 3 households included adults with children. Most veterans (84) were sheltered.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Approximately half of those considered homeless in Tulsa identify themselves as being White. Those who identify themselves as Black or African American totals 21%. The percentage of the homeless that identify themselves as American Indian or Alaska Native is 14% which is a 7% increase from 2018. A total of 6% who are homeless identify as Hispanic.

Note: The table above does not allow for including Multiple Races as a race. The Continuum of Care reports that 63 individuals identify as Multiple Races and 118 had no response.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The Point in Time count summary for January 24, 2019 indicated that 277 (28%) of the 987 persons surveyed were unsheltered. Of those sheltered, 531 were located in emergency shelters, 136 were in transitional housing and 8 were in safe haven. Of the total sheltered and unsheltered 138 were children under the age of 18.

Discussion:

Homelessness in Tulsa has shown an increase of 8% over the past 5 years (2014-2019) including an increase in unsheltered homelessness of 5%. Although our community has been housing individuals and families at a record pace, the inflow of first-time homeless (65% in 2018) has made it difficult to decrease the number experiencing homelessness. Gaps in the homeless services network include homelessness prevention and diversion, professional services including healthcare, case management and street outreach. In addition, the emergency shelters operate at an average of 96% capacity.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

There are 4 primary groups with non-homeless special needs in the jurisdiction. They are the elderly and frail elderly, those with HIV/AIDS and their families, those with alcohol and/or drug addiction, and the mentally or physically disabled. This section will explain who they are, what their needs are, and how the City is accommodating or should accommodate these needs.

HOPWA

Current HOPWA formula use:	
Cumulative cases of AIDS reported	893
Area incidence of AIDS	19
Rate per population	187.2
Number of new cases prior year (3 years of data)	0
Rate per population (3 years of data)	0
Current HIV surveillance data:	
Number of Persons living with HIV (PLWH)	1,894
Area Prevalence (PLWH per population)	191
Number of new HIV cases reported last year	77

Table 26 – HOPWA Data

Alternate Data Source Name:

2016 OK State Department of Health

2018 CDC HIV Surveillance

HIV Housing Need (HOPWA Grantees Only)

Type of HOPWA Assistance	Estimates of Unmet Need
Tenant based rental assistance	95
Short-term Rent, Mortgage, and Utility	265
Facility Based Housing (Permanent, short-term or transitional)	76

Table 27 – HIV Housing Need

Data Tulsa Cares
Source:

Describe the characteristics of special needs populations in your community:

Elderly: The elderly population faces increased challenges and providing decent, affordable housing is incredibly important. It is medically beneficial and emotionally comforting for this population to remain in a familiar setting and, as a result, strong emphasis is placed on the elderly maintaining a lifestyle that is as independent as possible. Unfortunately, the elderly population is often on a limited income and/or has a disability, which puts financial pressure on them that reduces independence. As prices throughout the community inflate, the elderly population generally lacks the ability to increase their income to match.

According to the most recent data available, there are approximately 76,925 residents over the age of 60 in the City, making up 19.2% of the population. Approximately 23,308 residents over the age of 60 have a disability, or 34.2%, and approximately 7,693 (10%) are below the poverty level. Elderly residents are much more likely to live in owner-occupied residences than renter-occupied residences, 78% and 22%, respectively. However, many elderly residents are still cost burdened. Approximately 50% of elderly renters and 22% of owners are cost burdened.

HIV/AIDS: See discussion below.

Alcohol and Drug Addiction: Gathering accurate data about alcohol and drug addiction within a community is difficult. Addiction often goes unrecognized because people don't seek help due to fear of criminal charges and/or the social stigma associated with addiction and other medical issues. Often only when someone overdoses, gets arrested, or seeks treatment are they counted in statistics. There were 157 overdose deaths in Tulsa in 2017.

In the 2018 Oklahoma Drug Threat Assessment some data is provided about the prevalence of alcohol and drug addiction. Tulsa County identified prescription opioids as the top drug threat in the area and has one of the highest opioid prescription rates in the state, 170.9 per 100 people. Nationally, prescription opioids are responsible for more drug overdose deaths than heroin. Heroin use has been on the rise in Oklahoma and Tulsa County was 1 of 4 counties responsible for almost 70% of heroin cases submitted by law enforcement.

Approximately half of all cocaine seizures occurred in 4 counties, including Tulsa. The violence associated with crack cocaine distribution in Tulsa County is primarily from the Hoover Crips that control 70% of the cocaine distribution in the county.

Disability: There are 58,737 people in the City who have a disability, which is 14.8% of the population. Unsurprisingly, disability is correlated with age and older residents are more likely to have one or more disabilities. Over 50% of residents over the age of 75 have a disability, which is much higher than the disability rate of those between 35 and 64 (17.6%). Ambulatory difficulty is the most common disability and independent living difficulty is the second most common disability. Black and American Indian residents report having a disability at rates higher than other racial or ethnic groups, 16.8% for both groups.

What are the housing and supportive service needs of these populations and how are these needs determined?

Elderly: Providing secure, safe, affordable, and stable housing for the elderly is vitally important for this population. There are many factors that contribute to a healthy environment for the elderly including, but not limited to, access to health care, shopping, and social networks. A robust public transportation network is incredibly beneficial to assist the elderly in remaining active and independent. Additionally, elderly residents' homes may need modifications to assist with any disabilities that may develop as a result of aging.

HIV/AIDS: See discussion below.

Alcohol and Drug Addiction: Individuals with substance abuse problems need a strong network in order to stay healthy and sober. Their housing needs include sober living environments, support for employment, access to health facilities, and easy access to family and friend networks. Additionally, detoxification facilities are necessary when addiction is first recognized.

Disability: Individuals with disabilities encompass a wide range of skill levels and abilities. Therefore, they have many of the same issues as the general population with the added needs that are unique to their capabilities. Individuals with disabilities usually have a fixed income and have limited housing options. The individuals who have more independent skills tend to utilize subsidized housing options. Individuals requiring more support find residences in the public welfare funded community homes either in shared settings or privately owned personal care settings. Many individuals continue to reside with parents and families throughout adulthood. Regardless of the housing situation, a common thread is the need for continuous support services dependent of the level of capabilities.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

In the Tulsa MSA the HIV/AIDS rate is approximately 187.2 cases per 100,000 people. Black or African-American residents had the highest rate of living with HIV/Aids (530.8 per 100,000). The vast majority of newly diagnosed cases are male (85.7%) and the 20-29 age group had the highest rate of new HIV diagnosis, 21.3 per 100,000. Men who have sex with men was the most common mode of transmission with 60% of the current cases.

Discussion:

N/A

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Through the online surveys, interviews and community focus groups conducted during the citizen participation process for this Consolidated Plan, participants indicated that community facilities projects, particularly ones that support vulnerable populations like senior centers are a need for the City. It is necessary to prioritize public projects that have shown to be effective and to expand them when funds are available.

How were these needs determined?

These needs were determined through the online surveys, interviews and community focus groups conducted during the citizen participation process.

Describe the jurisdiction's need for Public Improvements:

Interviews with key stakeholders and residents during the Citizen Participation process for this Consolidated Plan included a discussion of infrastructure improvements. Street and road improvements are important as they improve accessibility of residents as well as public safety, but a focus on public transportation infrastructure was identified, particularly to expand upon advancements already made.

How were these needs determined?

Public Improvements needs were determined through demographic analysis, consultation with the public and key stakeholders, and through reviewing programs previously completed by the City. Additional information can be found in the Citizen Participation section of this document.

Describe the jurisdiction's need for Public Services:

Through community outreach during focus groups and in targeted stakeholder interviews a variety of essential services needs were identified, including crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.

How were these needs determined?

Public Services needs were determined through demographic analysis, consultation with the public and key stakeholders, and through reviewing programs previously completed by the City. Additional information can be found in the Citizen Participation section of this document.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The Housing Market Analysis looks at both the quantity and quality of the homes available in the City of Tulsa. Trends in structure type, age, price, tenure, and other pieces of data are compared across time and location. In addition to information about housing units, factors that indirectly impact the availability of housing are also analyzed. This includes the supply of homeless shelter facilities, special needs services, and non-housing community development services.

Housing Supply- Growth in Tulsa's housing stock was relatively modest between 2010 and 2017. In 2010, the City of Tulsa had approximately 185,574 housing units. By 2017, the number of units increased by less than 2,000 units to 187,155. That is less than 1% growth in the housing stock but within the margin of error to match the population growth of 2%. Despite this growth, the share of occupied housing units fell from 88.9% to 87.8%, meaning that there are actually fewer occupied houses now than in 2010. Overall, the vacancy rate is much higher for rental units than homeowner units. Throughout the City, single-family structures (defined as a structure with 4 units or less by HUD) are the most prevalent and make up 72% of the housing stock. While there are plenty of housing units available in the City, the type and price of the units does not match up with what residents prefer and can afford. This observation signals that there's not a lack of housing supply, but rather a lack of affordable housing.

Condition—Census tracts in the northern part of the City, particularly the northwest, have a much higher concentration of older homes than elsewhere. There are many census tracts where over 90% of the homes were built before 1980 and 50% or more of the homes were built before 1940. These units are at risk of containing lead-based paint and may need significant work to maintain livability. The City of Tulsa's Working in Neighborhoods Department (WIN) oversees a number of programs, including emergency repair grants and rehabilitation loans.

According to information obtained from the Tulsa County Assessor, there are over 1,600 residential properties in Tulsa County which are rated as poor, unstable, or very poor condition. A majority of these properties are located in a concentrated area north of the downtown area. (See Appendix B – Tulsa County Property Conditions Map)

Cost of Housing— The 2013-2017 ACS 5-Year Estimates shows a median home value of \$129,000, a 10% increase from 2010 when the median home value was \$117,000. The median monthly cost for a homeowner with a mortgage is \$1,197 and \$441 without a mortgage.

On average renters pay \$630 monthly for rent, an 18% increase over 2010. Renters have a median housing cost of \$784 per month. There are over 33,000 renters who are currently cost burdened by spending 30% or more of their income on housing costs. The northern section of the City is also where there is a concentration of households that are cost burdened.

Public and Assisted Housing—Tulsa Housing Authority (THA) currently oversees a total of 2,501 public housing units and 4,878 Housing Choice Vouchers. As of February 2020, there were over 8,600 applicants on Public Housing and HCV waiting lists.

Data in this section was provided directly from HUD and includes a range of sources such as the 2000 and 2010 Census records and ACS 2007-2011 data. Additional data was included to supplement the provided data and allow for a more in-depth analysis.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

This section examines the composition of the region's housing stock in terms of housing type and tenure. Details are provided based on the number of units in the structure, multifamily housing distribution within the jurisdiction, unit size and tenure, as well as an analysis of owner-occupied and renter occupied housing.

Overall, the housing stock is primarily single-family structures that vary depending on tenure. Homeowners tend to have larger homes with many bedrooms while renters have smaller units with fewer bedrooms.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	116,578	62%
1-unit attached structure	6,240	3%
2-4 units	12,751	7%
5-19 units	30,789	16%
20 or more units	17,840	10%
Mobile Home, boat, RV, van, etc	2,957	2%
Total	187,155	100%

Table 28 – Residential Properties by Unit Number

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Residential Properties by Number of Units

The table above breaks down the City's housing stock by the number of units in each structure and by structure type. Traditional single-family, detached homes are most prominent, accounting for 62% of all housing units. The City also has a fair number of units in the "Missing Middle" demographic. The "Missing Middle" are property types that are rarely found in rural areas but, when present, provide affordable housing and increased density. For the purposes of this section the "Missing Middle" is defined as buildings with 2-19 units, which makes up 23% of the housing stock in Tulsa. Large multi-family developments (20 or more units) account for 10% of all housing units in the City. Finally, 2% of housing units are classified as mobile home, boat, RV, van, etc.

Source: 2013-2017 American Community Survey 5-Year Estimates

Multifamily Development Distribution

The City of Tulsa has a moderate number of multifamily developments, but it is important to verify that these units are available throughout the City. The maps below display the distribution of small, medium, and large multifamily developments in the jurisdiction. Small multifamily developments are building with 3-19 units, medium multifamily developments have 20-49 units, and large multifamily developments are buildings with 50+ units.

Small multifamily developments, the “Missing Middle”, are generally more available in the south and eastern parts of the City. There is one tract in the northwest with a relatively large number of units (40% or more) but that is an exception; most tracts in the northwest have less than 10% of the units in this category.

Estimated percent of households that live in a building with 3-19 units between 2013-2017.

Percent HHs in Buildings with 3-19 Units
Year: 2013-2017
Shaded by: Census Tract, 2010

- Insufficient Data
- 9.99% or less
- 10.00% - 19.99%
- 20.00% - 29.99%
- 30.00% - 39.99%
- 40.00% or more

Source: Census

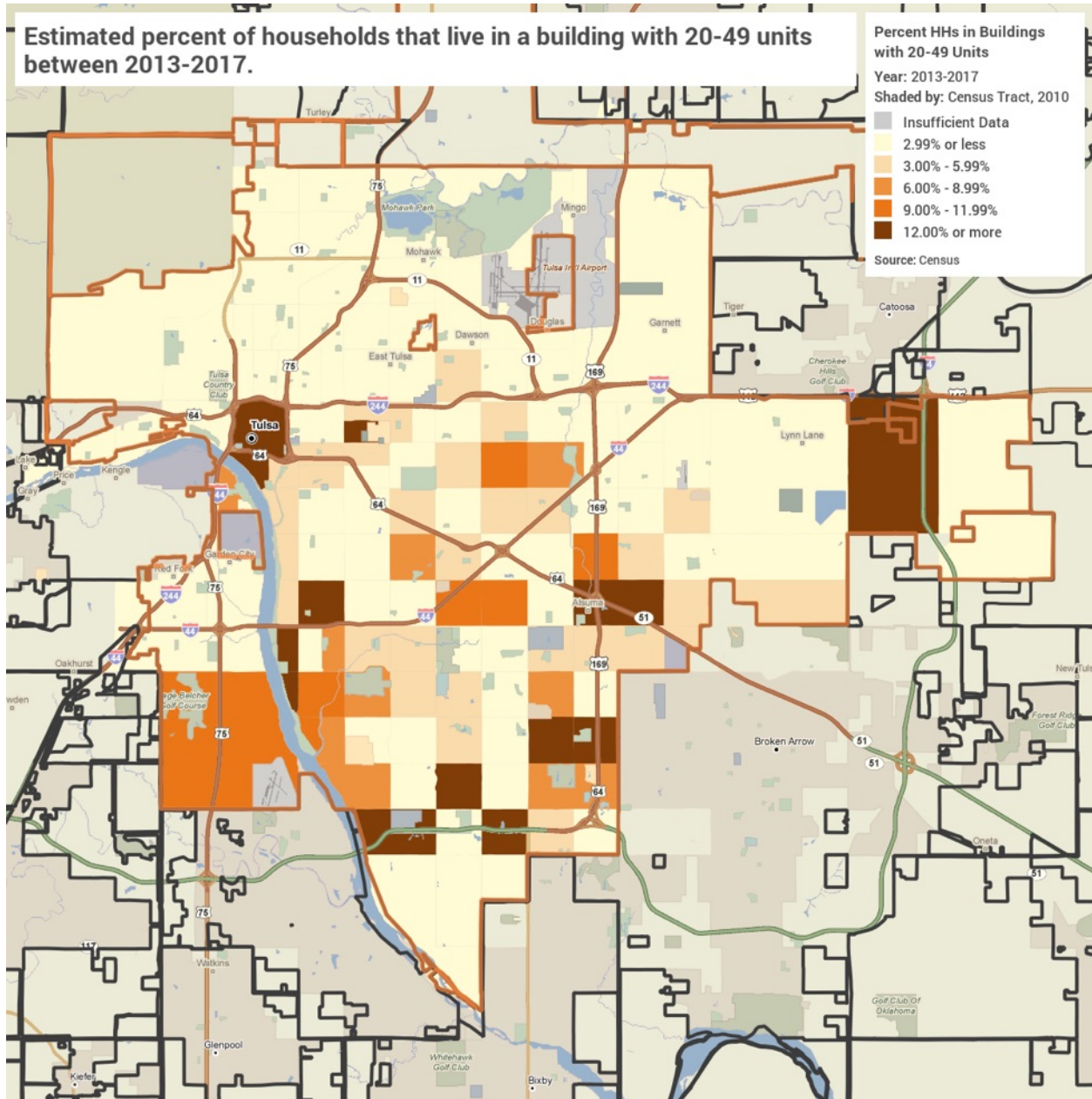
The map displays the following features:

- Legend:** Percent HHs in Buildings with 3-19 Units. Year: 2013-2017. Shaded by: Census Tract, 2010. Color scale: Insufficient Data (light gray), 9.99% or less (light blue), 10.00% - 19.99% (medium blue), 20.00% - 29.99% (dark blue), 30.00% - 39.99% (very dark blue), 40.00% or more (darkest blue).
- Source:** Census
- Geographic Labels:** Tulsa, East Tulsa, Broken Arrow, Bixby, Glenpool, Whitehawk Golf Club, Kiefer, Watkins, Red Fox, Golden City, Lynn Lane, Cherokee Hills Golf Club, Catonsa, Tiger, Douglas, Mirco, Mohawk Park, Tulsa Country Club, Gray, Kengle, Price, Oakhurst, Belcher Golf Course, Forest Ridge Golf Club, Cneta, Golf Club Of Oklahoma, New Tulsa, Forest Ridge Golf Club.
- Roads:** I-44, I-75, I-169, I-244, I-49, I-51, I-64, I-78, I-11, I-157, I-177, I-190, I-205, I-210, I-220, I-230, I-240, I-250, I-260, I-270, I-280, I-290, I-300, I-310, I-320, I-330, I-340, I-350, I-360, I-370, I-380, I-390, I-400, I-410, I-420, I-430, I-440, I-450, I-460, I-470, I-480, I-490, I-500, I-510, I-520, I-530, I-540, I-550, I-560, I-570, I-580, I-590, I-600, I-610, I-620, I-630, I-640, I-650, I-660, I-670, I-680, I-690, I-700, I-710, I-720, I-730, I-740, I-750, I-760, I-770, I-780, I-790, I-800, I-810, I-820, I-830, I-840, I-850, I-860, I-870, I-880, I-890, I-900, I-910, I-920, I-930, I-940, I-950, I-960, I-970, I-980, I-990, I-1000, I-1010, I-1020, I-1030, I-1040, I-1050, I-1060, I-1070, I-1080, I-1090, I-1100, I-1110, I-1120, I-1130, I-1140, I-1150, I-1160, I-1170, I-1180, I-1190, I-1200, I-1210, I-1220, I-1230, I-1240, I-1250, I-1260, I-1270, I-1280, I-1290, I-1300, I-1310, I-1320, I-1330, I-1340, I-1350, I-1360, I-1370, I-1380, I-1390, I-1400, I-1410, I-1420, I-1430, I-1440, I-1450, I-1460, I-1470, I-1480, I-1490, I-1500, I-1510, I-1520, I-1530, I-1540, I-1550, I-1560, I-1570, I-1580, I-1590, I-1600, I-1610, I-1620, I-1630, I-1640, I-1650, I-1660, I-1670, I-1680, I-1690, I-1700, I-1710, I-1720, I-1730, I-1740, I-1750, I-1760, I-1770, I-1780, I-1790, I-1800, I-1810, I-1820, I-1830, I-1840, I-1850, I-1860, I-1870, I-1880, I-1890, I-1900, I-1910, I-1920, I-1930, I-1940, I-1950, I-1960, I-1970, I-1980, I-1990, I-2000, I-2010, I-2020, I-2030, I-2040, I-2050, I-2060, I-2070, I-2080, I-2090, I-2100, I-2110, I-2120, I-2130, I-2140, I-2150, I-2160, I-2170, I-2180, I-2190, I-2200, I-2210, I-2220, I-2230, I-2240, I-2250, I-2260, I-2270, I-2280, I-2290, I-2300, I-2310, I-2320, I-2330, I-2340, I-2350, I-2360, I-2370, I-2380, I-2390, I-2400, I-2410, I-2420, I-2430, I-2440, I-2450, I-2460, I-2470, I-2480, I-2490, I-2500, I-2510, I-2520, I-2530, I-2540, I-2550, I-2560, I-2570, I-2580, I-2590, I-2600, I-2610, I-2620, I-2630, I-2640, I-2650, I-2660, I-2670, I-2680, I-2690, I-2700, I-2710, I-2720, I-2730, I-2740, I-2750, I-2760, I-2770, I-2780, I-2790, I-2800, I-2810, I-2820, I-2830, I-2840, I-2850, I-2860, I-2870, I-2880, I-2890, I-2900, I-2910, I-2920, I-2930, I-2940, I-2950, I-2960, I-2970, I-2980, I-2990, I-3000, I-3010, I-3020, I-3030, I-3040, I-3050, I-3060, I-3070, I-3080, I-3090, I-3100, I-3110, I-3120, I-3130, I-3140, I-3150, I-3160, I-3170, I-3180, I-3190, I-3200, I-3210, I-3220, I-3230, I-3240, I-3250, I-3260, I-3270, I-3280, I-3290, I-3300, I-3310, I-3320, I-3330, I-3340, I-3350, I-3360, I-3370, I-3380, I-3390, I-3400, I-3410, I-3420, I-3430, I-3440, I-3450, I-3460, I-3470, I-3480, I-3490, I-3500, I-3510, I-3520, I-3530, I-3540, I-3550, I-3560, I-3570, I-3580, I-3590, I-3600, I-3610, I-3620, I-3630, I-3640, I-3650, I-3660, I-3670, I-3680, I-3690, I-3700, I-3710, I-3720, I-3730, I-3740, I-3750, I-3760, I-3770, I-3780, I-3790, I-3800, I-3810, I-3820, I-3830, I-3840, I-3850, I-3860, I-3870, I-3880, I-3890, I-3900, I-3910, I-3920, I-3930, I-3940, I-3950, I-3960, I-3970, I-3980, I-3990, I-4000, I-4010, I-4020, I-4030, I-4040, I-4050, I-4060, I-4070, I-4080, I-4090, I-4100, I-4110, I-4120, I-4130, I-4140, I-4150, I-4160, I-4170, I-4180, I-4190, I-4200, I-4210, I-4220, I-4230, I-4240, I-4250, I-4260, I-4270, I-4280, I-4290, I-4300, I-4310, I-4320, I-4330, I-4340, I-4350, I-4360, I-4370, I-4380, I-4390, I-4400, I-4410, I-4420, I-4430, I-4440, I-4450, I-4460, I-4470, I-4480, I-4490, I-4500, I-4510, I-4520, I-4530, I-4540, I-4550, I-4560, I-4570, I-4580, I-4590, I-4600, I-4610, I-4620, I-4630, I-4640, I-4650, I-4660, I-4670, I-4680, I-4690, I-4700, I-4710, I-4720, I-4730, I-4740, I-4750, I-4760, I-4770, I-4780, I-4790, I-4800, I-4810, I-4820, I-4830, I-4840, I-4850, I-4860, I-4870, I-4880, I-4890, I-4900, I-4910, I-4920, I-4930, I-4940, I-4950, I-4960, I-4970, I-4980, I-4990, I-5000, I-5010, I-5020, I-5030, I-5040, I-5050, I-5060, I-5070, I-5080, I-5090, I-5100, I-5110, I-5120, I-5130, I-5140, I-5150, I-5160, I-5170, I-5180, I-5190, I-5200, I-5210, I-5220, I-5230, I-5240, I-5250, I-5260,

Plan

Medium Multifamily Developments

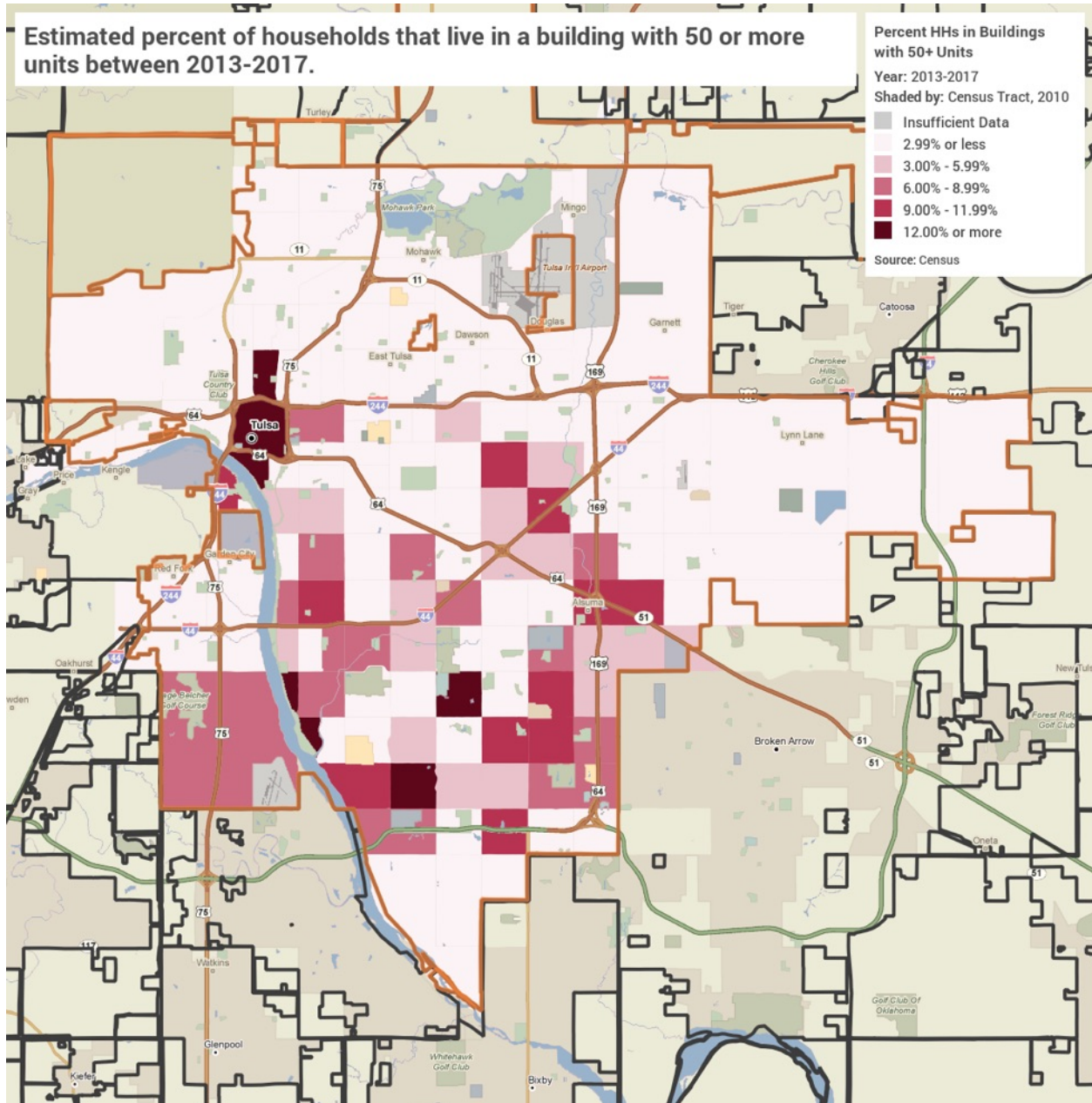
Medium multifamily developments are much less common than small multifamily developments. There are only a few areas with a relatively high number of units in this housing type (12% or more) while most of the City has fewer than 3%. Again, the northwest part of the City stands out as having even fewer units in this category than most of Tulsa.



Medium Multifamily Developments

Large Multifamily Developments

Large multifamily developments, much like medium multifamily developments, are relatively rare when compared to small multifamily developments. However, the location of large multifamily buildings is more concentrated than medium buildings. Large buildings are primarily in the southwest part of the City.



Large Multifamily Developments

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	253	0%	3185	8%
1 bedroom	1320	2%	2600	32%
2 bedrooms	14059	17%	27905	35%
3 or more bedrooms	68376	81%	23282	29%
Total	84008	100%	80373	100

Table 29 – Unit Size by Tenure

Alternate Data Source Name:
2013-2017 ACS 5-Yr Estimates
Data Source Comments:

Unit Size by Tenure

The size of the unit a household lives in varies depending on whether they are homeowners or renters. Homeowners tend to live in much larger homes than renters, over 80% of homeowners have a home with 3 or more bedrooms while only 29% of renters have a unit of that size. On the other end of the spectrum, 36% of renters have 1-bedroom or less and only 2% of homeowners have a unit that small. It is generally important for a variety of home sizes to be available for both homeowners and renters. Smaller owner-occupied units allow for renters with lower incomes to become homeowners and large rental units provide more housing for large families that may want to move into the area.

Source: 2013-2017 American Community Survey 5-Year Estimates

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

No less than 40% of all new admissions to the Public Housing and Section 8 project-based programs must be extremely low income and no less than 75 % of new admissions to the HCV must be extremely low income during the housing agency's fiscal year.

A more thorough analysis of publicly supported housing program recipients is conducted in MA-25, Public and Assisted Housing.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

According to the HUD Multifamily Assistance and Section 8 database there are 30 properties in these programs. Of those properties, 2 have expired contracts and 7 contracts are due to expire before the end of 2024. These contracts account for 594 units of affordable housing. Small 1-bedroom or less units are the most prevalent, making up 337 of the expiring units. Only 10 units are 4-bedroom or more.

Does the availability of housing units meet the needs of the population?

No, unfortunately there is a lack of decent, affordable housing in the jurisdiction. In the Needs Assessment it was shown that cost burden is the most common housing problem in the City. In addition to that, we see that there is a lack of large rental units and small owner-occupied units in Tulsa. While there is plenty of single-family buildings there is a lack of larger multi-family buildings that are generally cheaper and have higher density. There is also a need to replace any units that are lost due to expiring Section 8 contracts in order to maintain the affordable housing stock. Overall, there is a need for affordable units in a number of different sizes and building types.

Describe the need for specific types of housing:

The specific type of housing needed varies depending on whether households are renters or homeowners. All residents need more affordable housing but there is a particular lack of small homes for homeowners and large homes for renters. Furthermore, there is a need for more units that can easily access public transportation and can address the needs of seniors and residents with disabilities.

Discussion

N/A

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

In this section, the cost of housing for both homeowners and renters in the City of Tulsa will be described and analyzed. A review is made of current home values and rents, as well as how those prices have changed since 2000. Housing affordability and cost burden are major issues facing the City. Whenever possible, additional data sources will be used to provide supporting evidence for any conclusions that are made.

Cost of Housing

	Base Year: 2010	Most Recent Year: 2017	% Change
Median Home Value	\$117,000	\$129,000	10%
Median Contract Rent	\$533	\$630	18%

Table 30 – Cost of Housing

Alternate Data Source Name:

2000 Census (base), 2013-2017 ACS (most recent)

Data Source Comments:

Rent Paid	Number	%
Less than \$500	10,080	13%
\$500-999	47,817	62%
\$1,000-1,499	15,466	20%
\$1,500-1,999	2,122	3%
\$2,000 or more	1,391	2%
Total	76,876	100%

Table 31 - Rent Paid

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments: ..

Housing Costs

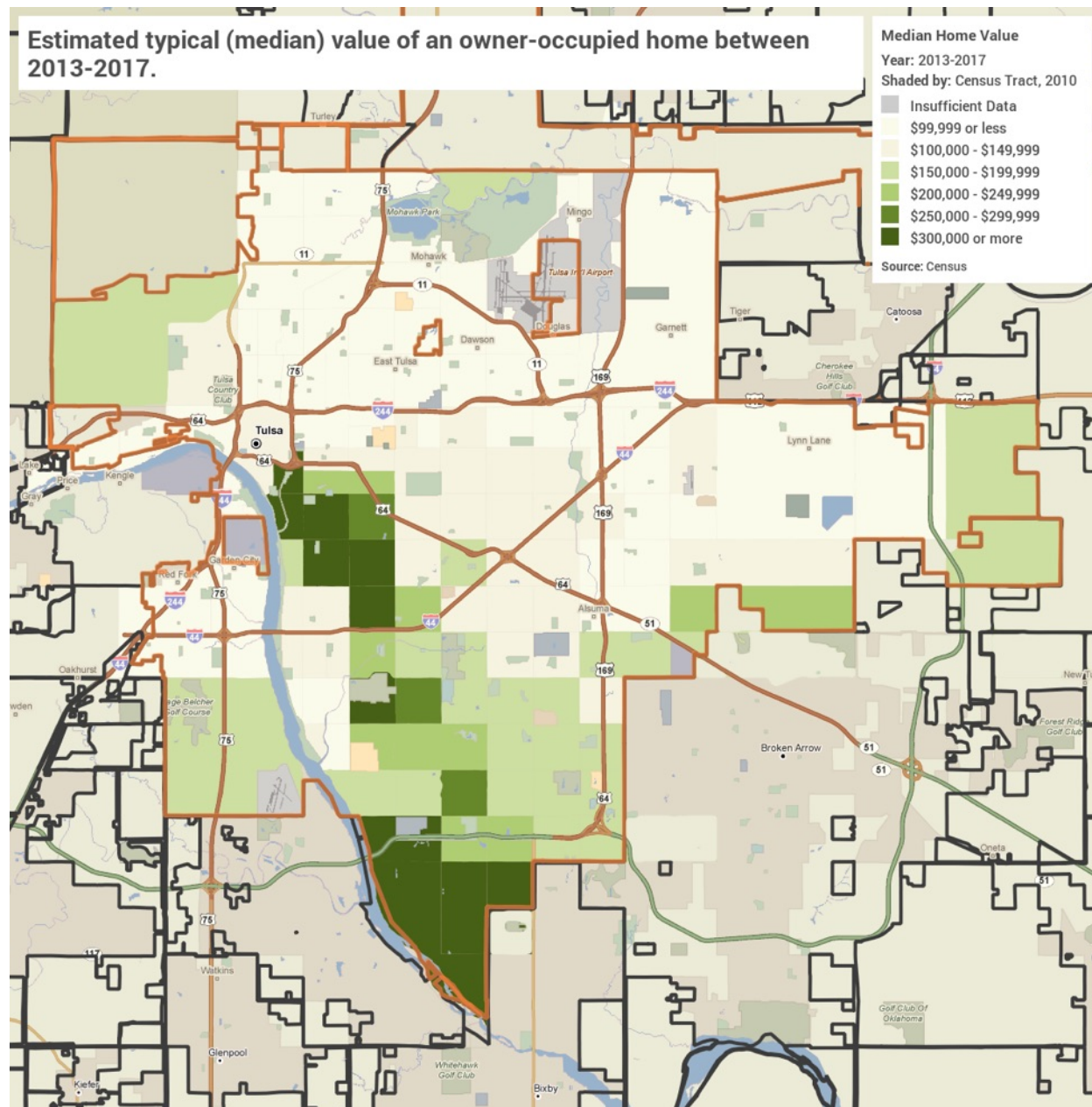
The value of homes in Tulsa have increased by 54% since 2000. This is significantly more than the increase in median household income identified in the Needs Assessment. Rents, on the other hand, have remained relatively stable and are still relatively low. It is highly unlikely that a household will have an increase in income great enough to match the prices, which may lead to substandard living, cost burden, or an inability to move into a house that better suits the family.

Home Value

The following maps display geographically the median home value and rent throughout Tulsa. Though the median home value is \$129,000, the actual median value in each census tract can vary significantly. Areas in the south and west have median home values that are relatively high, over \$300,000. This is

much higher than neighboring tracts to the east and north where the median home value is less than \$100,000. This data points to a concentration of high cost housing that may prevent low-income residents from accessing low-poverty areas. Homes in these areas are likely unaffordable to everyone except the wealthiest members of the community.

Source: 2013-2017 American Community Survey 5-Year Estimates

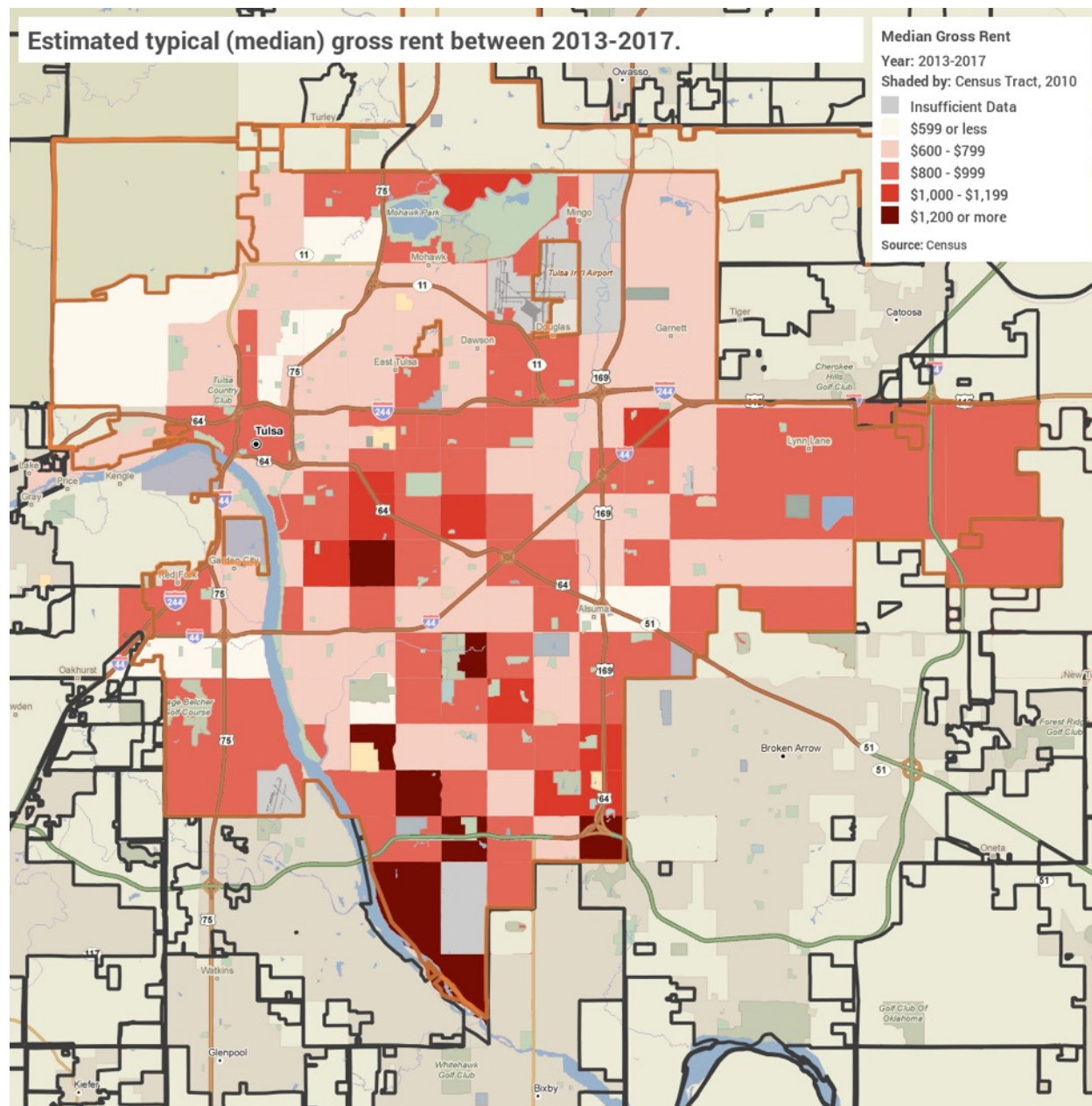


Median Home Value

Median Rent

The median rent in the City shows a different pattern than median home value. There are no apparent concentrations of high rents in the City, though the rent does vary by census tracts. A few tracts have a relatively high median rent of \$1,200 or more and a few others have relatively low median rent at \$600 or less.

Source: 2013-2017 American Community Survey 5-Year Estimates



Median Rent

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	6,755	No Data
50% HAMFI	25,140	10,605
80% HAMFI	55,185	25,914
100% HAMFI	No Data	35,618
Total	87,080	72,137

Table 32 – Housing Affordability

Data Source: 2011-2015 CHAS

Housing Affordability

The availability of affordable housing in Tulsa is clearly linked to household income. According to the 2011-2015 CHAS data, there are over twice as many rental units that are affordable to someone making 80% HAMFI when compared to a household with 50% HAMFI. Owner occupied units have a similar pattern with significantly fewer units that are affordable to very low income households.

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$569	\$669	\$865	\$1,162	\$1,315
High HOME Rent	\$569	\$669	\$865	\$1,155	\$1,269
Low HOME Rent	\$569	\$653	\$785	\$906	\$1,011

Table 33 – Monthly Rent

Alternate Data Source Name:
HUD 2019 FMR and HOME Rents
Data Source Comments:

Fair Market Rent and High/Low HOME Rent Limits

Fair Market Rents (FMRs) are set by HUD and used to determine payment standard amounts for HUD Programs. HUD annually estimates FMRs for Office of Management and Budget (OMB) defined metropolitan areas, some HUD defined subdivisions of OMB metropolitan areas and each nonmetropolitan county.

HOME Rents Limits are based on FMRs published by HUD. HOME Rent Limits are set to determine the rent in HOME-assisted rental units and are applicable to new HOME leases.

Is there sufficient housing for households at all income levels?

No, unfortunately there continues to be lack of sufficient affordable housing at all levels. The City continues to have a significant population that is cost burdened, meaning they lack affordable housing. This housing problem is correlated with income, which points to a lack of sufficient housing for low income households. In Tulsa, there are approximately 6,755 affordable rental units available for households earning less than 30% HAMFI but there are over 26,000 households in this group.

How is affordability of housing likely to change considering changes to home values and/or rents?

It is unlikely that the housing market will shift in such a way as to increase the number of affordable owner-occupied or renter-occupied units. Rental units, in particular, do not see prices decrease even when the housing market crashes. In Tulsa, there is plenty of housing, but it does not match the needs of the community. As affordable housing contracts expire and prices inflate, it is likely that fewer and fewer homes will be affordable in the City.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The Tulsa Median Rent is \$630, which is between efficiency and 1-bedroom units for the FMR and HOME rents. However, the location of a property greatly impacts the affordability.

Starting in 2019, HUD began releasing Small Area Fair Market Rents based on ZIP Code. When comparing the Small Area Fair Market Rents, it is clear that the city-wide median rent does not represent many areas. There are 114 ZIP codes in the Tulsa Metro Area and the FMR for an efficiency varies from \$520 to \$900. Two-bedroom units vary from \$780 to \$1,350, and large four-bedroom units vary from \$1,190 to \$2,070. Clearly, there are areas that are simply unaffordable to many residents.

Discussion

The Tulsa 2020 goals, outlined in the comprehensive plan, were designed to meet Tulsa's demand for a variety of housing types and address the gaps in income range. The City will continue to look at affordable rental housing solutions over the next 5 years and beyond in accordance with the 2020 Comprehensive Plan. Future HUD awards will be targeted to fund projects that enhance the availability of affordable housing throughout the community.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The tables and maps in this section provide details on the condition of housing units throughout the City by looking at factors such as age, vacancy, and the prevalence of housing problems.

As defined by HUD, the 4 housing problems are:

- 1) a home which lacks complete or adequate kitchen facilities
- 2) a home which lacks complete or adequate plumbing facilities
- 3) a home which is overcrowded (having more than one person per room)
- 4) a household that is cost burdened (paying 30% or more of their income towards housing costs)

Renter-occupied units are much more likely to have at least one housing problem than owner-occupied units. This is primarily due to cost burden. The age of housing units does not vary significantly by housing tenure.

Definitions

Although the City does not have a written definition for “standard condition” or “substandard condition but suitable for rehabilitation”, all housing units are required to meet the minimum property maintenance standards outlined in Title 55 of the City’s Code of Ordinances and are subject to Nuisances ordinance outlined in Title 24. The City of Tulsa Code of Ordinances can be located at <https://library.municode.com>

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	17,309	21%	33,804	42%
With two selected Conditions	369	0%	2,304	3%
With three selected Conditions	24	0%	60	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	66,306	79%	44,205	55%
Total	84,008	100%	80,373	100%

Table 34 - Condition of Units

Alternate Data Source Name:
2013-2017 ACS 5-Yr Estimates
Data Source Comments:

Housing Conditions

The table above details the number of owner and renter households by number of housing problems identified in the most recent ACS 5-Year estimates. Overall, renters are about twice as likely to have a housing problem than homeowners. Relatively few units have more than one selected condition but there are still over 2,700 households with multiple housing problems.

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	6,885	8%	7,308	9%
1980-1999	17,387	21%	20,792	26%
1950-1979	45,196	54%	41,423	52%
Before 1950	14,540	17%	10,850	13%
Total	84,008	100%	80,373	100%

Table 35 – Year Unit Built

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Year Unit Built

The year a house is built is heavily correlated with whether or not it is in substandard condition. Older homes are more likely to need regular maintenance in order to provide a safe and secure living environment to residents. When looking at the age of a home an important factor is whether it was built before 1978. Prior to 1978 lead-based paint was used in many homes and the presence of that paint can cause significant health problems for residents, particularly for children, the elderly, and those with compromised immune systems. Due to the way data is collected by the U.S. Census Bureau, homes built prior to 1980 will be considered as having possible lead-based paint hazards.

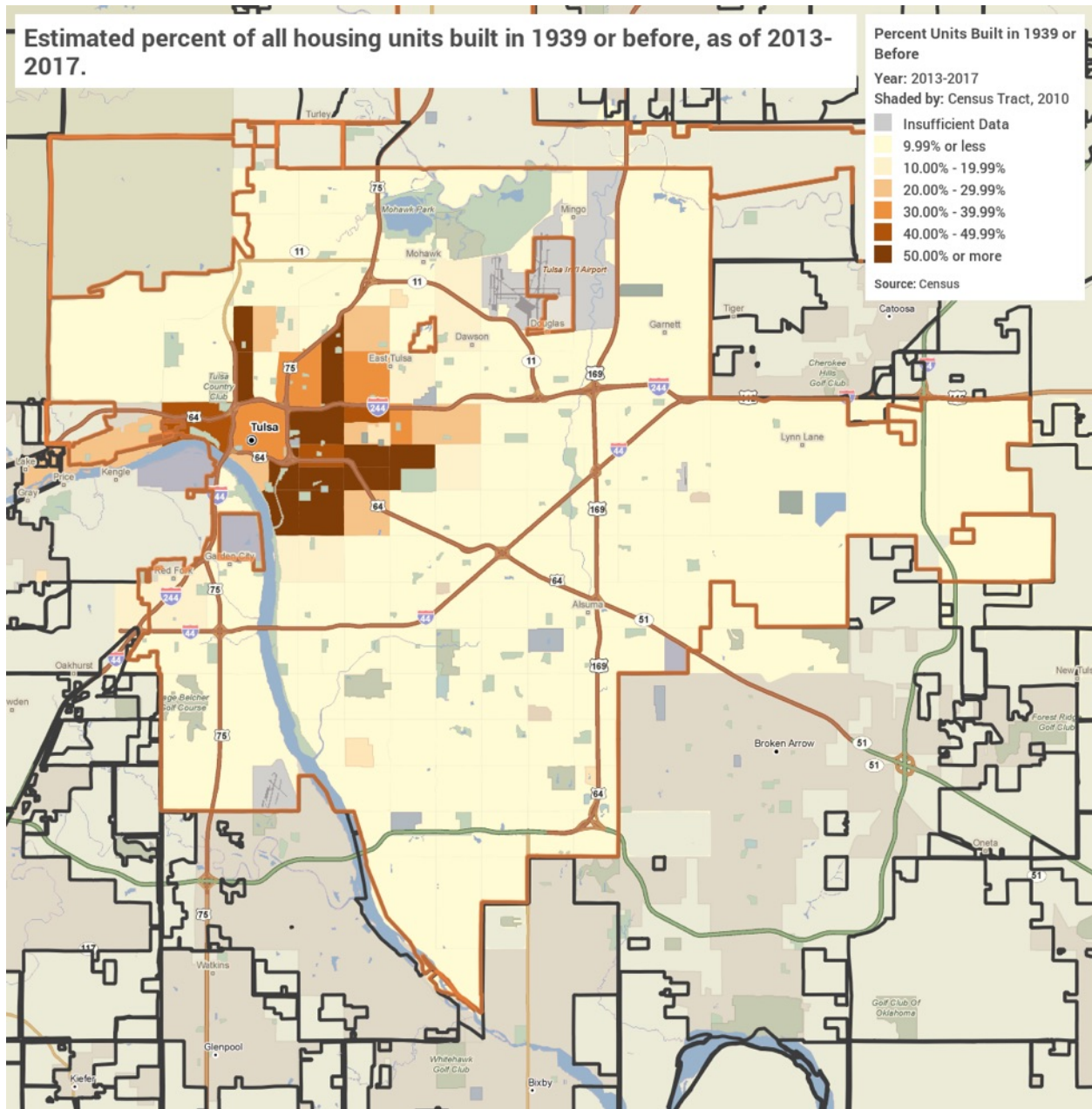
In Tulsa, a significant percentage of homes were built before 1980. The time period with the largest production of both renter and owner units is 1950-1979, where 54% and 52% units were built, respectively. A total of over 86,000 units were built in that time period and over 25,000 units were built before 1950. That means that approximately 116,000 households, or 70%, live in a place with potential lead-based paint hazards.

Source: 2013-2017 American Community Survey 5-Year Estimates

Age of Housing

Geographically, there is a clear pattern of home production built prior to 1940. Units of that age outside of the northwest part of the City are virtually unheard of. Many tracts in the northwest have over 50% of their housing units built before 1940.

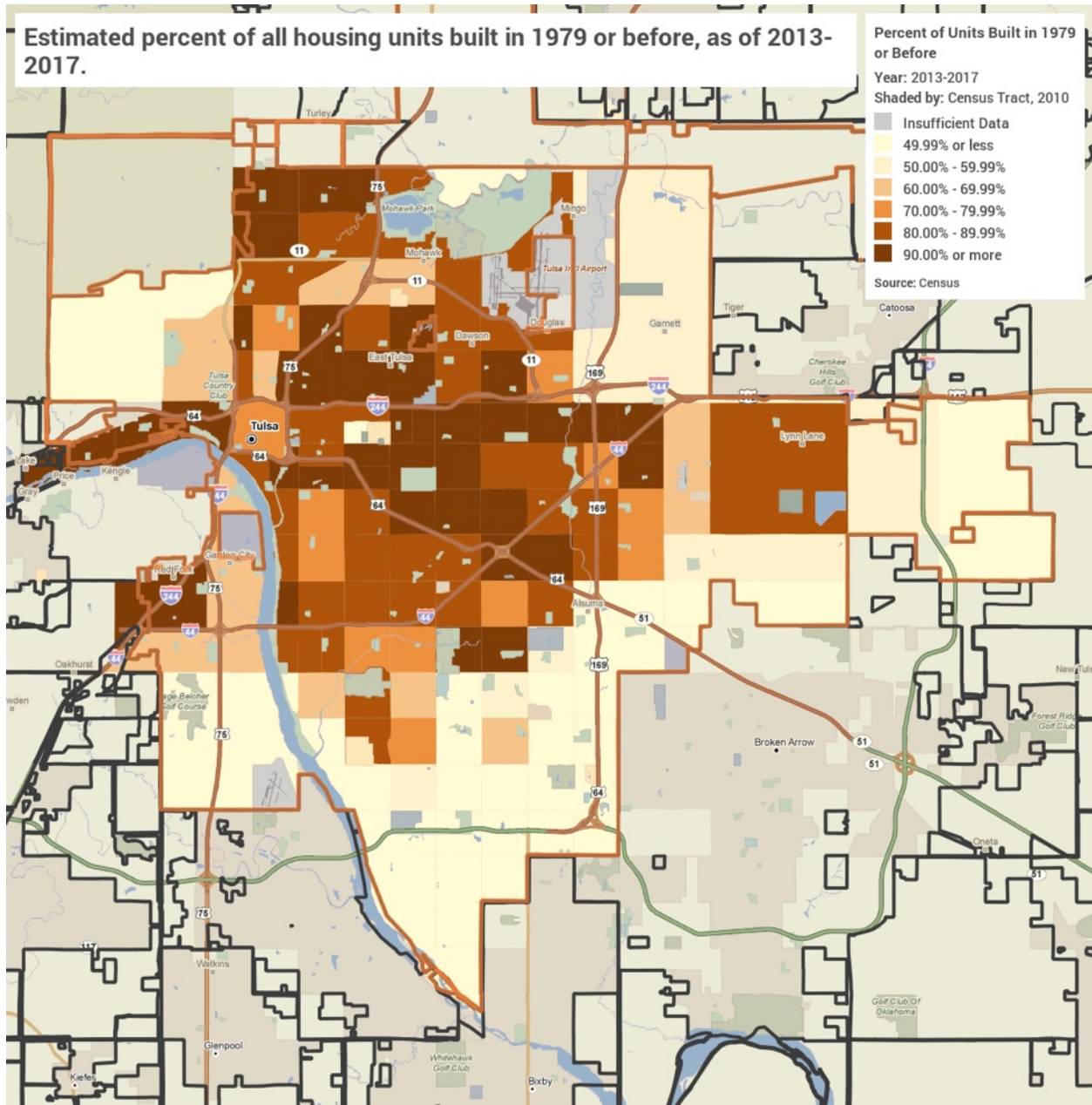
Source: 2013-2017 American Community Survey 5-Year Estimates



Housing Units Built Before 1940

Housing Units Built Before 1980

When looking at the percent of homes built before 1980 there is a clear pattern where the outer edge of the City has newer homes. In many tracts along the outside fewer than 50% of the homes were built before 1980 while tracts that are more central have 90% or more of their housing stock in that group.



Housing Units Built Before 1980

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	59,736	71%	52,273	65%
Housing Units build before 1980 with children present	8,053	10%	3,524	4%

Table 36 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Lead-Based Paint Hazard

As mentioned previously, any housing unit built prior to 1980 may contain lead-based paint in portions of the home. The most common locations are window and door frames, walls, and ceilings, and in some cases throughout the entire home. Thus, it is generally accepted that these homes at least have a risk of lead-based paint hazards and should be tested in accordance with HUD standards.

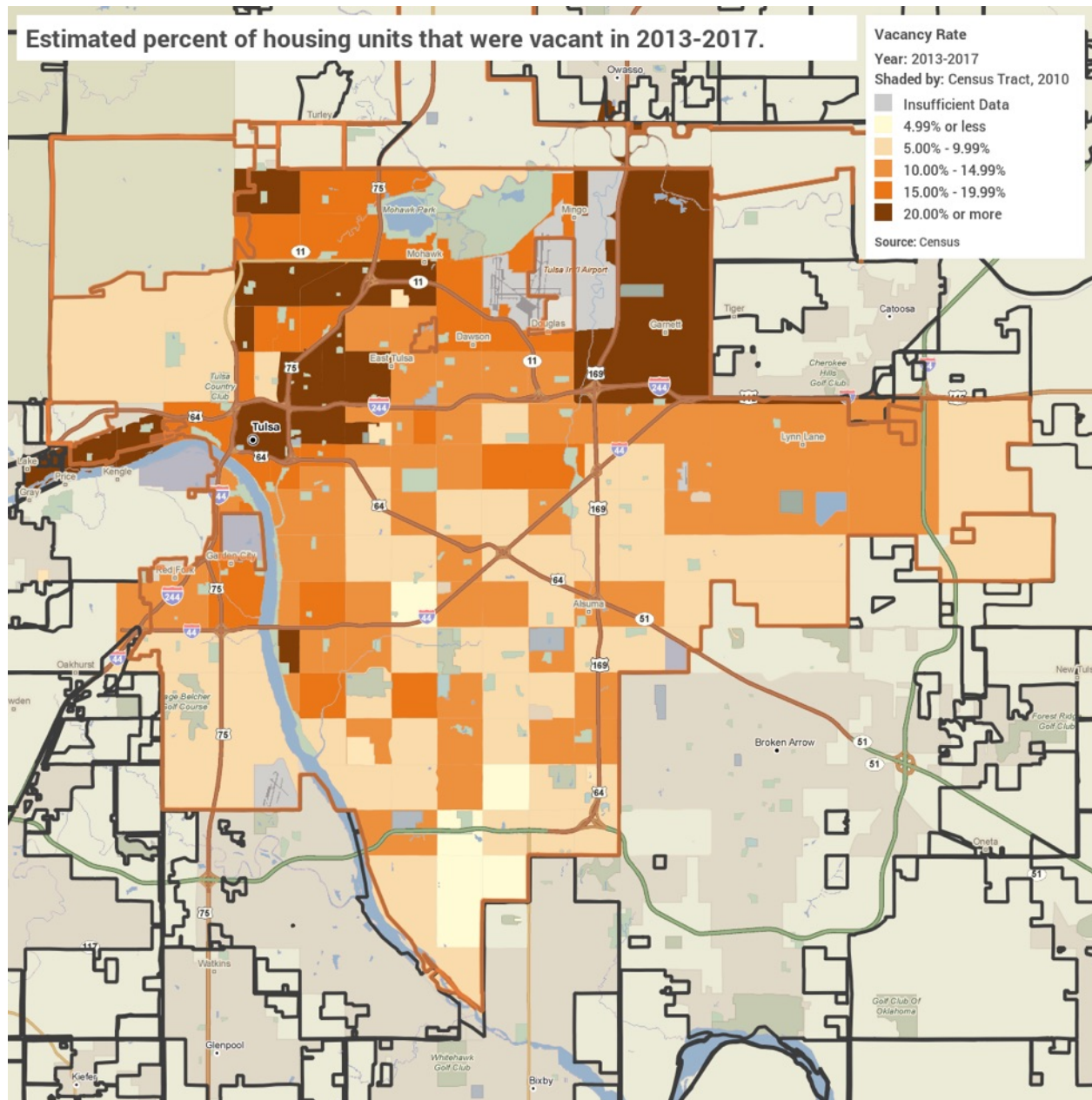
For housing units built before 1980 with children present, the most recent data available was 2015 CHAS data. The 2011-2015 ACS data was used for the total number of units built before 1980 to match the time period. It appears that homeowners are more likely to live in and have children in a unit that was built prior to 1980. Approximately 10% of owner occupied homes that were built before 1980 have children, which is more than twice renter-occupied homes (4%).

Vacancy Rate

The vacancy rate is the rate of homes that are currently unoccupied in a community. It is normal for a community to have vacant units and the general rule is that 7% of rental units and 2% of owner-occupied units is considered healthy. When there are not enough vacant units it becomes difficult for new residents to move into the community and for current residents to change housing as their needs change.

The map below shows the average housing vacancy rates throughout the City. The darker shaded areas have higher vacancy rates, while the lighter shaded areas have lower vacancy rates. In most census tracts throughout the City vacancy rates are at least 10%; however, they are highest in the northern tracts where 25% or more of the units are vacant.

Source: 2013-2017 American Community Survey 5-Year Estimates



Vacancy Rate

Need for Owner and Rental Rehabilitation

There is a large need for owner-occupied and renter-occupied housing rehabilitation within Tulsa. Rehabilitation of current units could provide the housing needed for the population instead of producing new, more expensive units. The high cost-burden in the City means many households will not have resources to put towards home repairs themselves.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

According to the 2011-2015 CHAS data, there are 45,640 LMI households in Tulsa. These households likely need support in order to address any rehabilitation or lead-based paint remediation. The 2011-2015 ACS data estimates that 157,880 homes were built prior to 1980. Given that low-income households are more likely to live in older homes, it is estimated that between 75%-90% of LMI households live in a residence with a lead-based paint hazard, or 34,230-41,076 households. The City and key stakeholders recognize the importance of this issue. In October 2019, the Tulsa Health Department was awarded \$1.2 million from HUD to address lead based paint hazards in the community.

Discussion

The City of Tulsa WIN Department Neighborhood Inspections section is responsible for enforcing nuisance and zoning ordinances to help prevent deterioration of neighborhoods and help maintain the highest safety and health standards for the many residential, non-residential and vacant properties in the City of Tulsa. During the course of this plan, the City will continue to seek solutions to the housing rehabilitation needs of the LMI population, using both HOME and CDBG funding.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

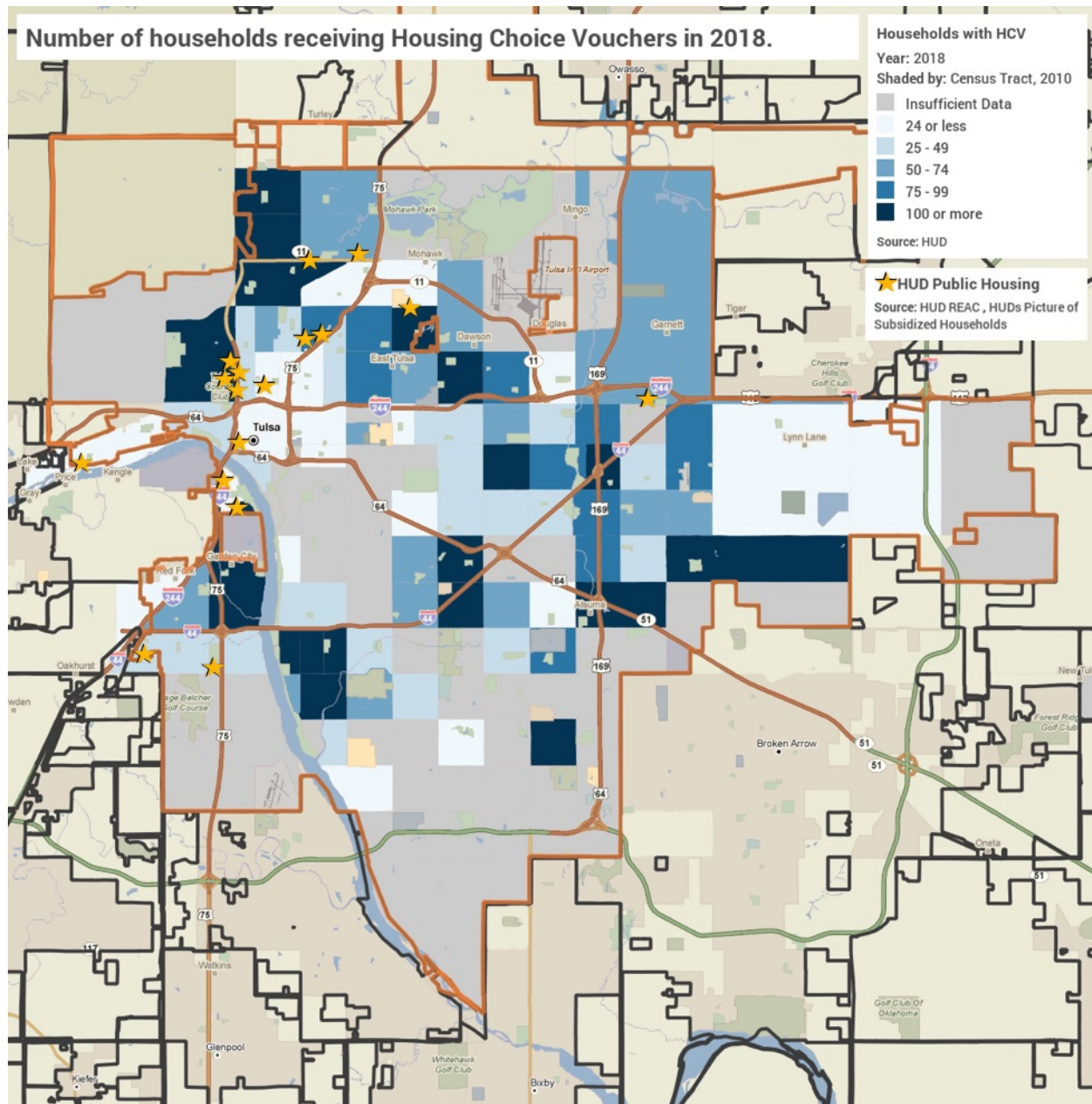
The Housing Authority of the City of Tulsa provides assistance to more than 20,000 individuals or 7,200 families. The following provides an overview on the public housing services currently provided. THA currently has 2,247 public housing units and 4,960 Housing Choice Vouchers.

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	41	2,247	4,960	95	4,865	75	0	100
# of accessible units	N/A	N/A	10	N/A	N/A	N/A	N/A	N/A	N/A
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 37 – Total Number of Units by Program Type

Data Source: Tulsa Public Housing Authority



HCV and Public Housing Developments

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Tulsa Housing Authority owns and manages 13 communities (10 family sites and 3 high-rises for senior citizens). The following is a summary of their major sites;

Apache Manor Apartments was built in 1969. It has 31 buildings of townhomes and garden apartments with 160 total units. Apache Manor is a family site that has a resource center and laundry facilities on site.

Comanche Park Apartments was built in 1969. It has 57 buildings of townhomes and garden style apartments, with 275 units. The site has a resource center, laundry facilities and is across the street from the new OU Wayman Tisdale Specialty Health Clinic.

East Central Village Apartments was built in 1982 and is THA's newest Public Housing Site. It has 24 buildings with townhouse and garden apartments; there are 150 units on this site. The site has a resource center and laundry facility.

Hewgley Terrace was built in 1970. It is an 8-story high-rise building. This building was designed specifically for the elderly and disabled; it sits just east of downtown Tulsa.

LaFortune Tower was built in 1975. It is an 11 floor high-rise building, with 22 bungalow type apartments surrounding it. This site is designed for the elderly and disabled.

Mohawk Manor Apartments was built in 1969 with 20 buildings and 106 townhouse apartments. This site has a resource center, laundry and recreation center.

Parkview Terrace Apartments was built in 1971 with 49 buildings and 225 townhouse and garden apartments. This site offers a resource center in the community building along with laundry facilities on site.

Pioneer Plaza is an 11 story high-rise built in 1969, designed for the elderly and disabled. This site sits on top the hill next to THA's Central Office and has an excellent view of downtown Tulsa.

Riverview Park Apartments was built in 1970 and has 190 townhouses and garden apartments and 39 buildings. The site sits just north of the river and has a resource center and laundry facility on site.

Sandy Park Apartments was built in 1971 with 160 town houses and garden apartments. The site has a resource center and laundry facility on site.

Seminole Hills Apartments is a combination of 2 sites, originally Seminole Hills and Whitlow Townhomes. They were built in 1969 with a total of 141 units and 40 buildings. The site offers a resource/recreation center and laundry facilities.

South Haven Manor was built in 1970 with 100 units of duplexes and small single family homes. The site has a resource center and laundry facilities.

Single Family Scattered Sites: THA owns 217 single family houses scattered throughout the City of Tulsa. The houses range from 2 to 4 bedrooms.

Public Housing Condition

Public Housing Development	Average Inspection Score
South Haven Manor	99
Hewgley Terrace	99
THA Scattered Sites	97
LaFortune Towers	97
East Central Village	93
Seminole Hills	88
Riverview Park	85
Parkview Terrace	85
Apache Manor	83
Pioneer Plaza	83
Sandy Park	81
Comanche Park	75
Mohawk Manor	39

Table 38 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

HUD provides physical inspection scores for PHA developments across the country. The physical condition scoring process is based on 3 elements within the property, which are:

1. Inspectable areas: site, building exterior, building system, common areas and dwelling units;
2. Inspectable items: walls, kitchens, bathrooms and other things to be inspected in the inspectable area; and
3. Observed deficiencies.

A score of 55 or below means that the property is in poor condition, and properties in excellent condition have a score of 90 and over. Over half of the developments were rated excellent and only one was in poor condition.

THA's Public Housing program receives approximately \$3,000,000 annually from the Capital Fund Grant Program. These funds are used to replace roofing, siding, mechanical equipment, security cameras and numerous other projects. THA is in the process of replacing HVAC in all the Public Housing units, this is a phased project that will take several years to complete.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The Tulsa Housing Authority is committed to providing safe and affordable housing for its residents. In an ongoing effort, THA has installed or replaced lights, fencing and security cameras on all its sites in an attempt to provide residents with a safe place to live.

THA has resource centers at all of its family sites; these centers are staffed by service coordinators that provide tutoring, computer classes, job skills and resume' classes. All of the adult classes are aimed at self-sufficiency. The Service Coordinators also work diligently with the resident council at each site. Most members of the resident councils are also members of the Tenant Advisory Board (TAB), which meets to discuss residents' concerns and to have input in THA's Agency Plan and Capital Fund Program planning.

THA's portfolio-wide conversion to RAD Project-Based Voucher (PBV) subsidy will guarantee long-term affordability and fiscal stability for existing THA residents. All 12 public housing properties will go through the RAD program over the next several years. A total of 2,202 total units will be preserved under long-term PBV Housing Assistance Payment (HAP) contracts by end of 2021. They will have 20-year contracts with automatic 20-year extensions.

Some conversions will be transactional only in scope, while others will involve demolition and remodeling. The first properties to undergo conversion will be Sandy Park Apartments and Apache Manor Apartments, with work on these properties set to begin in 2020. Upgrades to these 2 properties alone are estimated to cost up to \$30 million and will include new amenities like stainless steel appliances and enhanced property grounds for improved curb appeal.

The other properties will undergo conversions on a rolling basis. Next in the queue are Seminole Hills/Whitlow neighborhood and Mohawk Park which will involve lighter renovations. They are anticipated to take place in 2021 and will not require resident relocation. More extensive demolition and rehabilitation projects will take place in the future and in cases where relocation is necessary, THA will employ the processes required by the Uniform Relocation Act (URA).

In addition to the RAD conversions, THA will be undertaking a scattered site disposition program which will employ a multi-phase sales strategy. Phase 1 will sell 17 units which are the higher-value homes at their fair market price. Phase 2 will create packages out of the 65 units around the Seminole Hills/Whitlow neighborhood, and Phase 3 will sell 132 units at auction.

THA will also implement their Choice Neighborhood Initiative that will transform the Eugene Field neighborhood into “River West”. River West will replace distressed housing with high-quality mixed-income housing that is well-managed and responsive to the needs of the surrounding area. It will improve outcomes of households living in the target area related to employment and income, health and education, and it will create the conditions necessary for public and private reinvestment in order to offer amenities such as safety, quality education and commercial activity.

Discussion:

The City of Tulsa Housing Authority continues to be one of the main providers of affordable housing to Tulsa’s low-income populations, providing assistance to nearly 20,000 individuals or 7,200 families from predominately low-income households. With almost 1,300 elderly and 3,600 disabled public housing residents, additional access to accessible affordable housing units is a major need among public housing residents.

Source: THA 2018 Annual Report.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Even though Tulsa is fortunate to have several agencies that provide homeless facilities and services, they still cannot meet all the needs of the homeless population. In 2019 over 6,500 different Tulsans spent one or more nights in an emergency shelter. In addition to this, in the same year Tulsa's 2-1-1 helpline received 39,679 requests for housing expense assistance, with the majority of callers experiencing a housing crisis that put them at risk of homelessness.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	174	0	80	74	0
Households with Only Adults	304	72	160	510	0
Chronically Homeless Households	0	0	0	301	0
Veterans	0	0	41	300	0
Unaccompanied Youth	4	0	0	0	0

Table 39 - Facilities and Housing Targeted to Homeless Households

Data Source Comments: Data Provided by the Community Service Council of Greater Tulsa, Continuum of Care lead organization and the entity responsible for overseeing the Homeless Management Information System.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The strategic plan for Continuum of Care (CoC) funding sustainability is to work with private and public funders to ensure all participants are assessed for mainstream benefit eligibility with coordinated access. The Tulsa Continuum of Care, known as A Way Home for Tulsa, includes members from the health, mental health and employment services sectors that participate in community-wide planning and collaboration with mainstream benefit providers such as Oklahoma Department of Human Services and Social Security Administration.

1. Health - The Oklahoma Foundation for Medical Quality (OFMQ), serves as a resource and innovative expert in health care quality and improving outcomes by provision of accelerated translation of evidence-based research into practice, engaging healthcare, legislative, business and consumer communities and more. OFMQ partners with Tulsa's homeless service providers Salvation Army, Volunteers of America, The University of Oklahoma Health Sciences Center, and Department of Veteran Affairs. Although Oklahoma did not elect to expand Medicaid coverage under the Affordable Care Act (ACA), Community Service Council (CSC), as well as Morton Comprehensive Health Services (MCHS), a Federally Qualified Health Care (FQHC) and Homeless Services Clinic, provide Navigator assistance in the area. The Oklahoma Department of Health maintains the Oklahoma Free and Charitable Clinic Directory to assist with access to a free clinic in both rural and urban areas. Morton Comprehensive Health Services (MCHS), a FQHC provider, offers free preventative and chronic primary medical/dental care, health care management for adults and children, discounted prescription drugs and free transportation to and from all health care appointments. The VA provides a large medical facility that serves the Tulsa area's homeless veterans with a full range of medical services.

2. Mental Health - The strategic plan for CoC funding sustainability is to work with private and public funders to ensure all participants are assessed for mainstream benefit eligibility with coordinated access. The Tulsa Center for Behavioral Health (TCBH) and the state operated mental health facility in Tulsa participate in collaborative meetings representing over 30 mental health and homeless service providers in the community. For veterans and individuals with qualifying disabilities, supportive housing options are available through multiple providers.

Mental Health Association OK (MHAOK), Family and Children's Services (F&CS) and Counseling and Recovery Services provide a wide range of mental health services, some coupled with housing within the Continuum. MHAOK employs Recovery Support Specialists who provide peer support services to residents of MHAOK's supportive housing programs in conjunction with the Veterans Administration (Case Management and Health and Mental Health Care) and F&CS' Community Outreach Psychiatric Emergency Services (COPES) team. Other programs offered through F&CS are the Homeless Outreach Team (in shelters or on the streets), Offender Screening (offering treatment alternatives to incarceration), Library Outreach and the Crisis Care Center for emergency psychiatric needs of adults. Further, F&CS and MCHS partner under a regional Substance Abuse and Mental Health Service Administration grant to form the largest community mental health center in NE Oklahoma.

Collaboration between MHAOK and Youth Services of Tulsa (YST) supports housing for 18 to 24 year olds with CoC funded permanent housing units. VA per diem grants support 60 transitional housing beds with treatment services and 13 units for veterans with mental health diagnoses.

3. Employment – The Tulsa CoC membership includes commitment from Workforce Tulsa to participate in system-wide planning, using system-wide service and outcome standards adopted by the CoC in February 2020. All CoC participants are assessed for income supports including mainstream benefits by staff designated to assist with applying for benefits. Mainstream community-wide services available to the homeless include job search assistance, job preparedness and training and employment initiatives. Additional assistance is available for homeless veterans through the Veterans' Workforce Investment Program and the TulsaWORKS program at Goodwill Industries.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The following is a list of agencies and the services provided or facilities available to the homeless population.

12&12, Inc. assists individuals with both inpatient and outpatient recovery services focused on serving low-income clients who meet Oklahoma Department of Mental Health and Substance Abuse Services eligibility. 12&12 also serves as a member of the Tulsa CoC.

City Lights Foundation provides street outreach services to connect individuals living in unsheltered situations with social supports, a weekly feeding event under a bridge in the downtown area, and serve as an access point for the coordinated entry system. Many of those they serve are chronically homeless.

Community Service Council provides rapid rehousing and services for veteran families. They also serve as the Continuum of Care and Homeless Management Information System lead agency.

Domestic Violence and Intervention Services provides services, emergency shelter and transitional housing for survivors of domestic violence. Their on-site shelter and transitional housing units are located in a gated facility and includes trauma-informed services, child care, a pet kennel, and a new rapid rehousing program to begin in late 2020.

Family & Children's Services has multiple programs targeted to individuals experiencing homelessness. Projects for Assistance in Transition from Homelessness (PATH), a federal grant program provides intensive case management services to homeless clients with severe mental illness. Also, Homeless Outreach Team (HOT) provides a whole range of wraparound services – from basic needs to emotional support to mental health treatment in the local Salvation Army facility and on the street.

John 3:16 Mission and the Tulsa County Shelter provide emergency shelter and transitional housing for individuals.

Mental Health Association Oklahoma (MHAOK) provides permanent supportive housing, safe havens, transitional housing and homeless outreach services. In addition, a Mobile Medical Intervention Team provides medical services on the street for unsheltered individuals and families.

Salvation Army Center of Hope provides emergency shelter, permanent supportive housing and transitional housing assistance to families and individuals.

Tulsa Day Center for the Homeless (TDCH) provides individuals emergency shelter, permanent supportive housing, rapid rehousing, nurse's clinic, homelessness prevention, and a place to shower and wash clothes.

Volunteers of America provides permanent supportive housing and payee services.

Youth Services of Tulsa provides street outreach and a drop-in center to shower and wash clothes for unsheltered youth. They also provide emergency shelter, transitional housing and services to youth experiencing homelessness.

Iron Gate Ministries serves meals daily and provides groceries to individuals experiencing homelessness or unstable housing.

Morton Comprehensive Health Services provides free transportation and health care including medical, dental and vision care.

Legal Aid Services of Oklahoma provides legal services at the Tulsa Day Center and at Tulsa County family housing court for individuals faced with eviction. Services include disability, social security, expungement and assistance to obtain identification.

Family Promise of Tulsa County provides emergency shelter to families experiencing homelessness.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

There are 4 primary groups with non-homeless special needs in the jurisdiction. They are the elderly and frail elderly, those with HIV/AIDS and their families, those with alcohol and/or drug addiction, and the mentally or physically disabled. This section will explain who they are, what their needs are, and how the jurisdiction is accommodating (or should accommodate) those needs.

HOPWA Assistance Baseline Table

Type of HOPWA Assistance	Number of Units Designated or Available for People with HIV/AIDS and their families
TBRA	37
PH in facilities	0
STRMU	111
ST or TH facilities	0
PH placement	322

Table 40– HOPWA Assistance Baseline

Data Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Elderly: The supportive housing needs for this population can vary widely depending on the health and fitness of the individuals. In general, with aging disabilities and other health issues become more common. Because of this, supportive housing must include access to health professionals and housing modifications to assist the resident. It is important to help residents stay independent and in their own homes for as long as possible.

HIV/AIDS: Medical and social support is important for residents living with HIV/AIDS. While there have been great advances in the medical treatment of HIV/AIDS, it is still important to provide specialized support. Family and friends must be accessible and medical facilities should be nearby.

Alcohol and/or Drug Addiction: Individuals dealing with addiction often require housing options that will provide a safe, sober place for recovery. A strong network is necessary to maximize the chance they will stay healthy and sober. It is important that these persons have access to health services, support groups, employment assistance, and access to family and friends. Additionally, detoxification facilities are necessary when addiction is first recognized.

Mental and Physical Disabilities: Individuals with disabilities encompass a wide range of skill levels and abilities. Therefore, they have many of the same issues as the general population with the added needs that are unique to their situation. Often times, individuals with disabilities have a fixed income and limited housing options. Individuals with more independent skills can utilize subsidized housing but individuals that need more support or specialized housing have fewer options. Many individuals continue to reside with parents and families throughout adulthood, which can put additional financial burden on the family. Regardless of the housing situation, a common thread is the need for continuous support services dependent on the level of capabilities.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The Oklahoma Health Care Authority (OHCA) has state responsibility for discharge planning compliance with state funded health care institutions. Oklahoma Department of Mental Health and Substance Abuse (ODMHSAS) is the entity responsible for oversight of discharge plans. ODMHSAS' statutes for inpatient services require written discharge plans that must include housing, income maintenance and social support as well as specific provisions for ongoing community based mental health or substance abuse treatment needs. State funded nursing homes, hospitals and intermediate care facilities are mandated by law to locate the least restrictive housing and services for people who are discharged.

Based on feedback from Tulsa CARES housing care coordinator and the housing program director, Tenant Based Rental Assistance (TBRA) is a critical need for persons with HIV/AIDS and their families. It is difficult to locate affordable, safe housing options in the Tulsa area that are close in proximity to client's medical care and grocery shopping needs. Due to frequent medical appointments that often require lifestyle management, it is important that they live near their health care provider and have access to healthy foods and physical activity opportunities. Some clients are also in need of deposit assistance which would allow them to relocate to a more ideal location. In addition, Tulsa CARES also recommends that the HIV positive population be a priority population for homeless shelters assisting with rental units.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The City will fund activities that assist special needs populations that are not homeless but that are still vulnerable. Activities that may be undertaken include crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

N/A

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Public policies are meant to address the overall needs of citizens in the City. Yet, there are times where they may have a negative effect on certain aspects of the community, specifically affordable housing and residential investment. Affordable housing and public and private residential investments are key components in furthering fair housing in any community. The primary tool communities have for identifying contributing factors for these barriers to housing is an assessment of fair housing and fair housing choice. In 2020, the City updated the previous 2015 assessment. Analysis from the 2020 update has found:

- A limited supply of affordable housing and extensive cost burden, especially for extremely low- and very low- income renters, causing those renters to face significant affordability “gaps”; and
- Fair housing education is lacking and must be better understood by community residents and property owners.

The City plans corresponding actions designed to strengthen the supply of affordable housing and narrow the affordability “gaps.” Elements of those actions appear within this Consolidated Plan and beyond. Additionally, the City anticipates a review of public policies that may impede the development of affordable housing and to improve the understanding of their consequences.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

There are many factors within a community that can impact housing supply and demand. The economic development of the community can play a major role in what type of home a household needs and what they can afford. The presence, or lack thereof, of specific industries can also decrease or increase the residents in a community. Throughout this section a variety of economic indicators will be described and analyzed. This will include business activity, labor force participation, travel time, education, and veterans.

Economic Development Market Analysis

In the City of Tulsa there are approximately 272,000 jobs but fewer than 190,000 workers. There are likely many commuters that come from outside the City to work. This reduces unemployment rates but, all things being equal, residents would rather work and live in the same City. Workers who commute out of the City reduce their spending within the City and can reduce the tax base. Additionally, commuting can have a negative impact on an individual's health and well-being.

The largest job sector disconnect is Education and Health Care Services. There are over 62,000 jobs in the City in that sector but only 40,000 workers. Overall, there are only 2 sectors with more workers than jobs, Construction and Other Services. The largest disconnect between jobs and workers is the Professional, Scientific, Management Services Sector where less than half the workers are from Tulsa.

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	3,913	5,393	2	2	0
Arts, Entertainment, Accommodations	20,026	27,504	11	10	-1
Construction	13,208	12,014	7	4	-3
Education and Health Care Services	40,432	62,013	21	23	2
Finance, Insurance, and Real Estate	12,001	18,395	6	7	1
Information	5,501	6,345	3	2	-1
Manufacturing	21,154	21,639	11	8	-3
Other Services	10,401	7,014	5	3	-2
Professional, Scientific, Management Services	23,426	49,169	12	18	6
Public Administration	4,634	7,491	2	3	1
Retail Trade	19,866	30,558	10	11	1
Transportation and Warehousing	9,747	12,741	5	5	0
Wholesale Trade	5,441	12,073	3	4	1
Total	189,750	272,349	--	--	--

Table 41 - Business Activity

Alternate Data Source Name:

2011-2015 ACS (Workers), 2015 LEHD (Jobs)

Data Source Comments: The most recent data for the LEHD was 2015. The 2011-2015 ACS was used for comparison.

Labor Force

Total Population in the Civilian Labor Force	205,458
Civilian Employed Population 16 years and over	191,705
Unemployment Rate	6.70
Unemployment Rate for Ages 16-24	14.30
Unemployment Rate for Ages 25-65	5.60

Table 42 - Labor Force

Alternate Data

Source Name:

2013-2017 ACS 5-

Yr Estimates

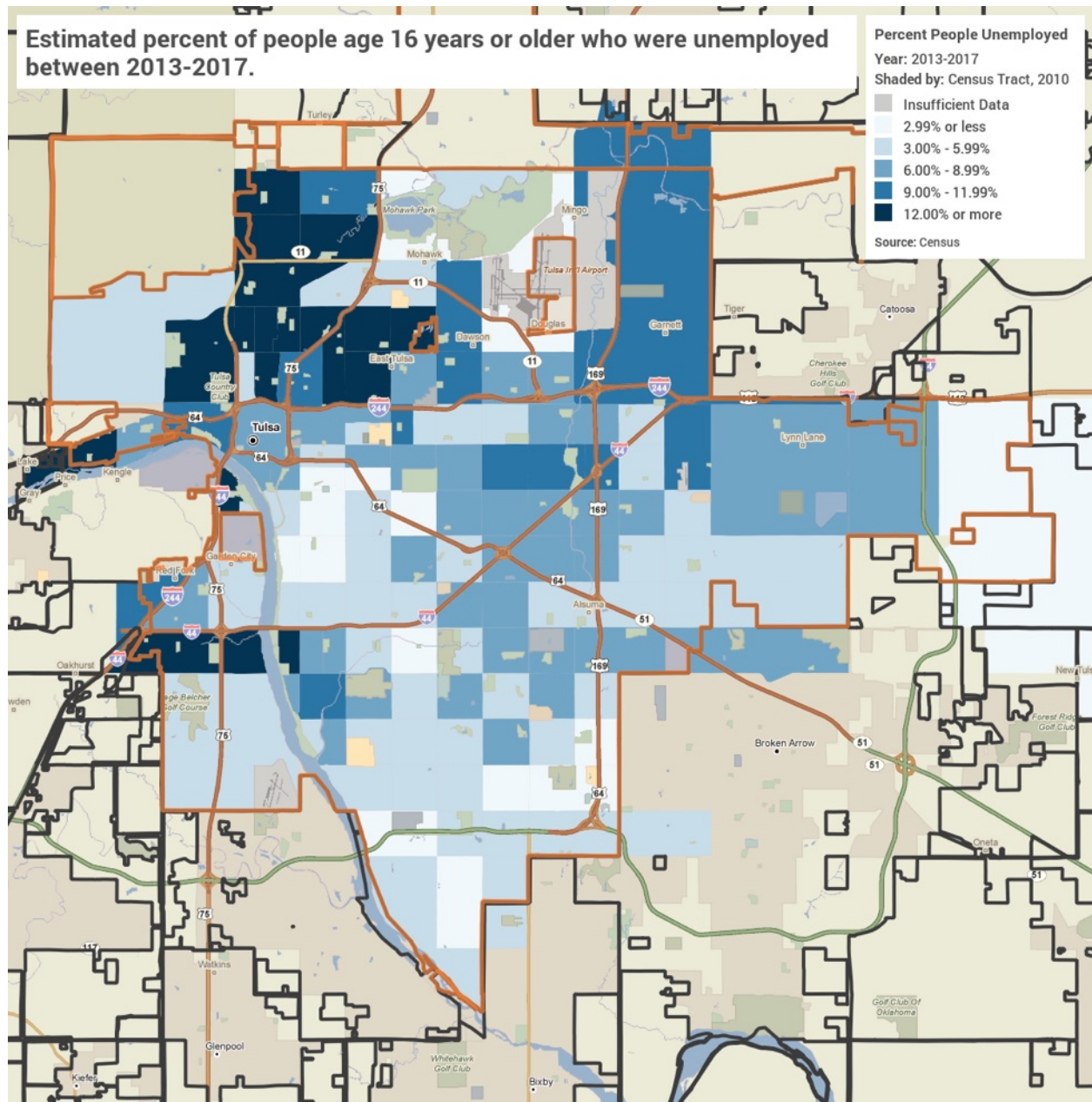
Data Source

Comments:

Unemployment

According to the 2013-2017 ACS, the unemployment rate is 6.7% for all persons in the civilian workforce. The unemployment rate is much higher for residents between the ages of 16-24 where the rate is 14.30%. It is during this age that many people are able to get an education, build experience and get started on a career.

Source: 2013-2017 American Community Survey 5-Year Estimates



Unemployment Rate

As the map above shows, unemployment is not uniform throughout the City. The overall rate is much higher, over 12%, in the northwest tracts of the City. This is also the area with high rates of poverty and lower housing prices.

Occupations by Sector	Number of People at
Management, business and financial	68,543
Farming, fisheries and forestry occupations	420
Service	34,513
Sales and office	46,780
Construction, extraction, maintenance and repair	17,756
Production, transportation and material moving	23,693

Table 43 – Occupations by Sector

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Occupations by Sector

The largest employment sector is the Management, Business and Financial sector, employing 68,543 persons throughout the City. This sector is followed by the Sales and Office sector with 46,780 persons employed and the Service sector with 34,513.

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	153,648	85%
30-59 Minutes	22,027	12%
60 or More Minutes	4,875	3%
Total	180,550	100%

Table 44 - Travel Time

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

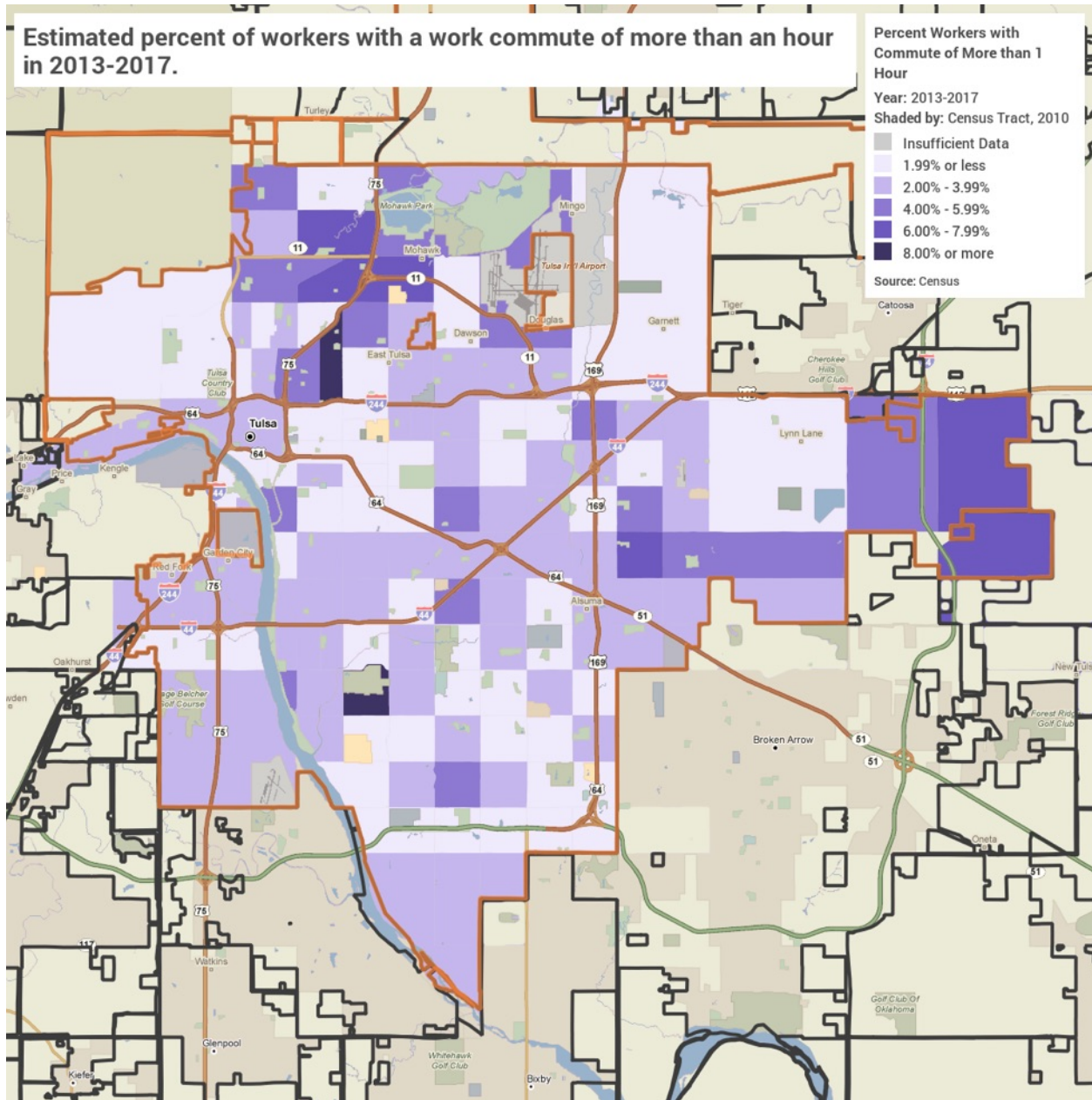
Data Source Comments:

Commute Travel Time

As mentioned above, long commutes can have a negative impact on a person's health and overall well-being. Research by Texas A&M Transportation Institute estimates that each year there is over \$100 billion in lost time and wasted fuel in the United States. Long commute times have been linked to an increase in domestic violence, high blood pressure and blood sugar, and increased obesity.

In Tulsa, only 3% of commuters have a long commute, more than one hour. That amounts to nearly 5,000 people. The vast majority of the population (85%) have a short commute and approximately 12% have a medium commute. There is not a significant difference between commute times throughout the City.

Source: 2013-2017 American Community Survey 5-Year Estimates



Commute Travel Time Greater Than One Hour

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	17,047	2,884	9,273
High school graduate (includes equivalency)	33,782	4,409	14,302
Some college or Associate's degree	48,362	3,534	14,266
Bachelor's degree or higher	53,179	1,528	9,171

Table 45 - Educational Attainment by Employment Status

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	1,164	3,212	3,822	4,787	2,348
9th to 12th grade, no diploma	6,591	5,859	4,245	6,345	3,488
High school graduate, GED, or alternative	12,779	14,885	12,247	24,131	15,075
Some college, no degree	13,828	14,675	10,484	22,485	13,077
Associate's degree	1,854	5,003	3,931	8,864	2,836
Bachelor's degree	3,733	13,631	9,355	19,910	10,294
Graduate or professional degree	265	4,921	5,122	10,748	6,762

Table 46 - Educational Attainment by Age

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,059
High school graduate (includes equivalency)	25,788
Some college or Associate's degree	31,124
Bachelor's degree	44,364
Graduate or professional degree	60,536

Table 47 – Median Earnings in the Past 12 Months

Alternate Data Source Name:

2013-2017 ACS 5-Yr Estimates

Data Source Comments:

Median Earnings by Educational Attainment

Educational advancement is one of the primary indicators of a person's potential earnings and financial stability. A person's average median earnings increase significantly as they attain higher education. For

example, in Tulsa a person with a Bachelor's degree can expect to earn more than twice that of a person who doesn't graduate high school. Over an entire career that can result in a significant increase in wealth. If a person with a Bachelor's degree works from the age 23 to 62 they will earn \$1,730,196 and a person with a high school diploma working from the age 18 to 62 will earn \$970,596. That is approximately \$850,000 more for the Bachelor's degree from earnings alone. That does not factor in increases in wealth that come from a greater likelihood of home ownership, investments, and retirement accounts that often come with higher salary jobs.

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

As noted above, in the City of Tulsa there are approximately 272,000 jobs but less than 190,000 workers. The job sectors that provide the most jobs are Education and Health Care Services (62,013 jobs); Professional, Scientific, Management Services (49,169 jobs); and Retail Trade (30,558 jobs). These sectors also have the greatest number of workers in them.

Describe the workforce and infrastructure needs of the business community:

The largest job sector disconnect is Education and Health Care Services. There are over 62,000 jobs in the City in that sector but only 40,000 workers. Overall, there are only 2 sectors with more workers than jobs, Construction and Other Services. The largest disconnect between jobs and workers is the Professional, Scientific, Management Services sector where less than half the workers are from Tulsa. There is an opportunity to train and attract workers to bridge the gap in Education and Health Care Services.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

There are new programs that are getting off the ground, but there needs to be more education and outreach so that residents use more of them. Outreach efforts need more marketing avenues as some organizations have a hard time reaching potential clients. There is also a need for workforce providers to offer training that is more flexible. Right now, there is not a lot of evening or hours of attendance. It is worthwhile noting that there are a number of private businesses, in hospitality and manufacturing in particular, that hire and support residents through programs including mentorships. Workforce development organizations are also doing educational outreach to private companies in an effort to “Ban the box.” A barrier to more employment is the lack of willingness to hire people that have been involved in the criminal justice system. This effort encourages HR departments to look into why their hiring policies preclude hiring people that have come out of the justice system and create opportunities for hiring them.

Transportation is an issue to provide access to the new jobs that are available. The City transit agency is exploring new bus routes to facilitate those connections, and there are conversations with the private sector to make access to their jobs easier. The City is looking at a Road to Work program in conjunction with the corridor program. Tulsa Transit has implemented new routes as of September 29, 2019. The new routes will focus on North Pine to connect to the jobs that will come online in that part of the City. The timetables of the new route will also conform to shift-based timing. On the private sector side, the Port of Catoosa is looking at van services.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

While Tulsa has large numbers of citizens educated to a Bachelor’s degree level or above, the Educational Attainment by Age table above shows that 7,755 (19.3%) of 18-24 year olds lack a high school diploma or GED equivalent. These workers are in danger of being left behind in a market where job growth requires skilled, educated professionals. Additionally, there are 34,106 residents over the age of 24 that lack a high school diploma or GED equivalent.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

Workforce Tulsa offers an on the job training incentive designed to fill the skills gap for employers. Employers who participate in the program are able to claim up to 30% of employees’ cost for up to 6 months.

There are also a number of agencies that provide educational and job training opportunities throughout the community. Community Action Project Inc. offers a career advancement program aimed at providing coaching, education and training to CAP Tulsa, Educare and TANF parents. The Center for Employment Opportunities offers services aimed exclusively for people with criminal records. Resonance Center for Women operates programs for formerly incarcerated women which includes reentry services and job counseling/training. Tulsa Community WorkAdvance operates a sector-focused program to connect individuals to free technical training, full-time job placement, and career advancement coaching.

In addition to these agencies, Tulsa also has multiple educational Institutions offering continuing education programs and workplace training.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Indian Nations Council of Governments (INCOG) is the regional planning agency for this area of Oklahoma. INCOG administers the Economic Development Administration (EDA) approved CEDS for the area which covers the City of Tulsa. The CEDS serves as a description of the current Tulsa area economic and workforce development status, in order to identify opportunities, and employ local, state and federal funds to meet current and emerging regional economic growth needs.

The 2018-2022 CEDS identified 5 district goals that will capitalize on the areas' assets and provide a strategic plan. These goals include:

1. Ensure a healthy, attractive and sustainable environment, vibrant, thriving communities and a high quality of life for all the region's residents
2. Foster a diversified, regional business climate that supports high quality private investment and job creation
3. Ensure residents have better access to living wage jobs and employers have access to world class talent
4. Harness and capitalize on the entrepreneurship and technology innovation developments and assets in the region.
5. Advance the region's transportation infrastructure to meet the demands of a globally connected modern economy

Discussion

During consultation with the public, citizens expressed a need for job creation and retention, employment training and placement services, and educational programs, with each item ranking high in the list of potential goals provided.

There is a strong correlation between areas of high unemployment and areas with high rates of citizens with less than high school education. The City will continue to seek solutions to reduce these numbers and attempt to turn the cycle of poverty around.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

HUD identifies 4 specific data points that constitute "housing problems": cost burden, overcrowding, lack of complete plumbing facilities, and lack of complete kitchen facilities. An area has a concentration of multiple housing problems when a census tract has 2 or more housing problems that are disproportionately high. A housing problem is disproportionately high if the percentage of households that have that problem at a rate of 10% or greater than the Citywide rate.

The rate of housing problems in Tulsa is:

- Lacking Complete Plumbing Facilities: 2.29%
- Lacking Complete Kitchen Facilities: 3.32%
- Overcrowding: 3.2%
- Cost Burden: 32.9%

A census tract has a concentration if the lack of complete plumbing facilities is 12.29% or greater, the lack of kitchen facilities is 13.32% or greater, overcrowding is 13.2% or greater, or Cost Burden is 42.9% or greater.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

For the purposes of this question, a concentration is defined as any census tract or grouping of census tracts where the minority population is 10% or more over the city-wide average or the Median Household Income is 80% or less than the city-wide MHI. The demographics for Tulsa are:

- Black, non-Hispanic: 15.14%
- Hispanic: 15.81%
- Median Household Income: \$44,577

A census tract has a concentration if the Black population is 25.14% or larger; and the Hispanic population is 25.81% or larger; or the Median Household Income is \$35,901 or less. Maps are included at the end of this section showing areas of concentration.

What are the characteristics of the market in these areas/neighborhoods?

Black Households: In the northwestern part of the City there are many census tracts with a concentration of Black households. These tracts also have a low median income.

Hispanic Households: Hispanic residents are concentrated in several tracts through the northeast part of the City. These tracts tend to have a weaker market with lower median household income.

Low Income Households: Low income households are primarily located in the northern part of the City. The northwest, in particular, has a high concentration of LMI households.

Are there any community assets in these areas/neighborhoods?

Despite the numerous economic and housing problems present within these areas, they all still have significant community assets such as public parks, community centers, educational institutions, health facilities, and community organizations. During the last Consolidated Plan, both local tax dollars and HUD funds have been spent in these areas to improve infrastructure facilities through sidewalk repair and installation and the removal of hazardous structures and graffiti. In 2018, \$1.5 million CDBG funds were awarded to Tulsa Economic Development Corporation to add a grocery store to their Shoppes on Peoria development, which was completed using CDBG funds in 2013.

The City of Tulsa has several large capital projects planned and/or under construction in the Greenwood and Crutchfield areas which historically have been economically challenged and underserved. The City broke ground on the headquarters for United States of America Bicycle Motocross (USA BMX) on November 15, 2019. The \$18.6 million project will take approximately a year and half to complete and when finished will host several annual national competitions bringing needed foot traffic and activity. The site will also have several parcels set aside for future mixed-use development which will provide additional economic development opportunities for this challenged area. Additionally, the City recently authorized the extension of capital improvement sales tax that will provide \$6.0 million dollars for the rehabilitation of the Greenwood Cultural Center which supports the local community thru economic development efforts and provides meeting space and programming that supports small businesses in the area.

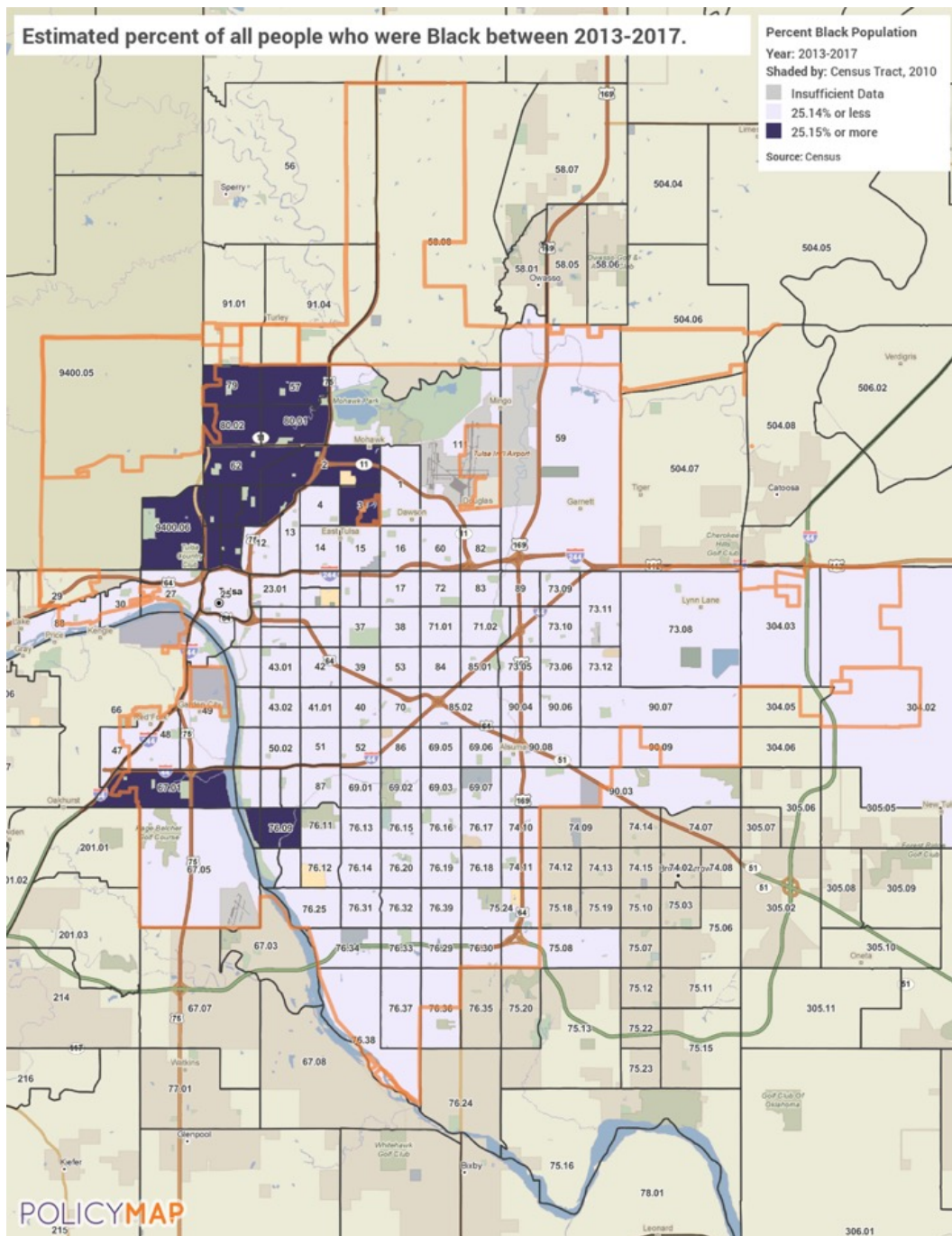
Are there other strategic opportunities in any of these areas?

In 2014, the Mayor of the City of Tulsa established the Mayor's Office of Economic Development. The office has a full time director and several staff members dedicated to the advancement of Tulsa as an attractive location to do business and to the attraction of national retailers that are not currently in the Tulsa market.

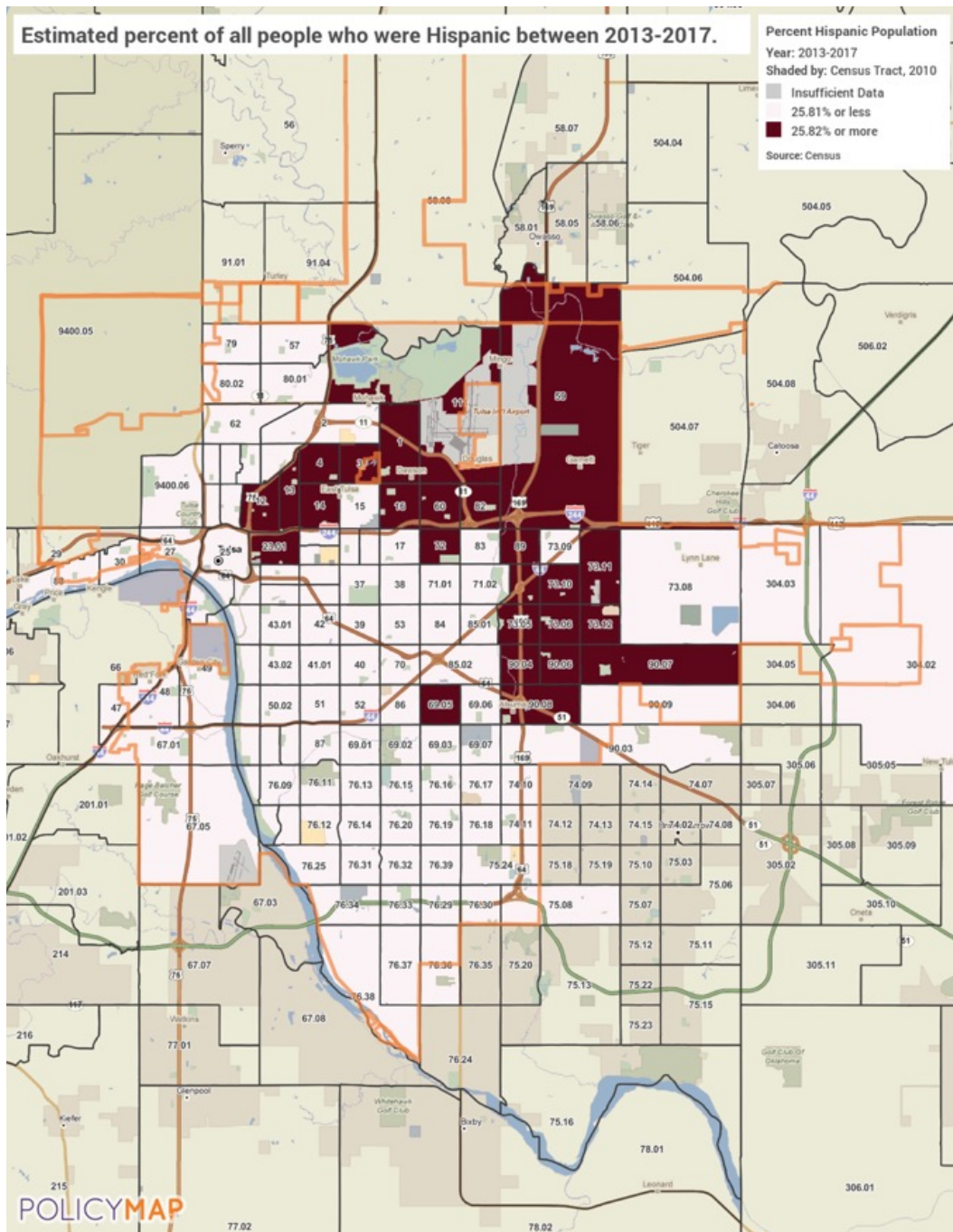
In the past the City has used Tax Increment Financing (TIF) as a tool to incentivize economic development in areas where there may be barriers to infrastructure construction or other development challenges. These areas have all experienced growth and several of these areas have been reauthorized to further incentivize and catalyze previous success. Recently, the City has instituted a retail sales tax rebate program that provides up to a 2 million dollar reimbursement for development related infrastructure to retailers which generate 75 million or more in annual retail sales. Costco and Gander Mountain are 2 retailers which have been attracted to the Tulsa and Oklahoma market as a result of this rebate program.

Additionally, through the City's small area planning program in the Tulsa Planning Office, key areas of the community to target for economic and redevelopment activity have been identified. The City's planning team assembles stakeholders, elected officials, and the public in the development of goals and opportunities for the revitalization of blighted and underdeveloped neighborhoods around the City. The Bus Rapid Transit (BRT) Corridor is the primary target area in this plan and the north south route along Peoria Avenue runs through and connects many of the City's small area plans. It is the City's intent to leverage annual HUD entitlement allocations, capital program allocations, and other City resources to implement the development strategies contained within these plans.

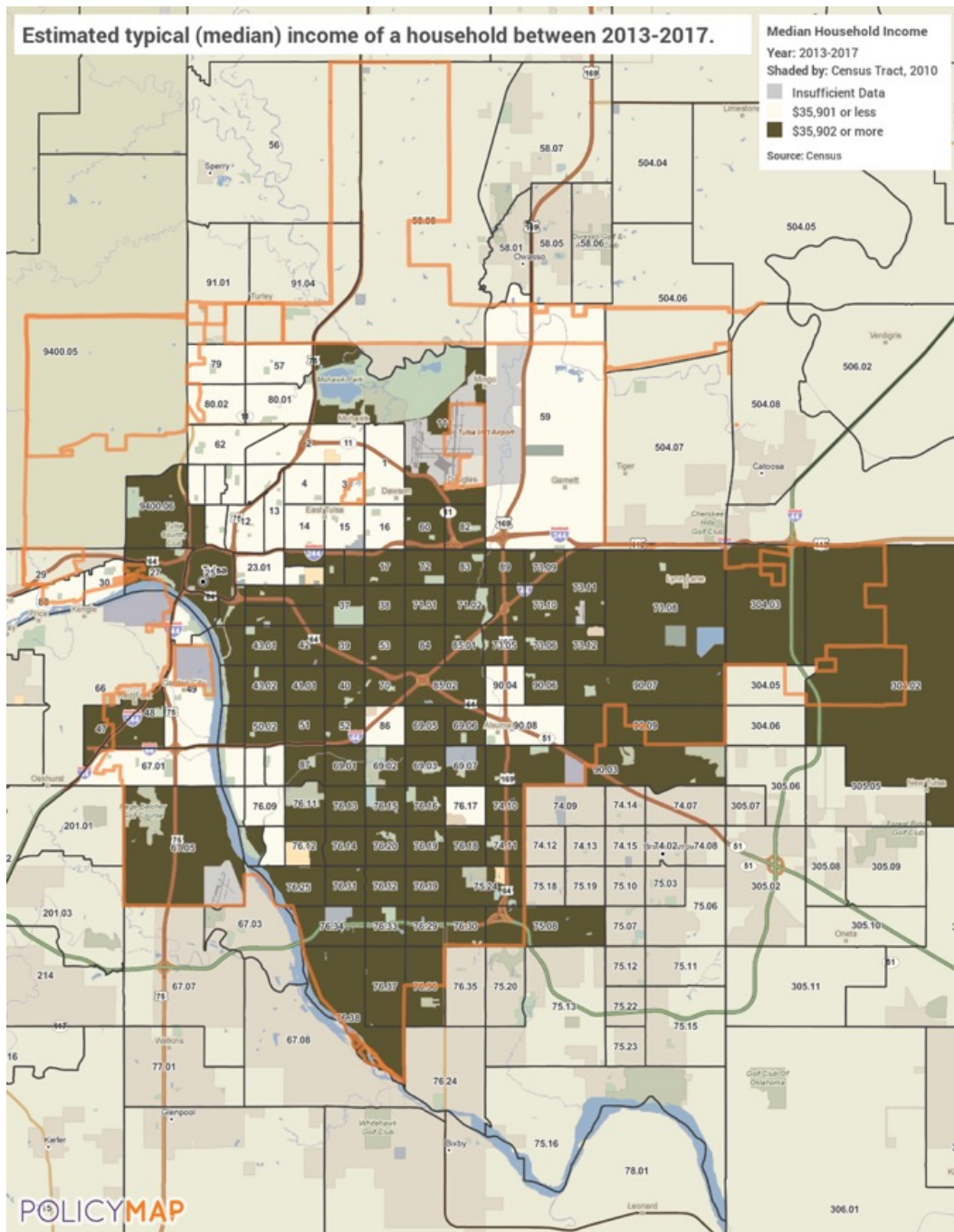
In early 2019, the City hired a Housing Director to develop and facilitate a city-wide housing strategy to create new housing, improve the quality of existing units, and address homelessness. These efforts will include all housing types, include all income levels, and leverage additional City revenue streams for development assistance. This balanced approach to support housing development and preservation in the City will include a strategy to build capacity of local non-profit organizations, including City-certified CHDOS.



Black Population Concentration



Hispanic Population Concentration



Low-Income Households

MA-60 Broadband Needs of Housing Occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

Internet is an essential communications and information platform that allows users to take advantage of the increased interconnectedness of business, education, commerce, and day to day utility. Reliable access to the internet is becoming a necessity to thrive in the modern economic environment. Communities that lack broadband access struggle to keep pace with the country. Locations without broadband access impedes its population's ability to take advantage of the educational and entrepreneurial opportunities available online. This is particularly problematic for LMI areas where economic opportunities are already often lacking. Studies suggest a strong correlation between increased high-speed internet access and increased education and employment opportunities, especially in small cities and rural areas.

Tulsa does not have significant gaps in broadband coverage. Most of the City has multiple options of internet providers which includes LMI areas. The average Tulsa household has 4 options for broadband-quality Internet service; however, an estimated 27,000 locals still don't have access to more than one provider and may have to rely on low-grade wireless.

The following map shows broadband access throughout the City. Broadband access is defined as advertised internet speeds of 768 kilobits per second or higher. FCC data shows 2 major infrastructure options within Tulsa: cable and DSL.

See map Broadband Access.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

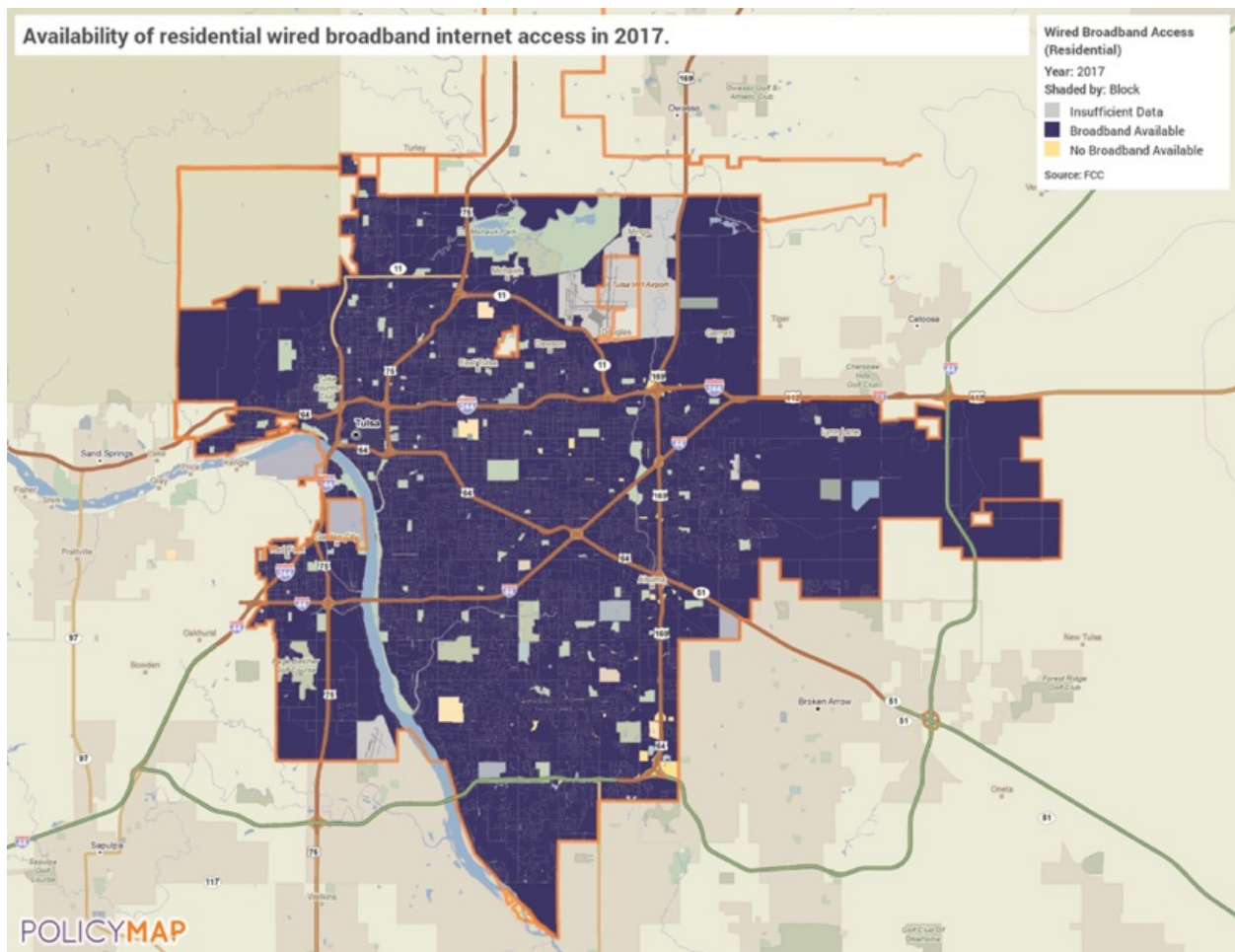
Once broadband access has been obtained, it is important to ensure there is competition among service providers. Any resource that has a de facto monopoly on an area may not be incentivized to provide standard and consistent services. Tulsa has a total of 11 Internet providers offering residential service. Cox Communications and AT&T are the strongest providers in Tulsa as far as coverage. The average Tulsa household has 4 options for broadband-quality Internet service. These providers frequently overlap around the City.

- Cox Communications (Cable)
- AT&T Internet (DSL and Fiber)
- EarthLink (DSL and Fiber)
- Atlas Broadband (Fixed Wireless)

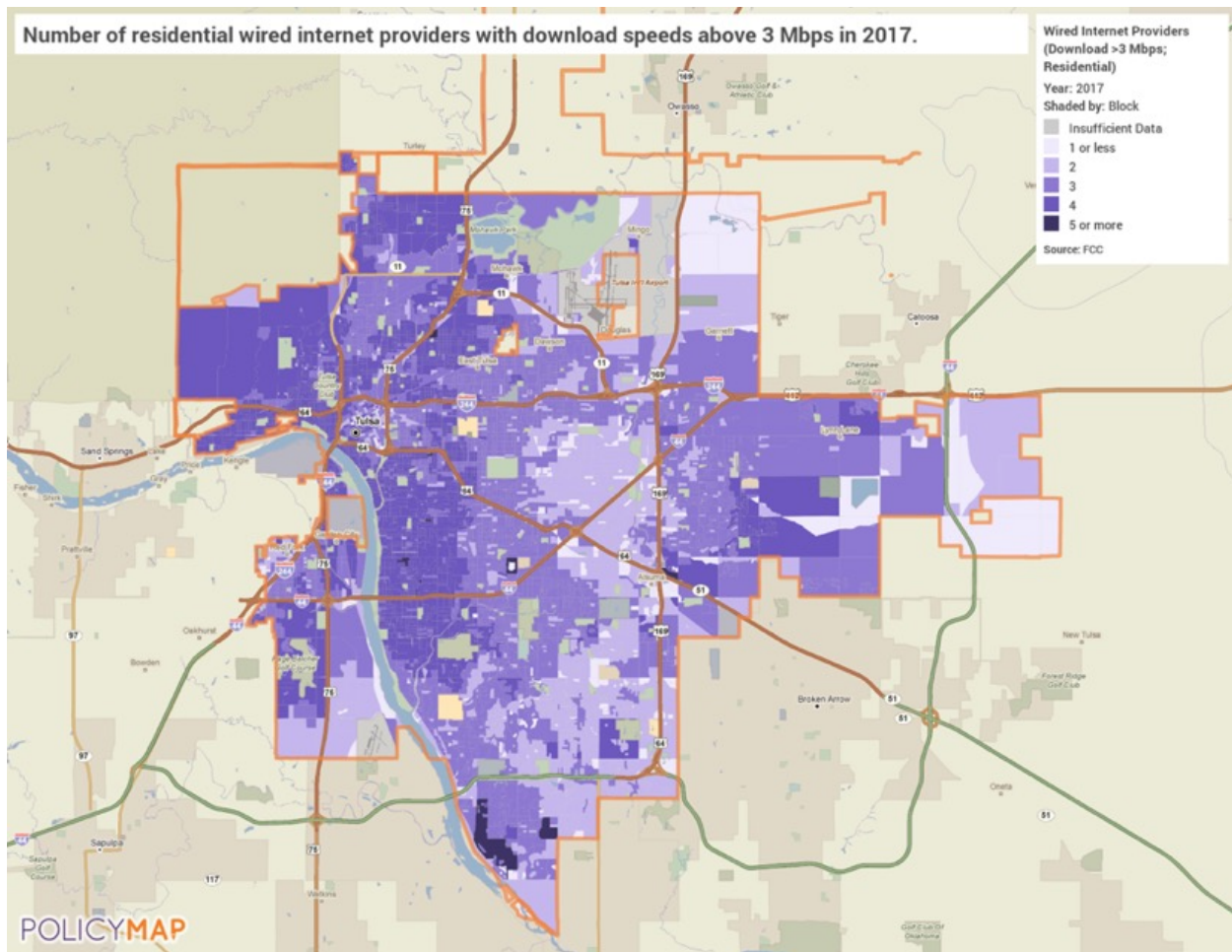
- The Junction Internet (Fixed Wireless)
- AirLink Internet Services (Fixed Wireless)
- Windstream (DSL and Fiber)
- BTC Broadband (Fiber and DSL)
- Suddenlink Communications (Cable)
- Viasat Internet (formerly Exede)(Satellite)
- HughesNet (Satellite)

The following map shows the number of broadband service providers by census tract. Most of the City has at least 2 options of high speed internet with competitive providers, though there are several tracts with lower populations that only have access to one provider.

See map Highspeed Internet Providers.



Broadband Access



Highspeed Internet Providers

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Tulsa has historically been prone to various natural hazard events including tornadoes, flooding, extreme heat, drought, and others. The potential impacts of climate change—including an increase in prolonged periods of excessively high temperatures, more heavy precipitation, more severe droughts—are often most significant for vulnerable communities. The City is not located near the coast, but it is still impacted by secondary effects. By the middle of the century the average summer temperature is expected to rise 4 degrees. This rise in temperature could lead to altered weather and precipitation patterns, a rise in severe storms, an increased risk of catastrophic floods, increased electricity costs, and ruined crops. Additionally, any increase in the ocean levels or increased storm activity will lead to people moving from the coast. An increase of people could come into the City which would drive up housing costs, reduce the availability of jobs, and tax resources.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Low- and moderate-income residents are at particular risk due to having less available resources to combat the impacts of natural disasters. A dramatic rise in electricity or housing costs could put them at imminent risk of homelessness or living in substandard conditions. Residents in rural communities will have less access to public support in case of emergencies and will have fewer resources to repair or prevent damage to their homes.

The City of Tulsa strives to inform and prepare the general public for multi-hazard mitigation. There are online venues (including city website and Tulsa Area Emergency Management Agency Facebook page) that disseminate numerous informational guidebooks, videos, and emergency resources to build disaster resiliency in the community.

Tulsa has several public and private organizations that work to address any issues that come from natural disasters. The following organizations help with disaster mitigation and management in various ways. Disaster risks associated with climate change are discussed in MA-20.

Tulsa Area Emergency Management Agency (TAEMA): County-led entity coordinates the preparation, response, recovery and mitigation of major emergencies and disasters. TAEMA also coordinates the public and private physical and human resources to respond to these events.

Oklahoma Voluntary Organizations Active in Disaster (VOAD): This association of organizations aims to mitigate the impact of disasters, promote cooperation, communication, coordination and collaboration; and find more effective delivery of services to communities affected by disaster. Partners include 21st Century Santa, Adventist Community Services, American Red Cross, Billy Graham Evangelistic

Association Rapid Response Team, Catholic Charities Archdiocese of OKC, Catholic Charities Diocese of Tulsa, Church World Service, Community Food Bank of Eastern OK, Convoy of Hope, Disaster Resilience Network, Episcopal Diocese of OK, Feed the Children, Federal Emergency Management Agency, Four Square Disaster Relief, Goodwill Industries of Central OK, Habitat for Humanity of Central OK, Habitat for Humanity International, Heartline 2-1-1, Infant Crisis Services, International Orthodox Christian Charities, Local Area Resilience Cooperative of Central OK, Legal Aid Services of OK, Mental Health Association of OK, Mercy Chef's Emergency Food Service, Minuteman Disaster Response, OK AmeriCorps, OK Conference of Churches, OK Emergency Management, OK Department of Mental Health & Substance Abuse Services, OK Durable Medical Equipment Reuse Program, OK Emergency Response Team, OK Indian Legal Services, Mennonite Disaster Service, Southern Baptist Convention Disaster Relief, OK State Department of Health, OK United Methodist Church Disaster Response, Operation BBQ Relief, Regional Food Bank of OK, Recovering Oklahomans After Disaster, Society of St Vincent de Paul Disaster Services, Stress Response Team, The Church of Jesus Christ of Latter-Day Saints, The Salvation Army and TrustUnited Way of Central OK.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

With the addition of 25 new low and moderate income census tracts, the needs of the low and moderate income population continues to far exceed the available resources. After consulting with the public, subrecipients, stakeholders and other local entities and organizations, it was clear that a number of needs were specific to geographical areas within the City. In order to maximize the achievements over the course of this Consolidated Plan, the City has designated 2 Bus Rapid Transit (BRT) transportation corridors where public facilities and infrastructure improvements or major housing rehabilitation projects will be incentivized (refer to Target Area Map in Appendix D). These BRT routes also align with the following City small area plans:

- 36th Street North
- Crutchfield
- Riverwood

In addition, the City will also continue to provide funding to Essential Services and other priority needs that benefit low and moderate income residents throughout the City.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

In addition to assisting needs on a City Wide basis, the City has identified the following two target geographies to further address needs along the new Bus Rapid Transit lines.

Table 48 - Geographic Priority Areas

1	Area Name:	Peoria Avenue Bus Rapid Transit Route
	Area Type:	Local Target area
	Other Target Area Description:	N/A
	HUD Approval Date:	N/A
	% of Low/ Mod:	N/A
	Revital Type:	Comprehensive
	Other Revital Description:	N/A
	Identify the neighborhood boundaries for this target area.	A map of the target area and a written boundary description is included in Appendix D - Target Areas.
	Include specific housing and commercial characteristics of this target area.	<p>Housing Characteristics: Housing in the area consists of mainly aged single family homes built pre 1950. In addition to this, the area also contains 3 large multifamily housing complexes, 2 of which are owned and operated by Tulsa Housing Authority.</p> <p>Commercial Characteristics: The area lacks a strong commercial base. A number of abandoned or under-utilized properties dotted along the thoroughfare contribute to the negative perceptions of the neighborhood. Some former commercial properties have been re-purposed as doctors' offices and churches.</p>
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	After consultation with the public, subrecipients, stakeholders and other local entities and organizations, it was clear that a number of basic needs intersected with availability of accessible transportation. In order to maximize outcomes, it was determined that this transit corridor would be targeted and would provide an opportunity to leverage HUD dollars with other anticipated private investments.

	Identify the needs in this target area.	Decrease substandard owner-occupied and rental housing. Reduce the concentration of high poverty and unemployment. Demolition of hazardous properties causing unnecessary blight on the area. Job creation and/or training and economic development.
	What are the opportunities for improvement in this target area?	Increased commercial presence along this transit route and collaboration with the vision of adopted City of Tulsa Small Area Plans located within and adjacent to the target area. Improve transportation links to other areas of the City and improved community facilities. Improve housing options within the area through rehabilitation and infill development. Reduce unnecessary blight from abandoned/vacant properties.
	Are there barriers to improvement in this target area?	<ul style="list-style-type: none"> • High poverty rates, especially with census tracts in the northern half and southern third of the transit route • High levels of unemployment concentrated in the northern half and southern third of the transit route • High level of aging housing stock concentrated in the northern half of the transit route • High level of rental housing concentrated in the southern third of the transit route • High number of blighted/abandoned properties concentrated in the northern half of the transit route • Limited resources
2	Area Name:	11 th Street Bus Rapid Transit Route
	Area Type:	Local Target area
	Other Target Area Description:	N/A
	HUD Approval Date:	N/A
	% of Low/ Mod:	N/A
	Revital Type:	Comprehensive
	Other Revital Description:	N/A
	Identify the neighborhood boundaries for this target area.	A map of the target area and a written boundary description is included in Appendix D - Target Areas.

Include specific housing and commercial characteristics of this target area.	<p>Housing Characteristics: Housing in the area consists of a mix of aged single family homes built pre 1970, with a large amount of aging, small rental housing complexes (less than 20 units), as well as vacant, abandoned properties.</p> <p>Commercial Characteristics: There is a large concentration of small, local commercial development along this transit corridor. At the east end of the route there are blighted, abandoned commercial properties.</p>
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	After consultation with the public, subrecipients, stakeholders and other local entities and organizations, it was clear that a number of basic needs intersected with availability of accessible transportation. In order to maximize outcomes, it was determined that this transit corridor would be targeted and would provide an opportunity to leverage HUD dollars with other anticipated private investments
Identify the needs in this target area.	Decrease substandard owner-occupied and rental housing. Reduce the concentration of high poverty and unemployment. Demolition of hazardous properties causing unnecessary blight on the area. Job creation and/or training and economic development.
What are the opportunities for improvement in this target area?	Improved transportation links to other areas of the City and improved community facilities. Improve housing options within the area through rehabilitations. Reduce unnecessary blight from abandoned/vacant properties.
Are there barriers to improvement in this target area?	<ul style="list-style-type: none"> • High poverty rates, in a majority of census tracts • High levels of unemployment • High level of aging housing stock • Medium level of vacant housing • High number of blighted/abandoned commercial properties • Limited resources
Identify the needs in this target area.	Decrease substandard owner-occupied housing. Reduce the concentration of high poverty and unemployment. Job creation and/or training and economic development.

	What are the opportunities for improvement in this target area?	Improved transportation links to other areas of the City and improved community facilities. Increase in affordable housing. Job creation and/or training and economic development.
	Are there barriers to improvement in this target area?	<ul style="list-style-type: none"> • High poverty rates, with all census tracts covered above both the local and state average • High levels of unemployment • High levels of crime • Low rate of owner occupied housing • Limited resources

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Previously the majority of low and moderate income (LMI) census tracts had been located in the north quadrant of the City and this area was targeted during the last Consolidated Plan. In the last 5 years there has been a sharp rise in the number of LMI census tracts throughout the City as a whole and this is the basis for targeting specific geographical locations within the jurisdiction. The areas targeted all suffer from high poverty and unemployment.

Not all goals will be specifically targeted to these areas. Each year the City will review the needs of these areas and target the goals to meet the needs.

The City will also continue to provide funding to projects that offer services to eligible LMI residents, such as Essential Services, economic development, and housing regardless of the location of the project.

Although, we have designated target areas for revitalization and rehabilitation of existing substandard housing, the City will also seek to incentivize the construction of new housing outside of Racially Concentrated Areas of Poverty (RCAP).

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 49 – Priority Needs Summary

1	Priority Need Name	Housing Acquisition, Construction & Rehabilitation
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route 11 th Street Bus Rapid Transit Route
	Associated Goals	Acquisition and New Construction of Housing Housing Rehabilitation
	Description	Outreach and data analysis indicate a need for more affordable housing in the City as both renters and owners are cost burdened. Needed activities may include rehabilitation of owner-occupied single-family housing, new construction of single-family housing for homeownership, provision of down payment assistance, and development of affordable rental housing.
	Basis for Relative Priority	Data and Market Analysis; perspectives collected through community survey, community focus groups and stakeholder interviews.
2	Priority Need Name	Essential Services
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	City Wide
	Associated Goals	Essential Services
	Description	Community outreach indicated a need for services to address vulnerable populations, including in the areas of crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.
	Basis for Relative Priority	Perspectives collected through community survey, community focus groups and stakeholder interviews.
3	Priority Need Name	Homeless/Special Populations
	Priority Level	High

	Population	Extremely Low Low Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route
	Associated Goals	Essential Services Emergency Shelter Rental Housing Subsidies
	Description	Community outreach revealed a need for enhanced emergency shelter service and homelessness prevention services as not enough shelter options exist and eviction rates are particularly high in the City.
	Basis for Relative Priority	Data and Market Analysis; perspectives collected through community survey, community focus groups and stakeholder interviews.
4	Priority Need Name	Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route 11 th Street Bus Rapid Transit Route
	Associated Goals	Economic Development

	Description	Community outreach indicated a need for creating job growth and retention through investment into the local economy. Activities may include job training and business assistance.
	Basis for Relative Priority	Data and Market Analysis; perspectives collected through community survey, community focus groups and stakeholder interviews.
5	Priority Need Name	Public Facilities and Infrastructure Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route 11 th Street Bus Rapid Transit Route
	Associated Goals	Public Facilities and Infrastructure Improvements
	Description	The community outreach process revealed a desire for enhanced facilities and infrastructure improvements, particularly in the areas of facilities that support vulnerable populations like seniors, and improved public transportation infrastructure.
	Basis for Relative Priority	Perspectives collected through community survey, community focus groups and stakeholder interviews.

6	Priority Need Name	Housing Subsidies/Assistance
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route 11 th Street Bus Rapid Transit Route
	Associated Goals	Rental Housing Subsidies
	Description	Renters are especially rent burdened in the City at rates higher than homeowners. Community outreach expressed a need to provide additional housing subsidies for renters, specifically.
	Basis for Relative Priority	Data and Market Analysis; perspectives collected through community survey, community focus groups and stakeholder interviews.
7	Priority Need Name	Demolition of Substandard Buildings
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	City Wide Peoria Avenue Bus Rapid Transit Route 11 th Street Bus Rapid Transit Route

	Associated Goals	Clearance and Demolition
	Description	Community outreach indicated a need to address blighted properties to make way for greater community redevelopment and growth.
	Basis for Relative Priority	Data and Market Analysis; perspectives collected through community survey, community focus groups and stakeholder interviews.

Narrative (Optional)

Based on data supplied and public consultation the priority needs above were developed. The 7 priority needs represent the greatest needs currently within the City of Tulsa. The Consolidated Plan will attempt to address these needs throughout the next 5 years with a combination of federal funding and other community resources available.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	A need for rental assistance has been identified, but more pressing is the number of affordable housing units available.
TBRA for Non-Homeless Special Needs	The long-term subsidy assistance, Section 8 Voucher Program, needed for special needs populations maintains a waiting list of approximately 10,000 applicants. The inability to obtain Section 8 assistance prolongs a client's need for TBRA assistance. In addition, in order for clients diagnosed with HIV/AIDS to remain stable, housing options need not only be affordable but with access to public transportation, health care, food resources and case management services. The lack of affordable housing units available forces placement into housing that may not necessarily create the most stable housing situation.
New Unit Production	<p>The low rental vacancy rates in Tulsa, the recent upswing in the housing market, and continued access to LIHTC opportunities in Oklahoma have all contributed to new interest in the production of affordable senior housing in unserved or underserved areas of the City.</p> <p>The identified need of low-income renters for affordable housing, especially with public transportation access will influence areas for new unit production, balancing that with mixed-income neighborhood investments. Because of the need to increase availability, funding will be targeted to increasing the number of affordable units.</p>
Rehabilitation	<p>Continued economic challenges of low-income residents that have resulted in deferred maintenance of the older housing stock characteristics of low income neighborhoods has made popular the City's single family housing rehabilitation activities.</p> <p>Many of Tulsa's low-income rental housing developments are aging and in need of significant rehabilitation. With an identified shortage of affordable housing, especially for the extremely low income population, the City anticipates leveraging limited grant dollars to partner with nonprofit developers to revitalize and retain the current housing stock and those located in strategic public transportation corridors.</p>

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Acquisition, including preservation	While median sales prices have largely recovered to pre-crash levels and even risen slightly, the volume of sales is still slow despite historically low interest rates. Tighter lending restrictions combined with continued uncertainty in the job market are resulting in a slower recovery of homebuyer acquisition activities.

Table 50 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

Currently, the City of Tulsa receives CDBG, HOME, HOPWA, and ESG funding. These funding sources are expected to be available over the next 5 years. In FY 2020, the City has been allocated \$3,543,633 in CDBG funds, \$1,794,733 in HOME funds, \$593,635 in HOPWA funds, and \$300,313 in ESG funds. It is anticipated that funding levels will be similar over the 5 years of this Consolidated Plan. These anticipated amounts are noted in the chart below. As all funding sources are subject to annual Congressional appropriations, as well as potential changes in funding distribution formulas, these figures are subject to change.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Essential Services	3,542,633	1,089,500	483,243	5,115,376	17,170,532	PI includes estimated RL (\$1.0m) for ED activity and PI (\$89,500) realized but not allocated. Prior year includes 483,243 in uncommitted carryover funds. Remainder includes estimated future Annual Allocations plus approximate RL (3.0m) in ED activity.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	1,794,733	36,109	449,757	2,280,599	7,178,932	PI is realized and must be allocated. Prior year includes \$449,757 in carryover funds and uncommitted PY19 funds. Remainder is estimated future Annual Allocations
HOPWA	public - federal	Permanent housing placement STRMU Supportive services TBRA	593,635	0	0	593,635	2,374,540	Remainder is estimated future Annual Allocations

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services	300,313	0	0	300,313	1,201,252	Remainder is estimated future Annual Allocations

Table 51 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The federal, state, and local resources available to address the needs identified in the plan include federal formula grant funds under CDBG, ESG, HOME, and HOPWA. The local Continuum of Care (CoC) also awards grant funds under the competitive McKinney-Vento Homeless Assistance Act. These funds will be leveraged with the City's general funds, various state and county resources, local nonprofit resources, and private foundation grants.

Essential service projects will concentrate efforts to address the needs of families, children and youth in high risk populations consistent with the identified priority needs. Use of CDBG and ESG funds will leverage other nonprofit resources and private foundation funds to assist low-income households.

Physical improvements will use a combination of public funds, CDBG funds, City general funds, and nonprofit and private foundation funds to enhance selected projects.

HOME Match: The sources of matching contributions for HOME funds will be from developers and subrecipients' nonfederal contributions, the City and its CHDOs. The City requires developers, subrecipients and CHDOs to match up to 25% of award. First re-use CHDO proceeds, as regulated by HOME, are used as leverage to fund HOME activities. Banked match is available if organizations are not able to generate the required match. The City had \$9.1 million in available banked match as of July 1, 2019.

Emergency Solutions Grant Match: The jurisdiction will fulfill the ESG requirement of a matching contribution equal to the grant program funds. Each organization is required to provide matching funds equal to the amount of funds awarded. This stipulation is included in the written agreement. The City of Tulsa will provide in-kind administrative funds, as necessary, to match administrative funds received. Documentation of match is required when subrecipients submit the monthly request for funds.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The Expected Amount Available for the Remainder of Consolidated Plan is an estimate of the funds expected to be received over the remaining 4 years of the Consolidated Plan. Estimates were calculated using the confirmed funding to be received during the first year of the Consolidated Plan plus expected program income.

The CDBG program income total includes an estimated \$1,000,000 per year in revolving loans funds received through economic development activities plus an additional \$89,499 in general program income. It is estimated that a similar amount of Revolving Loan funds will be received over the remaining 4 years and this is included in the Expected Amount Available for the Remainder of Consolidated Plan total.

HOME CHDO Reserve funds in the amount of \$275,000 were allocated in Year 1. Not all of the available HOME funds were allocated in year 1. The balance not awarded in Year 1 will be included in the available funds for Year 2 of the Annual Action Plan.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its Consolidated Plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Tulsa – Working in Neighborhoods	Government	Non-homeless special needs neighborhood improvements	Jurisdiction
City of Tulsa - Streets and Storm Water Department	Government	Non-homeless special needs Public facilities	Jurisdiction
The Housing Authority of the City of Tulsa	PHA	Public Housing	Jurisdiction
Tulsa Economic Development Corporation, Inc.	Other	Economic Development Non-homeless special needs	Jurisdiction
Community Service Council of Greater Tulsa	Non-profit organizations	Homelessness Non-homeless special needs	Jurisdiction
Tulsa Area United Way	Non-profit organizations	Homelessness Non-homeless special needs	Jurisdiction
Tulsa Community Foundation	Non-profit organizations	Homelessness Non-homeless special needs	Jurisdiction
Tulsa CARES	Sponsor	Non-homeless special needs Rental	Jurisdiction
A Way Home for Tulsa	Continuum of Care	Homelessness	Jurisdiction

Table 52 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Tulsa is fortunate to have a well-developed and experienced institutional infrastructure for the delivery of housing and community development programs. The table above lists some of the major organizations that provide funding and/or administer programs within the City of Tulsa. In early 2019 the City hired a Housing Director to develop and facilitate a city-wide housing strategy to create new housing, improve the quality of existing units, and address homelessness. These efforts will include all housing types, include all income levels, and leverage additional City revenue streams for development assistance. This balanced approach to support housing development and preservation in the City will

include a strategy to build capacity of local non-profit organizations, including city-certified CHDOS. For this reason, for-profit developers will no longer be eligible to apply for grant funding as there will be other non-grant funding streams available through the City. Though there never seems to be enough funding for all the worthwhile projects the City could implement, overall there are no major gaps.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X		X
Legal Assistance	X	X	X
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X		X
Street Outreach Services			
Law Enforcement		X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X		X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			
	X		X

Table 53 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The Tulsa Continuum of Care (CoC) encompasses all of the homeless prevention, street outreach and supportive services listed above. Its influence extends to planning for and facilitation of the delivery mechanisms for services. Such services include temporary emergency shelter, transitional housing and permanent housing for the homeless or those at risk of homelessness.

The A Way Home for Tulsa (AWH4T) initiative is a collaboration of 34 agencies with the goal of making homelessness rare, brief and nonrecurring. In 2019, AWH4T completed a 5-year strategic plan which included a full system analysis and cost study to ensure a complete assessment of homeless services and needs in Tulsa, and a solid idea of what implementation might cost. Through a grant from the Veteran's Administration, very low-income veterans and their families are assisted to avoid homelessness and obtain permanent housing. Youth Services of Tulsa provides counseling, runaway and homeless services and shelter, delinquency prevention and youth development. The Homeless Services Network (HSN), which includes approximately 30 member organizations, meet to promote coordination of services, advocate for policies that reduce homelessness and to provide a forum to address emerging issues.

Agencies involved in the AWH4T provide alcohol and drug abuse services, legal aid, mental and health programs and services, rental and utilities assistance, housing, shelter, life skills training, child care for domestic violence victims, and other various support services for the homeless.

The CoC aligns itself with the Housing First philosophy that diverts a community's focus from addressing the needs of people in emergency or transitional shelters to assisting people experiencing a housing crisis to quickly regain stability in permanent housing. This is fostered by its collaboration with the local homeless service providers, as well as its consultation with City of Tulsa's Grants Administration and State of Oklahoma, Department of Commerce to assist with establishing ESG priorities, policies and performance standards. Prevention and diversion practices are incorporated into the written standards that govern the intake and prioritization of those that present for homeless services. The CoC is also assisting with the redesign of the crisis response system comprised of service providers, downtown business owners, law enforcement and City leaders to specifically address the unsheltered homeless in encampments and downtown areas.

Multiple agencies within the community engage the unsheltered homeless and provide connections to services and housing. Family and Children's Services PATH program provides outreach and services for individuals who are living in unsheltered situations and have a mental illness. OU-IMPACT teams provide an array of assertive treatments for unsheltered homeless with options to continue after being housed. Youth Services of Tulsa street outreach teams work with homeless youth aged 18-24. John 3:16 Mission routinely outreaches to encampments and leads a multiagency Encampment Intervention Team created by Continuum members to address increasing numbers of unsheltered homeless. Shelter

referrals, revised barring policies and enhanced police involvement through Tulsa Police Department's Ambassadors and Tulsa County Sheriff's Jail Diversion program have been outcomes of the efforts of the Encampment Intervention Team. Improving crisis response capacity with coordination across community agencies remains a priority. The Continuum's Participant Advisory Group, composed of homeless and formerly homeless individuals, informs the CoC's outreach efforts and actively solicits new members for their input.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

One of Tulsa's weaknesses, compared to other more densely populated cities, is its public transportation system. To meet this gap, one AWH4T member provides free transportation to the majority of all social service agencies that the homeless may need.

Rapid Re-Housing and Prevention program outcomes have been very positive in keeping the homeless housed since this funding became available from HUD. However, gaps in our homeless service sector exist in the areas of supportive services, yet HUD CoC dollars no longer provide funds for many of these critical services. Mental health, health and substance use challenges also dominate the homeless population.

ESG Rapid Re-Housing programs and scattered site permanent housing do encounter barriers with landlord restrictions such as credit history or felony convictions, but that is a gap in service that can be overcome with the proper amount of education and oversight. The availability of rental units capable of accommodating the special needs population is another gap that will require further reallocation of funds with increased prioritization of services.

Gaps of the service delivery system relating to the HIV/AIDS population include a lack of an integration program for re-entry to society after discharge from prison. Homeless shelters are not appropriate for HIV positive individuals, yet readily available housing is not accessible for this population. Clients in the waiting period for disability have no options for supplemental income to allow them to live above the poverty level during the 2 year waiting period.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City will continue working with its partners to strengthen networks and connect City residents with needed services by working to maximize resources and communication as services are delivered.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

The following table outlines the goals, funding and outcomes of the Consolidated Plan.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Acquisition and New Construction of Housing	2020	2024	Affordable Housing		Housing, Acquisition, Construction & Rehab	CDBG: \$240,000 HOME: \$4,433,625	Rental units constructed: 10 Household Housing Units Homeowner Housing Added: 17 Household Housing Units Direct Financial Assistance to Homebuyers: 160 Households Assisted
2	Housing Rehabilitation	2020	2024	Affordable Housing		Housing, Acquisition, Construction & Rehab	CDBG: \$5,800,000 HOME: \$4,128,541	Rental units rehabilitated: 97 Household Housing Units Homeowner Housing Rehabilitated: 990 Household Housing Units

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Essential Services	2020	2024	Non-Homeless Special Needs Non-Housing Community Development		Essential Services	CDBG: \$1,753,277 HOPWA: \$1,068,705	Public service activities other than Low/Moderate Income Housing Benefit: 50,000 Persons Assisted
4	Emergency Shelter	2020	2024	Homeless		Homeless/Special Populations	ESG: \$900,935	Homeless Person Overnight Shelter: 15,600 Persons Assisted
5	Economic Development	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$5,850,000 (Includes Estimated RL)	Jobs created/retained: 225 Jobs Businesses assisted: 50 Businesses Assisted
6	Public Facilities and Infrastructure Improvements	2020	2024	Non-Housing Community Development		Public Facilities and Infrastructure Improvements	CDBG: \$3,300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 50,000 Persons Assisted
7	Rental Housing Subsidies	2020	2024	Affordable Housing		Homeless/Special Populations Housing Subsidies/Assistance	ESG: \$442,965 HOPWA: \$1,810,425	Tenant-based rental assistance / Rapid Rehousing: 400 Households Assisted Homelessness Prevention: 1,584 Persons Assisted
8	Clearance and Demolition	2020	2024	Non-Housing Community Development		Demolition of Substandard Buildings	CDBG: \$1,800,000	Buildings Demolished: 208 Buildings

Table 54 – Goals Summary

Goal Descriptions

1	Goal Name	Acquisition and New Construction of Housing
	Goal Description	Acquisition or new construction of affordable multi-family rental units with special consideration given to housing for seniors and the disabled. Down payment and closing cost assistance for first time homebuyers.
2	Goal Name	Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied housing. Rehabilitation of multi-family rental housing, with special consideration given to housing with units for seniors and those with physical disabilities.
3	Goal Name	Essential Services
	Goal Description	Crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.
4	Goal Name	Emergency Shelter
	Goal Description	Shelter operations and services for the homeless and special populations.
5	Goal Name	Economic Development
	Goal Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Technical assistance and training for microenterprise activities.
6	Goal Name	Public Facilities and Infrastructure Improvements
	Goal Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers and transportation infrastructure.

7	Goal Name	Rental Housing Subsidies
	Goal Description	Rental housing subsidies which will assist households to become or remain housed, including households with disabilities and special needs.
8	Goal Name	Clearance and Demolition
	Goal Description	Clearance or demolition of substandard structures and hazardous contaminants.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

Throughout the course of the Consolidated Plan 3,258 households will be assisted with affordable housing solutions. All funding streams will be utilized to achieve this goal.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

The Housing Authority of the City of Tulsa (THA) has no plans to increase the number of accessible units under the Section 504 Voluntary Compliance Agreement.

Activities to Increase Resident Involvements

THA provides Resource Centers at each public housing site. Family sites have access to a computer lab on-site with internet access which can be used for job searches and other related activities. The Resource Centers are staffed by Service Coordinators, who provide education and programming promoting resident involvement. The Service Coordinators also provide intake, assessment, planning, coordination and delivery of services that support economic self-sufficiency. The Service Coordinators identify barriers, such as transportation, childcare, education, and offer programs that will enhance the resident's quality of life and prepare them to enter the work force, thereby breaking the cycle of poverty.

THA has numerous partnerships with local agencies that promote resident involvement. Residents receive monthly calendars advertising programs and activities being offered on site. Adult programs include education, nutrition, health, safety, job readiness, financial literacy and family involvement. Youth programs focus on topics such as youth leadership, literacy, tutoring, life skills, bullying prevention and safety. THA encourages resident involvement in maintaining a healthy lifestyle through on site walking/exercise programs, nutrition classes encouraging healthy eating and cooking and access to mobile grocery services. THA has also increased resident involvement by expanding its partnership with the Tulsa City County Library and the Food Bank of Eastern Oklahoma. Residents of THA communities are actively involved in the planning and development of programs for their communities such as Health & Safety Fairs and Community Block Events. Each community is also encouraged to establish a Resident Association which meets monthly to discuss areas of concern and plan events and activities for their communities.

THA operates a ROSS Service Coordinator grant that provides case management services to residents with a focus on employment, education and self-sufficiency. The case managers work with the residents to set goals pertaining to developing and maintaining a budget, childcare and obtaining health care. The case manager also encourages residents to take advantage of Housing Partners of Tulsa's financial literacy and first time homebuyer program. THA also operates a Family Self-Sufficiency (FSS) Program. This grant funded program provides community support and resources to assist families with becoming self-sufficient. An incentive to get involved in the FSS program is the ability to establish an escrow account. Once the family is determined "Self-Sufficient" by meeting program goals, the money in the escrow account is paid to the participant.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

N/A

SP-55 Barriers to Affordable Housing – 91.215(h)

Barriers to Affordable Housing

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Public policies are meant to address the overall needs of citizens in the City. Yet, there are times where they may have a negative effect on certain aspects of the community, specifically affordable housing and residential investment. Affordable housing and public and private residential investments are key components in furthering fair housing in any community. The primary tool communities have for identifying contributing factors for these barriers to housing is an assessment of fair housing and fair housing choice. In 2020, the City updated the previous 2015 assessment. Analysis from the 2020 update has found:

- A limited supply of affordable housing and extensive cost burden, especially for extremely low- and very low- income renters, causing those renters to face significant affordability “gaps”; and
- Fair housing education is lacking and must be better understood by community residents and property owners.

The City plans corresponding actions designed to strengthen the supply of affordable housing and narrow the affordability “gaps.” Elements of those actions appear within this Consolidated Plan and beyond. Additionally, the City anticipates a review of public policies that may impede the development of affordable housing and to improve the understanding of their consequences.

The City’s actions identified in the 2020 assessment of fair housing include actions that will help to ameliorate barriers to affordable housing. These actions include addressing Disproportionate Housing Problems and Economic Barriers and also addressing Lack of Access to Transportation Options Reducing Housing and Economic Opportunities. Through these actions the City will work to give special consideration to rental housing development, particularly accessible housing, and will expand access to public transportation giving residents greater access to housing and economic opportunities.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The continued refinement of the CoC's coordinated assessment and referral process will greatly facilitate the exchange of information necessary to provide the most expeditious and effective delivery of services to a homeless person or family presenting for the first time. Regular meetings of the Governance Council are held to discuss issues and trends on which the homeless services provider community can focus and divert resources, as needed. A well-developed committee structure within the CoC membership ensures that problems are recognized and solved as they arise, that existing plans are followed and that full utilization of the services offered by its members is realized.

CoC governance structure is designed to include Federal, State, local and private entities serving the homeless in the planning and coordination of services. The CoC lead agency's role as a community planning council provides multiple opportunities for coordinating with stakeholder groups directly and indirectly related to preventing and ending homelessness. CoC shelter and housing programs leverage community-based and entitlement services in the community to provide wrap-around services for individuals. The CoC is integrally involved with local VA efforts to eliminate Veteran Homelessness. The CoC and private philanthropic partnerships have leveraged public dollars to add 1,000+ debt free units to preserve affordable housing stock and increase supportive housing. Finally, the CoC is active in the Governor's Interagency Council on Homelessness and provides leadership in that group's attainment of its goals.

Addressing the emergency and transitional housing needs of homeless persons

Providing readily accessible emergency shelter and basic needs services to meet the immediate needs of those experiencing homelessness is a critical component of the community's crisis response system. Nightly shelter capacity exceeds 800 units including specialized services for families, victims of domestic violence and youth. Salvation Army, John 3:16, Tulsa County Social Services and the Tulsa Day Center for the Homeless operate emergency shelters. Domestic Violence Intervention Services (DVIS) provides crisis shelter for victims of domestic violence and human trafficking. Youth Services of Tulsa operates a shelter for unaccompanied youth. 2-1-1 Helpline provides 24/7 access to shelter information and the shelter operators have policies in place to expedite referrals when capacity is exceeded at a facility. Community shelters act as the no-wrong-door entry points for funneling the homeless to those permanent housing programs that can most closely address the housing needs for those that present. TDCH, MHAOK Association Drop-in Center and YST provide daytime shelter services with connection to service supports.

Stabilization of needs with connection to permanent housing is the long term objective of shelter services. HMIS data indicates that, for the majority of those accessing emergency shelters, homelessness is short term. Over 50% have shelter stays of less than 2 weeks and 75% exit the shelter within a month.

Transitional housing provides longer-term housing options for individuals and families with more acute needs such as, substance abuse, or with multiple barriers to housing. Salvation Army has a family transitional shelter program. John 3:16 Mission and Salvation Army provide men's transitional programs. 12&12's transitional living program serves Veterans with substance abuse issues. Interim transitional housing has also been proven to be the more appropriate option for youth aged 18 to 24 and for individuals fleeing domestic violence. DVIS serves domestic violence victims and YST partners with MHAOK to provide transitional living housing for youth.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

As part of the CoC strategic plan implementation the lead agency, Housing Solutions, will provide training open to all community providers for housing stability, fair housing, increasing income among other topics to support service delivery using best-practices that empower the provider and the participant across Tulsa County. The City of Tulsa is supporting permanent housing transitions and affordable housing access by providing a full-time Housing Policy Director and Housing Coordinator guided by Tulsa's first Affordable Housing Strategy. As part of this strategy a Housing Trust Fund is being established that will support developers to create or maintain the affordable housing stock to help individuals and families sustain housing while gaining self-sufficiency.

All CoC-funded programs utilize the coordinated entry system when assisting each individual or family. The coordinated entry system, All Doors Open, uses a closed-loop referral system when individuals and families present at one of the multiple entry points. Once entered into the system they are assessed to identify all of their needs and are referred directly to a provider in the system unless that service does not exist. Once received, the provider's ability to accept the referral is recorded and if unable to assist the referred individual/family the coordination center will retrieve it and redirect, if possible. The members of the Continuum and local ESG-funded program subrecipients work together to identify which eligible persons could benefit the most from assistance with the highest priority given to relative levels of acuity and the lack of housing stability based on the common assessment.

As noted previously, the CoC aligns itself with the Housing First philosophy that diverts a community's focus from addressing the needs of people in emergency or transitional shelters to assisting people experiencing a housing crisis to quickly regain stability in permanent housing. Preventing homelessness, reducing emergency shelter stays and preventing recidivism are the intended outcomes of the housing first approach.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The CoC worked with consulting firm, Homebase Center for Common Concerns in 2019 to create a 5-year strategic plan. As part of that process a Discharge Planning subcommittee worked on creating strategies to support individuals being discharged from the criminal justice system, foster-care system and the healthcare system. Community stakeholders that had never engaged with the CoC before provided feedback for real world solutions such as connecting individuals to resources prior to discharge and establishing a peer mentorship program to support long-term success.

In addition, state statutes require that all publicly funded institutions, including mental health, corrections, health care and the foster care system, have discharge planning in place. The Oklahoma Department of Human Services received a planning grant to retool the systems supporting youth aging out of foster care. Community Service Council of Greater Tulsa hosts a local Prisoner Reentry Initiative addressing system barriers to reintegration and operates The Tulsa Reentry One-Stop that provides employment, housing placement and retention services.

SP-65 Lead Based Paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Using Environmental Protection Agency (EPA) guidelines along with ACS data, it is estimated that there are approximately 38,322 (23%) occupied homes in Tulsa which are likely to contain LBP hazards. A high percentage of pre-1978 homes are located in LMI census tracts, where large volumes of homes are in need of rehabilitation.

Although, the City does not currently fund programs that directly address LBP hazards, over the course of this Consolidated Plan, the City will continue to conduct housing rehabilitation projects that require subrecipients to follow lead safe working practices. In addition to homeowner rehabilitation programs, this Consolidated Plan may also address rental rehabilitation in an attempt to increase the quality of rental units available. Any program funded will be required to incorporate lead safe working practices.

In addition to the activities listed above, the City will also attempt to increase access to decent affordable housing without LBP hazards through funding projects for down payment and closing cost assistance for first time homebuyers and acquisition or new construction of affordable multi-family rental units, with special consideration given to housing for seniors and the disabled.

How are the actions listed above related to the extent of lead poisoning and hazards?

Many of the applicants on the homeowner rehabilitation programs waiting lists are living in areas typically consisting of older housing stocks and therefore have a higher risk of containing LBP.

How are the actions listed above integrated into housing policies and procedures?

All housing rehabilitation projects are required to comply with the HUD Lead Safe Housing Rule. This includes, but is not limited to:

- Notifying all home owners of lead hazard information.
- Testing for LBP in all homes built prior to 1978 conducted by a certified LBP Inspector or Risk Assessor.
- Implementing lead safe working practices conducted by certified firms using certified renovators and other trained workers on all homes where LBP is to be disturbed.
- Performing a clearance test of the worksite upon completion of work undertaken where LBP was disturbed.

Down payment and closing cost assistance programs are also required to conduct LBP assessments prior to approval of funding.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Poverty is a regional, national and sometimes generational issue and many factors contributing to poverty lie outside of local control. According to Tulsa statistics, over 20% of Tulsa residents live in poverty. To reduce these numbers and attempt to turn the cycle of poverty around, Tulsa places an emphasis on programs designed with this end in mind. The City's overarching goals for anti-poverty are as follows:

- Children & Youth Education
- Job training
- Safe and Healthy Living Environments

Tulsa's children and youth who are living in poverty are a priority. To address their needs, a multitude of programs are facilitated within the City. Programs funded by HUD and other community organizations, private foundations and faith-based organizations target low- and moderate- income children and youth to offer after-school programs, mentoring, child care, educational workshops, and community clubs just to name a few.

In addition to allocating HUD funding to programs that train formerly incarcerated individuals and parents of Headstart children to give them the knowledge, experience and training to become permanently employed, funds collected by Tulsa Area United Way and other privately funded foundations are used to provide other funding to agencies to address poverty issues in the City.

Through Tulsa Housing Authority's (THA) Community Relations Department, THA provides Community Resource Centers at its family public housing sites and offers literacy, education, and employment-based programs. The Resource Centers are staffed by full-time Service Coordinators who help move residents to greater self-sufficiency. Services include engagement, assessment, planning, coordination and delivery of services that support economic opportunities and self-sufficient capabilities. Staff from this organization also promotes financial counseling and classes on budgeting and money management.

It is the intent for the City to continue to leverage grant funding by partnering with community and faith-based organizations, private foundations, educational institutions, and the business community to have a more meaningful and efficient impact especially as it relates to addressing issues related to the City's 2019 Equality Indicators Report. (https://www.tulsaei.org/wp-content/uploads/2019/07/Tulsa-Equality-Indicators-Report_2019.pdf)

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City's anti-poverty efforts complement its plans to preserve and improve existing affordable housing by providing additional stability and resources to low and moderate income households. Many self-sufficiency program participants feed into affordable housing programs, such as down-payment assistance and other homeownership programs.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Every project utilizing HUD funding undergoes a risk rating evaluation covering different evaluation criteria, each with a different weight. The 4 major categories that are evaluated assess past compliance issues, project specific factors, capacity, and complexity of the program or project. An on-site monitoring schedule is proposed for the grant year based on the assessment process and other factors. Monitored projects include those with the highest scores. Projects not considered at risk may also be monitored if they have not been monitored recently. New projects or agencies new to HUD grants are usually given an on-site “wellness” visit in order to ensure compliance and minimize or eliminate any potential risks. Any deficiencies identified during the wellness visit are corrected through discussion, negotiation, or technical assistance. Construction inspections are made on-site during the “build” phase of each project, and Housing Property Standards inspections are made at all HOME rental housing locations. Information regarding the financial and project performance of each HUD awardee is performed via a desk monitoring each month along with a review of any required single audits. Random client file spot checks of source documentation will be conducted on those projects where agencies pay expenses on behalf of clients using HUD funding.

To ensure long-term compliance with HUD regulations, the City not only recertifies its CHDOs annually but also assesses a developer’s capacity to complete a HOME project and the project’s long-term viability before awarding or committing HOME funds. Much like applying for a CHDO certification from the City, this Developer’s Capacity Certification involves vetting a developer in a number of areas.

In accordance with the Regulatory Agreements and/or the rules of the HOME Investment Partnership Program the City monitors each HOME-assisted rental development annually through an extensive reporting process throughout the HOME affordability period. Onsite monitoring is performed at least every 3 years, but may be more often if any concerns are determined through the annual reporting process.

The City’s staff monitors HUD grant recipients for compliance with hiring, labor standards (Davis Bacon; Section 3; Section 504), EEO, and other Affirmative Action practices.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Currently, the City of Tulsa receives CDBG, HOME, HOPWA, and ESG funding. These funding sources are expected to be available over the next 5 years. In FY 2020, the City has been allocated \$3,543,633 in CDBG funds, \$1,794,733 in HOME funds, \$593,635 in HOPWA funds, and \$300,313 in ESG funds. It is anticipated that funding levels will be similar over the 5 years of this Consolidated Plan. These anticipated amounts are noted in the chart below. As all funding sources are subject to annual Congressional appropriations, as well as potential changes in funding distribution formulas, these figures are subject to change.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public – federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Essential Services	3,542,633	1,089,500	483,243	5,115,376	17,170,532	PI includes estimated RL (\$1.0m) for ED activity and PI (\$89,500) realized but not allocated. Prior year includes 483,243 in uncommitted carryover funds. Remainder includes estimated future Annual Allocations plus approximate RL (3.0m) in ED activity.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	1,794,733	36,109	449,757	2,280,599	7,178,932	PI is realized and must be allocated. Prior year includes \$449,757 in carryover funds and uncommitted PY19 funds. Remainder is estimated future Annual Allocations
HOPWA	public - federal	Permanent housing placement STRMU Supportive services TBRA	593,635	0	0	593,635	2,374,540	Remainder is estimated future Annual Allocations

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services	300,313	0	0	300,313	1,201,252	Remainder is estimated future Annual Allocations

Table 55 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The federal, state, and local resources available to address the needs identified in the plan include federal formula grant funds under CDBG, ESG, HOME, and HOPWA. The local Continuum of Care (CoC) also awards grant funds under the competitive McKinney-Vento Homeless Assistance Act. These funds will be leveraged with the City's general funds, various state and county resources, local nonprofit resources, and private foundation grants.

Essential Services projects will concentrate efforts to address the needs of families, children and youth in high risk populations consistent with the identified priority needs. Use of CDBG and ESG funds will leverage other nonprofit resources and private foundation funds to assist low-income households.

Physical improvements will use a combination of public funds, CDBG funds, City general funds, and nonprofit and private foundation funds to enhance selected projects.

HOME Match: The sources of matching contributions for HOME funds will be from developers and subrecipients' nonfederal contributions, the City and its CHDOs. The City requires developers, subrecipients and CHDOs to match up to 25% of award. First re-use CHDO proceeds, as regulated by HOME, are used as leverage to fund HOME activities. Banked match is available if organizations are not able to generate the required match. The City had \$9.1 million in available banked match as of July 1, 2019.

Emergency Solutions Grant Match: The jurisdiction will fulfill the ESG requirement of a matching contribution equal to the grant program funds. Each organization is required to provide matching funds equal to the amount of funds awarded. This stipulation is included in the written agreement. The City of Tulsa will provide in-kind administrative funds, as necessary, to match administrative funds received. Documentation of match is required when subrecipients submit the monthly request for funds.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The Expected Amount Available for the Remainder of Consolidated Plan is an estimate of the funds expected to be received over the remaining 4 years of the Consolidated Plan. Estimates were calculated using the confirmed funding to be received during the first year of the Consolidated Plan plus expected program income.

The CDBG program income total includes an estimated \$1,000,000 per year in revolving loans funds received through economic development activities plus an additional \$89,499 in general program income. It is estimated that a similar amount of Revolving Loan funds will be received over the remaining 4 years and this is included in the Expected Amount Available for the Remainder of Consolidated Plan total.

HOME CHDO Reserve funds in the amount of \$275,000 were allocated in Year 1. Not all of the available HOME funds were allocated in year 1. The balance not awarded in Year 1 will be included in the available funds for Year 2 of the Annual Action Plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Acquisition and New Construction of Housing	2020	2024	Affordable Housing		Housing, Acquisition, Construction & Rehab	CDBG: \$48,000 HOME: \$1,053,625	Direct Financial Assistance to Homebuyers: 32 Households Assisted Homeowner housing Added: 7 Household housing Units
2	Housing Rehabilitation	2020	2024	Affordable Housing		Housing, Acquisition, Construction & Rehab	CDBG: \$1,333,575 HOME: \$675,133	Rental units rehabilitated: 12 Household Housing Units Homeowner Housing Rehabilitated: 242 Household Housing Units
3	Essential Services	2020	2024	Non-Homeless Special Needs Non-Housing Community Development		Essential Services	CDBG: \$343,778 HOPWA: \$248,718	Public service activities other than Low/Moderate Income Housing Benefit: 8,000 Persons Assisted
4	Emergency Shelter	2020	2024	Homeless		Homeless/Special Populations	ESG: \$180,187	Homeless Person Overnight Shelter: 3,120 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Economic Development	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$1,540,000	Jobs created/retained: 45 Jobs Businesses assisted: 10 Businesses Assisted
6	Public Facilities and Infrastructure Improvements	2020	2024	Non-Housing Community Development		Public Facilities and Infrastructure Improvements	CDBG: \$743,496	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12,378 Persons Assisted
7	Rental Housing Subsidies	2020	2024	Affordable Housing		Homeless/Special Populations Housing Subsidies/Assistance	ESG: \$88,593 HOPWA: \$327,108	Tenant-based rental assistance / Rapid Rehousing: 40 Households Assisted Homelessness Prevention: 344 Persons Assisted
8	Clearance and Demolition	2020	2024	Non-Housing Community Development		Demolition of Substandard Buildings	CDBG: \$400,000	Buildings Demolished: 48 Buildings

Table 56 – Goals Summary

Goal Descriptions

1	Goal Name	Acquisition and New Construction of Housing
	Goal Description	Acquisition or new construction of affordable multi-family rental units with special consideration given to housing for seniors and the disabled. Down payment and closing cost assistance for first time homebuyers.
2	Goal Name	Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied housing. Rehabilitation of multi-family rental housing, with special consideration given to housing with units for seniors and those with physical disabilities.
3	Goal Name	Essential Services
	Goal Description	Crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.
4	Goal Name	Emergency Shelter
	Goal Description	Shelter operations and services for the homeless and special populations.
5	Goal Name	Economic Development
	Goal Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Technical assistance and training for microenterprise activities.
6	Goal Name	Public Facilities and Infrastructure Improvements
	Goal Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers and transportation infrastructure.
7	Goal Name	Rental Housing Subsidies
	Goal Description	Rental housing subsidies will assist households become or remain housed, including households with disabilities and special needs.

8	Goal Name	Clearance and Demolition
	Goal Description	Clearance or demolition of substandard structures and hazardous contaminants.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Tulsa will provide activities that support one or more of the following projects during Program Year 2020.

Projects

#	Project Name
1	Administration
2	Acquisition and New Construction of Housing
3	Housing Rehabilitation
4	Essential Services
5	ESG20 City of Tulsa
6	Economic Development
7	Public Facilities and Infrastructure Improvements
8	2020-2023 Tulsa Cares OKH18F002 (TC)
9	Clearance and Demolition

Table 57 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priority needs for the City of Tulsa’s 2020-2024 Consolidated Plan were determined through analysis of information gathered from a variety of sources. The final priorities were included in the Request for Proposals issued October 7, 2019. Agencies were asked to identify which priority their program most closely related. During the evaluation phase, all applications were screened to ensure the proposed project or activity met one of the priority needs.

Most agencies do not have necessary funds to provide all services needed by the clients and have stated in their applications that without HUD funds the project or program may not be able to fully serve the client need.

AP-38 Project Summary

Project Summary Information1	Project Name	Administration
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Goals Supported	Acquisition and New Construction of Housing Clearance and Demolition Economic Development Emergency Shelter Housing Rehabilitation Public Facilities and Infrastructure Improvements Essential Services Housing Subsidies
	Needs Addressed	Demolition of Substandard Buildings Economic Development Homeless / Special Populations Housing Subsidies / Assistance Housing Acquisition, Construction & Rehabilitation Public Facilities and Infrastructure Improvements Essential Services
	Funding	CDBG: \$706,526 HOPWA: \$17,809 HOME: \$179,473
	Description	Administration and planning of the HUD grant programs
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable.
	Planned Activities	The City of Tulsa will conduct planning and administration activities including, but not limited to, programmatic and fiscal oversight of all funded activities. The City uses up to 20% administration for CDBG, 10% for HOME, and 3% for HOPWA.

2	Project Name	Acquisition and New Construction of Housing
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Goals Supported	Acquisition and New Construction of Housing
	Needs Addressed	Housing Acquisition, Construction & Rehabilitation
	Funding	CDBG: \$48,000 HOME: \$1,053,625
	Description	Acquisition or new construction of affordable single-family and multi-family rental units with special consideration given to housing for seniors and those with physical disabilities. Down payment and closing cost assistance for first-time homebuyers.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Under this Project, 32 households will benefit from down payment assistance. Under this Project, 7 households will benefit from new construction of single-family homes.
	Location Description	Down Payment Assistance – City Wide New construction of Housing – 206 – 220 S 89 th E Ave, Tulsa, OK
	Planned Activities	Housing Partners of Tulsa will utilize \$160,000 in HOME and \$48,000 in CDBG funds to operate a down payment assistance program benefiting 32 first time homebuyers. With \$893,625 in HOME funds 7 single-family homes will be constructed; 5 by Tulsa Habitat for Humanity, 2 by Boomtown Development Company and will sold to LMI families.
3	Project Name	Housing Rehabilitation
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Acquisition, Construction & Rehabilitation

	Funding	CDBG: \$1,333,575 HOME: \$675,133
	Description	Rehabilitation of owner-occupied housing. Rehabilitation of multi-family rental housing, with special consideration given to housing with units for seniors and those with physical disabilities.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 254 will benefit from the proposed activities. Additionally, 242 owner occupied homes and 15 rental units will be rehabilitated during the year.
	Location Description	Homeowner Rehabilitation - City-Wide Baltimore Apartments – 1741-1743 S Baltimore Ave, Tulsa, OK
	Planned Activities	The City of Tulsa Working in Neighborhoods Department will utilize \$420,000 in HOME and \$1,283,575 in CDBG funds for owner occupied housing rehabilitation. Area Councils for Community Action will use \$50,000 in CDBG funds for energy efficiency improvements and minor exterior rehabilitations. Additionally, Mental Health Association Oklahoma will use \$255,133 in HOME funds to rehabilitate a multi-family rental complex.
4	Project Name	Essential Services
	Target Area	City Wide
	Goals Supported	Essential Services
	Needs Addressed	Essential Services
	Funding	CDBG: \$343,778
	Description	Crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.

	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	An estimated total of 8,000 persons will be served through essential service activities.
	Location Description	City wide
	Planned Activities	<p>Under this Project, 17 agencies will use CDBG funds to conduct activities that will support essential services.</p> <p>Community Action Project of Tulsa County will use \$22,500 for their Skelly Early Childhood Education Center, Morton Services will use \$22,500 for their Transportation Program, Youth Services of Tulsa will use \$22,500 for their Transitional Living Program, Resonance will use \$21,500 for their Prison to Community Reentry Services, Domestic Violence Intervention Services will use \$21,500 for their Court Advocacy for Victims of Domestic and Sexual Violence Program, Tulsan Operating in Unity Creating Hope will use \$21,500 for their The Zone Afterschool Program, Child Abuse Network will use \$21,500 for their Multidisciplinary Child Abuse Team, Camp Fire Green Country, Inc. will use \$19,500 for their Camp Fire Community Building Clubs, Madison Strategies Group will use \$19,500 for their Work Advance, Girl Scouts of Eastern OK will use \$19,500 for their Sister to Sister Program, Operation Aware will use \$19,000 for their Prevention Education Program, Tulsa Day Center for the Homeless will use \$19,000 for their ARNP-NPC Free Nurses' Clinic, CEO will use \$19,000 for their Re-entry Project, Salvation Army will use \$18,695 for their Emergency Shelter & Feeding Program, Tulsa Speech and Hearing Association will use \$18,695 for their Life Skills, Youth At Heart will use \$18,695 for their Equip For Success Enrichment Program, and YWCA will use \$18,693 for their Employment Services</p>
5	Project Name	ESG19 City of Tulsa
	Target Area	<p>City Wide</p> <p>Peoria Avenue Bus Rapid Transit</p>

	Goals Supported	Emergency Shelter Housing Subsidies
	Needs Addressed	Homeless / Special Populations Housing Subsidies / Assistance
	Funding	ESG: \$ 300,313
	Description	Emergency Solutions Grant activities will be conducted by multiple agencies.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 3,120 persons will be provided with emergency shelter services. Additionally, 284 households will be provided with Homelessness Prevention services.
	Location Description	N/A
6	Planned Activities	Domestic Violence Intervention Services will use \$47,704, Youth services of Tulsa will use \$59,843, Tulsa Day Center for the Homeless will use \$44,385, and Legal Aid Services of Oklahoma will use \$28,255, to conduct shelter services. Restore Hope Ministries will receive \$35,000, the Family Safety Center will receive \$25,000 and Salvation Army will receive \$28,593 to provide Homelessness Prevention services. The City of Tulsa will conduct planning and administration activities including, but not limited to, programmatic and fiscal oversight of all funded activities. The City receives 7.5% (\$22,523) in administration for ESG. Community Service Council of Greater Tulsa will receive \$9,010 (3% of ESG award) to provide data collection services required by HUDs Homeless Management Information System (HMIS)
	Project Name	Economic Development
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide

	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$1,540,000
	Description	Assistance in the form of loans, grants or technical assistance to private for-profit entities for creation or retention of jobs or for provision of goods and services. Technical assistance and training for micro-enterprise activities.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Under this Project, 45 jobs will be created through economic development activities. Additionally, 10 businesses will receive technical assistance through a micro-enterprise program.
	Location Description	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Planned Activities	Tulsa Economic Development Corporation (TEDC) will provide low interest loans to assist businesses in order to create and/or retain jobs. TEDC will receive \$500,000 of entitlement funds. It is estimated that TEDC will receive and utilize another \$1,000,000 in revolving loan program income. In addition, \$40,000 of entitlement funds was awarded to Route 66 Main Street to provide technical assistance to businesses.
7	Project Name	Public Facilities and Infrastructure Improvements
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Goals Supported	Public Facilities and Infrastructure Improvements
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$743,496
	Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers and transportation infrastructure.

	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	An estimated total of 12,378 people (67% low- and moderate-income), will benefit from the proposed activities.
	Location Description	McClure Early Childhood Education Center is located at 6150 S. Yorktown Ave, Tulsa, OK Eugene Fields neighborhood, West Tulsa, OK Sidewalks: S. Pittsburg Ave between E 2 nd St and E 4 th Pl and E 31 st St between S 130 th E Ave and S 139 th E Ave
	Planned Activities	Tulsa Children's Coalition will use \$100,000 in CDBG funds to provide energy efficiency upgrades at the McClure Early Childhood Education Center. Tulsa Housing Authority will use \$353,000 in CDBG funds toward infrastructure improvements, associated with the 2017 Choice Neighborhood Initiative award. Improvements will be included but are not limited to, installation of new sidewalks and clearance and demolition activities. City of Tulsa Streets and Stormwater Department will utilize \$290,496 in CDBG funds to install sidewalks in low- and moderate-income areas.
8	Project Name	2020-2023 Tulsa Cares OKH16F002 (TC)
	Target Area	City Wide
	Goals Supported	Essential Services Housing Subsidies
	Needs Addressed	Homeless / Special Populations Housing Subsidies / Assistance Public Services
	Funding	HOPWA: \$575,826
	Description	Provide housing and supportive services to low-income persons with HIV/AIDS.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	An estimated total of 103 individuals will be served with HOPWA assistance.
	Location Description	City wide
	Planned Activities	Tulsa CARES will utilize HOPWA funds totaling \$575,826 to provide TBRA, STRMU, permanent housing placements and support services to persons with HIV/AIDS.
9	Project Name	Clearance and Demolition
	Target Area	Peoria Avenue Bus Rapid Transit 11 th Street Bus Rapid Transit City wide
	Goals Supported	Clearance and Demolition
	Needs Addressed	Demolition of Substandard Buildings
	Funding	CDBG: \$400,000
	Description	Clearance or demolition of substandard structures and hazardous contaminants.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Although no families will directly benefit from clearance and demolition activities, multiple neighborhoods will benefit from the demolition of 48 substandard buildings reducing unnecessary slum and blight conditions.
	Location Description	Low- and moderate-income census tracts within the City of Tulsa
	Planned Activities	The City of Tulsa Working in Neighborhoods Department will use \$400,000 to conduct Clearance and Demolition activities in low- and moderate-income census tracts in the City.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

In the development of the Consolidated Plan, 2 specific target areas were defined and approved beyond the city-wide target area. These areas all suffer with high levels of poverty and unemployment, and with the exception of a small proportion of the Peoria BRT route, all are occupied by LMI census tracts.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	89%
Peoria BRT	10%
11 th Street BRT	1%

Table 58 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Concentrating resources in specific geographies is necessary to adequately address the scale of needs and achieve short and long-term improvements to identified substandard conditions such as deteriorated housing and infrastructure, access to lead-based paint free housing, reconstruction, and overall revitalization. The City elects to focus activity in the areas of the City with a high concentration of poverty, unemployment and basic needs as well as areas where other City funds and private investments are anticipated as a basis for allocating investments geographically with the jurisdiction. The result of geographical allocation of HUD funding is efficient and effective use of the funds to elevate and create more opportunities for areas where needs are greatest.

Discussion

The percentages listed above only represent funded projects that will be located exclusively within the target areas. The geographic distribution of funds for funded projects involving activities such as homeowner rehabilitation and Essential Services, where the location of services will vary during the year, will be included in the Consolidated Annual Performance and Evaluation Report (CAPER) due in September 2021.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will utilize CDBG, HOME, ESG and HOPWA funds to support the following affordable housing goals.

Non-homeless households:

- CDBG will support the rehabilitation of 230 housing units.
- HOME will support 63 housing units.
- ESG will support 284 households with homelessness prevention assistance.

Special-needs households:

- HOPWA will support 103 households with TBRA and STRUMU.

Tulsa CARES will utilize HOPWA funds to support 103 households with Tenant Based Rental Assistance (TBRA) and Short Term Mortgage Rent Utility Assistance (STRUMU). Rental assistance will be provided in the form of Homelessness Prevention with ESG funds managed by Family Safety Center, Salvation Army, and Restore Hope Ministries respectively. A total of 284 households will be served.

The rehabilitation of owner occupied units will be funded with both CDBG and HOME. CDBG funds will provide homeowners up to \$5,000 to carryout energy conservation and other repairs to ensure safe and sanitary living conditions. HOME funds will provide loans up to \$35,000 for major repairs of owner occupied housing. CDBG funds will support 230 housing units and HOME 12 housing units.

HOME funds will be used construct 7 new single-family homes that will be sold to low to moderate income households. In addition, HOME assistance will be provided to 32 low to moderate income households to purchase their first home.

HOME funds will also be used towards the rehabilitation of one apartment complex resulting in 12 additional HOME units.

One Year Goals for the Number of Households to be Supported	
Homeless	38
Non-Homeless	618
Special-Needs	24
Total	680

Table 59 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	387
The Production of New Units	0
Rehab of Existing Units	254
Acquisition of Existing Units	39
Total	680

Table 60 - One Year Goals for Affordable Housing by Support Type
Discussion

The number for Special-Needs is not duplicated in the other categories.

AP-60 Public Housing – 91.220(h)

Introduction

The City will continue to support public housing projects during the Consolidated Plan. The City will help support Tulsa Housing Authority with CDBG funds toward infrastructure improvements, associated with the 2017 Choice Neighborhood Initiative award.

Actions planned during the next year to address the needs to public housing

Tulsa Housing Authority was awarded \$353,000 this program year to support the Choice Neighborhood Initiative. Funds will be used for infrastructure improvements throughout the project property, which may include but are not limited to, sidewalks and clearance and demolition activities.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Tulsa Housing Authority (THA) provides Resource Centers at each of the 9 public housing family communities. A computer lab is furnished on-site with updated systems and high-speed internet access which can be used for job searches and other related activities. The resource centers are staffed by Service Coordinators that provide intake, assessment, planning, coordination and delivery of services that support economic development and self-sufficiency. The service coordinators identify barriers, such as transportation, childcare, and education, and offer programs that will enhance the resident's quality of life and prepare them to enter the workforce, thereby breaking the cycle of poverty. The service coordinators also provide information to the residents to assist them with pursuing homeownership.

THA utilizes a ROSS Service Coordinator grant that provides case management services to residents with a focus on employment, education and self-sufficiency. The case managers work with the residents to set goals pertaining to developing and maintaining a budget, childcare and obtaining health care. The case manager also encourages residents to take advantage of Housing Partners of Tulsa's financial literacy and first time homebuyer program.

Public housing residents are also encouraged to enroll in the Family Self-Sufficiency (FSS) Program. This program provides community support and resources to assist families with becoming self-sufficient. The Family Self-Sufficiency Coordinator meets with the interested resident and if selected for the program, the participant establishes a set of goals, such as employment or homeownership. Monthly meetings are held to assess progress and assist the participant with any barriers in reaching their stated goals. An incentive of the FSS is an escrow account; as the family's income increases, contributions are made to the escrow account on the family's behalf. Once the family is determined "Self-Sufficient" by meeting their goals and moving out of public housing, the money in the escrow account is paid to the participant. No conditions are imposed on the use of the money, but the family is encouraged to pursue homeownership and information on Homebuyer Education Programs is provided to the family.

In addition to providing programming and activities to the residents, the service coordinators work closely with property managers and residents regarding community service hours as mandated by HUD. The service coordinators, together with the residents, develop a work plan to meet the required hours. Residents must track their time and the log is signed by the resident and the Service Coordinator or a representative who facilitated the activity.

Residents of THA communities are actively involved in the planning and development of programs for their communities. Each community is encouraged to establish a Resident Association which meets monthly to discuss areas of concern and plan events and activities for their communities. Each association has a set of by-laws that outlines how the association will operate. Training involving job duties, parliamentary procedures, communication and financial bookkeeping is provided to all Resident Association officers.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Housing Authority of the City of Tulsa is not designated as troubled.

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Rental Assistance will be provided in the form of Homelessness Prevention with ESG funds managed by the Family Safety Center, Salvation Army and Restore Hope Ministries respectively. A total of 284 households will be served.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Although the City is not directly providing funds towards reaching out to homeless persons within the City of Tulsa, there are street outreach programs organized by faith-based and non-profit organizations that reach out to unsheltered individuals. Some of these groups target specific populations such as unaccompanied youth and street gang members. Youth Services of Tulsa's street outreach program includes services such as referrals and information, assistance obtaining identification, and options for employment and shelter. Youth Services Drop-In Center offers youth, ages 16 – 24, a place to get a meal, shower, wash clothes, etc. Multiple shelters available to individuals, families and youth which offer case management services to address the needs of homeless persons.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Tulsa is providing ESG and CDBG funds to 4 emergency shelters and to assist with shelter services and operations. The agencies receiving funds include Domestic Violence Intervention Services, Tulsa Day Center, Salvation Army, and Youth Services of Tulsa. Each shelter provides varying services or targets a specific population to avoid duplication of efforts in the community. Specialized assistance is provided to youth, victims of domestic violence and families with children. In addition to providing a safe place to stay the shelters provide services in the form of case management, child care, community voicemail, counseling, safety planning for victims of domestic violence, medical services, life skills classes, parenting and relationship skills classes, therapeutic exercise classes and services to meet basic personal needs.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Restore Hope Ministries, Family Safety Center, and Salvation Army will use funds for Homelessness Prevention by providing rent subsidies and other assistance so individuals and families have affordable access to safe and sanitary shelter.

In addition to the shelter, Youth Services of Tulsa (YST) assists unaccompanied, homeless youth ages 17-24, through a coordinated referral and application process to quickly move out of homelessness and into transitional housing. While in housing, case management services are provided to increase personal, social, educational and occupational skills needed to transition into adulthood. Youth are also connected with mental health services and other YST and community services to ensure their needs are met and housing is sustained over time.

Mental Health Association Oklahoma will use HOME funds to rehabilitate Baltimore Apartments. At least thirty percent of the units at this location are set aside for persons in recovery or prevention of homelessness due to mental illness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Tulsa awarded funds to 2 programs that assist individuals being discharged from correctional facilities. The Center for Employment Opportunities will provide men and women that were formerly incarcerated and reside in North Tulsa with life skills education, transitional jobs, permanent job placement assistance, and retention services. Resonance Center for Women will provide incarcerated and formerly incarcerated females with relapse prevention education, job readiness training, domestic violence services, and education among other life skills training. Both projects work toward preventing individuals from becoming homeless after discharge.

There are a variety of efforts undertaken by the City of Tulsa and CoC member organizations to prevent homelessness. There are 5 primary preventative services offered by various provider organizations:

- Mortgage assistance
- Rental assistance
- Utilities assistance
- Counseling/advocacy
- Legal assistance

Each service is designed to keep families housed by offering services and support during times of financial or legal difficulty. HOPWA funds will be provided for homelessness prevention to individuals diagnosed with HIV/AIDS and their families in the form of short-term rent, mortgage and utility assistance, tenant-based rental assistance, permanent housing placement and supportive services.

The Tulsa CoC's 2020-2024 Strategic Plan includes the goal of stopping homelessness before it begins. Through multi-sector collaboration community partners support this goal with action steps to improve discharge policies and supports to reduce the number of individuals that exit institutions and systems of care and end up in homelessness; create processes to improve service connections before and after discharge from corrections, health care (including mental health) and foster care systems; and extend resource availability for a longer period of time after discharge, including housing, employment support and community connections. In 2019, the Tulsa CoC membership added the Oklahoma Department of Human Services, National Resource Center for Youth Services and Youth Villages in an effort to address the needs of youth aging out of foster care in local planning.

The Tulsa Housing Authority (THA) has a policy in place which prioritizes subsidized housing for individuals who have a disability. In addition, THA solicited housing owners to apply for project-based vouchers targeted to properties that focus on support for individuals and families exiting homelessness. THA maintains a well-established Family Self-Sufficiency program to assist residents address housing, social service, and employment needs.

Discussion

The City of Tulsa and homeless services providers, including Tulsa's CoC, are committed to providing solutions and serving the needs of individuals experiencing homelessness.

AP-70 HOPWA Goals - 91.220 (I)(3)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	65
Tenant-based rental assistance	38
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	103

AP-75 Barriers to Affordable Housing – 91.220(j)

Introduction:

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Public policies are meant to address the overall needs of citizens in the City. Yet, there are times where they may have a negative effect on certain aspects of the community, specifically affordable housing and residential investment. Affordable housing and public and private residential investments are key components in furthering fair housing in any community. The primary tool communities have for identifying contributing factors for these barriers to housing is an assessment of fair housing and fair housing choice. In 2020, the City updated the previous 2015 assessment. Analysis from the 2020 update has found:

- A limited supply of affordable housing and extensive cost burden, especially for extremely low- and very low- income renters, causing those renters to face significant affordability “gaps”; and
- Fair housing education is lacking and must be better understood by community residents and property owners.

The City plans corresponding actions designed to strengthen the supply of affordable housing and narrow the affordability “gaps.” Elements of those actions appear within this Consolidated Plan and beyond. Additionally, the City anticipates a review of public policies that may impede the development of affordable housing and to improve the understanding of their consequences.

The City’s actions identified in the 2020 assessment of fair housing include actions that will help to ameliorate barriers to affordable housing. These actions include addressing Disproportionate Housing Problems and Economic Barriers and also addressing Lack of Access to Transportation Options Reducing Housing and Economic Opportunities. Through these actions the City will work to give special consideration to rental housing development, particularly accessible housing, and will expand access to public transportation giving residents greater access to housing and economic opportunities.

Discussion: N/A

AP-85 Other Actions – 91.220(k)

Introduction:

The City will use CDBG, ESG, HOME and HOPWA funds to provide a variety of services within the City of Tulsa. The sections below address specific projects funded. A complete list of activities, by funding source, is included in Appendix A

Actions planned to address obstacles to meeting underserved needs

For PY 2020, the City of Tulsa will provide funds to 31 external agencies and 2 City departments to conduct activities across this Annual Action Plan. By awarding a variety of agencies and multiple activities, the City is attempting to address obstacles to meeting the underserved needs of the community.

The City of Tulsa plans to serve 11,223 people with CDBG Essential Services, ESG and HOPWA funds. Broken down by funding source, CDBG Essential Services will account for approximately 8,000 people, Emergency Solutions will account for 3,120 people, and HOPWA will serve 103 people.

Public facility improvements will benefit 12,378 people and will meet the low to moderate income clientele national objective. One project will involve the rehabilitation and expansion of an Early Childhood Education Center. The other project will see the City of Tulsa's Streets and Stormwater Department installing new sidewalks in low and moderate income areas.

Through an economic development activity for small business loans, 45 jobs will be created of which at least 51% will be for low to moderate income persons. The CDBG funds are used to provide loans to businesses normally excluded from the economic mainstream. Additionally, through a micro enterprise program, 10 businesses will be provided with technical assistance.

The City of Tulsa's Working in Neighborhoods Department will use CDBG funds to conduct a clearance and demolition activity in low to moderate income census tracts within the City.

Actions planned to foster and maintain affordable housing

The City of Tulsa has awarded funding that will foster and maintain affordable housing. Two agencies will conduct owner occupied housing rehabilitation projects for 230 homeowners and one agency will rehabilitate 12 rental units

HOME funds will be used construct 7 new single-family homes that will be sold to low to moderate income households. In addition, HOME assistance will be provided to 32 low to moderate income households to purchase their first home.

Actions planned to reduce lead-based paint hazards

The City of Tulsa ensures that inspections for lead-based paint (LBP) hazards will occur, as required, for all funded housing activities. Proper notifications will be provided regarding lead-based paint hazards. All housing units constructed prior to 1978 will be tested for LBP by a certified LBP inspector or Risk Assessor. If LBP is detected, all covered renovations will follow HUDs Lead Safe Housing Rules and be performed by certified firms using certified renovators and other trained workers.

Actions planned to reduce the number of poverty-level families

The City identified priorities that will encompass services that assist in breaking the cycle of poverty. Of the proposals received, 17 were chosen for funding and will serve the following needs in an attempt to reduce the number of poverty level-families:

- Education programs for children and youth, including early childhood education, after school programs, and transitional living programs for homeless youth
- Mentoring, life skills, education and job training for unemployed, underemployed, and those recently released from prison
- Assistance to victims of abuse
- Services to homeless individuals and families

Actions planned to develop institutional structure

During Program Year 2020, the City of Tulsa plans to continue providing roundtable discussions for both CDBG and HOME grant recipients. The roundtables have proven invaluable by keeping an open dialogue with agencies regarding project activities, best practices, and compliance requirements. Training and technical assistance will also be provided to ensure the jurisdiction has a strong delivery system.

Actions planned to enhance coordination between public and private housing and social service agencies

Tulsa benefits from a strong and cohesive coalition of local government officials, service providers, lenders, and volunteers. These various groups coordinate effectively to avoid duplication of services and facilitate a delivery system which meets the needs of Tulsa's various populations. The City continues a targeted public outreach effort to educate and engage the public. HOME and CDBG roundtables bring together the housing and social service agencies for discussions that may include funding opportunities, resource leveraging and coordination, and education and training opportunities.

Discussion:

N/A

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The first year of the Five Year Consolidated Plan will see 31 external agencies and 2 City departments conducting 39 activities totaling \$5,989,223 in grant funding.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$1,089,500
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	\$1,089,500

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	75.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Tulsa does not use any form of assistance that is not described in Section 92.205(b).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City of Tulsa homeownership program activity uses the recapture provisions of 24 CFR 92.254(a)(4)(ii). It is believed this process is the closest to normal market approaches to financing, the easiest for borrowers to understand, enables the deed restriction requirements of the alternative option to be avoided (which we believe constitutes a barrier to private financing participation), and better enables HOME funds to be marketed in coordination with other private lending. An ongoing homeownership assistance activity has been the City's goal and is in keeping with the basic HOME program descriptions.

A purchaser of a property may apply for and be provided HOME assistance subject to the property and said buyer meeting HOME program eligibility criteria, a written agreement to comply with program terms and conditions, and the availability of funds. Mortgages include the "principal residence" requirement of the program during the affordability period, failure of which will constitute a default of the second mortgage.

The recapture option is a mechanism to recapture all or a portion of the direct HOME subsidy if the HOME recipient decides to sell the house within the affordability period at whatever price the market will bear. Forgiveness will be tied to the length of time the homebuyer has occupied the home in relation to the period of affordability and the net proceeds of the sale. The affordability period is based on the amount of HOME funds provided for the property and is forgiven as designated in the DGA HOME policies and procedures. Calculations for the recapture include the HOME Investment, the Homebuyer Investment, and the Net Proceeds. These are defined as:

1. HOME Investment is all HOME funds contributed to the unit and any direct subsidies consisting of any financial assistance that reduces the purchase price from fair market value to an affordable price, or otherwise subsidizes the purchase;
2. Homebuyer Investment consists of the portion of initial down payment paid by the homebuyer combined with the value of any capital improvements made with the homebuyer funds; and
3. Net Proceeds are the sales price minus closing costs and any non-HOME loan repayments. To allow low-income homebuyers to retain some equity in their property should they need to sell, the City of Tulsa recaptures HOME funds using the following steps:

a) Reduction during affordability period. The HOME investment amount to be recaptured will be reduced on a prorated basis for the time the homeowner has owned and occupied the housing measured against the required affordability period;

b) Owner investment returned first. From the net proceeds of the sale, the homebuyer may recover their entire investment before the HOME investment is recaptured; and

c) Shared Net Proceeds. If the net proceeds are not sufficient to recapture the full HOME investment (or a reduced amount according to the time the homeowner occupied the home), plus enable the homeowner to recover the amount of their down payment and any capital improvement investment made since purchase, the net proceeds will be divided proportionally. The formula used will be HOME Investment multiplied by Net Proceeds divided by HOME Investment plus Homeowner Investment equals HOME Recapture.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The administration of homebuyer programs includes thoroughly informing each potential homebuyer of all the requirements under the HOME Program. This will ensure they understand what is required through the affordability period and the recapture provisions if they sell the property prior to the expiration of the affordability period. This information is included in the Homebuyer Written Agreement and explained verbally by a housing counselor. In addition, a Second Mortgage is executed at closing and is not released until after the affordability period has expired. Provisions in these documents include the following criteria, which are verified annually until the end of the affordability period:

- Principle Residence
- Current on Mortgage, Taxes, and Insurance
- Upkeep of Property (no code violations from the City of Tulsa)

All organizations that administer the program for the City are required to keep an inventory of all properties that remain under the affordability period. This information is submitted to Grants Administration at the end of each program year.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Tulsa does not use HOME funds to refinance existing debt.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

In accordance with 24 CFR 576.400(d) the City of Tulsa has adopted written standards for the provision of ESG assistance in collaboration with the Tulsa Continuum of Care (CoC). These written standards are included in Appendix E.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Tulsa's Continuum of Care's coordinated entry system is All Doors Open. This system is designed to provide each individual or family with adequate services and support to meet their housing needs, with a focus on returning them to housing as quickly as possible. The components of All Doors Open are listed below.

- a. Access and Screening
- b. Assessment
- c. Prioritization and By-Name List(s)
- d. Case Conferencing
- e. Referral
- f. Placement

The system operates with a decentralized "no-wrong-door" system of access, so that persons in need can enter the system at multiple participating agencies in different geographic locations. All Doors Open strives to be inclusive and continuously seeks partnerships with public service institutions (health departments, county clinics, human services), faith-based organizations, other institutions (hospitals and jails), and mainstream resources to serve as access points.

At various provider access points, individuals and families experiencing a housing crisis complete a screening tool that considers the individual or family's need for specialized services and the ability to prevent or divert the individual or family from experiencing homelessness. Should homelessness not be avoidable, a standardized common assessment tool is used to determine the individual or family's vulnerability. The common assessment tool is integrated into the Homeless Management Information System (HMIS) and may be conducted at partner agencies, including shelters, drop-in centers, transitional housing programs, outreach programs, telephonically, or wherever people who are experiencing homelessness first enter Tulsa's coordinated entry system.

Housing programs, including permanent supportive housing, rapid re-housing, transitional housing and safe-haven housing fill available spaces in their programs from a By-Name-List of eligible individuals and families generated from HMIS. To ensure the most vulnerable are housed first, the By-Name-List is prioritized based on common assessment scores and length of time homeless. This coordination improves the targeting of housing resources and reduces the need for people to separately seek assistance at various partner providers.

The HMIS system is fully compliant with HUD's requirement for victim services and does not include domestic abuse service providers.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The HUD grant selections are made through a joint process adopted by the Tulsa City Council and Mayor in which applications are accepted from non-profit agencies serving within the corporate limits of the City of Tulsa. Through public meetings and surveys the HUD Community Development Committee determine the needs of the community, sets the funding priorities, and reviews the community development plan. The Continuum of Care and/or member agencies present homeless needs at the Needs Assessment Public Hearing. Applications are created based on the priority needs determined by the committee and grant guidelines. Upon review of the applications, the HUD Community Development Committee submits funding recommendations to the Mayor and City Council for approval. A member of the Continuum of Care is appointed by the Mayor to serve on the HUD Community Development Committee for the award of ESG funds as well as the other HUD funds.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

As part of the written agreement, subrecipients are required to provide for the participation of a homeless individual or formerly homeless individual in a policy-making function within the organization. This may include involvement of a homeless or formerly homeless person on the Board of Directors or similar entity that considers and sets policy or makes decisions for the organization.

5. Describe performance standards for evaluating ESG.

The City of Tulsa contractually holds subrecipients responsible for meeting the accomplishments established for each grant activity in a written agreement. Each agency is also required to report program outcomes and participant demographics into HMIS and submit quarterly reports to the City. The City works closely with subrecipients and the CoC to develop program and service outcome benchmarks. The *AWH4T Outcome Standards* are used as a guideline for ensuring the success and effectiveness of all homeless programs, including ESG. These standards are included in Appendix E. The 4 goals included in the standards include:

1. Stop Homelessness Before It Begins
2. Transform the Homeless System of Care to Be More Effective, Equitable, and Person-Centered
3. Increase Access to Housing
4. Partner Across Tulsa to Build Solutions and Access Resources

APPENDICES

Appendix A

Report or Study

Version 1.1 released on 10/8/18

Approved By
City Council On
SEP 25 2019



CITY COUNCIL USE ONLY

Date Received: _____
Committee Date: 9-25-19
1st Agenda Date: 9-25-19

Tracking #: 19-1013-1
Committee: WED
Hearing Date: _____
2nd Agenda Date: _____

CITY CLERK USE ONLY

Date: 09-30-2019
Item #: 2.7.2

All department items requiring Council approval must be submitted through the Mayor's Office.

Board Approval

Other Board Name

City Council Approval

☒ Yes ☐ No

Department
Finance

Contact Name
Gary Hamer

Email
ghamer@cityoftulsa.org

Phone
918-596-7573

Report/Study Date
9/12/19

Report/Study Name
2020-2024 HUD Consolidated Plan and 2020 Annual Action Plan Priority Needs Statement

Funding Source(s)

Department: RW

Legal: Walter

Board: Board

Mayor: Mayor Pro-Tem

Other: _____

TOTAL:

Date: 9/13/19

Date: 9-13-19

Date: _____

Date: SEP 16 2019

Date: _____

Background Information

As required by Ordinance, the HUD Community Development Committee has reviewed all the needs identified in the Consolidate Plan and heard comments from the public. Per Section 804.F.3 the Committee has drafted a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD statues and regulations and is submitting them to the Mayor for review and recommendation, who shall forward it to the City Council for approval.

Summation of the Requested Action

Other Pertinent Details

Post Execution Processing

- ☐ Mail vendor copy (add'l signature copies attached)
☐ Must be filed with other governmental entity
☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details

DATE: Sept 12, 2019

TO: Hon. G.T. Bynum, Mayor of Tulsa
Phil Lakin, Jr., Chair of City Council (District 8)
Ben Kimbro, Vice-Chair of City Council (District 9)
Vanessa Hall-Harper, Councilor District 1
Jeannie Cue, Councilor District 2
Crista Patrick, Councilor District 3
Kara Joy McKee, Councilor District 4
Cass Fahler, Councilor District 5
Connie Dodson, Councilor District 6
Lori Decter Wright, Councilor District 7

FROM: HUD Community Development Committee *BMW Vice chair*

SUBJECT: 2020 - 2024 HUD Consolidated Plan and 2020 Annual Action Plan
Priority Needs Statement

CC: Amy Brown, Deputy Mayor
Jack Blair, Chief of Staff
Nick Doctor, Community Development & Policy Chief
James Wagner, Director, Finance Department
Gary Hamer, Manager, Capital Planning and Grants

During a Meeting of the Housing and Urban Development (HUD) Community Development Committee, held September 12, 2019 the Committee approved recommendations of priority needs for the 2020-2024 HUD Consolidated Plan & the 2020 Annual Action Plan. After thorough review of needs identified by the community, the Committee believes that including these recommended needs will enable the City to show tangible results in typically underserved areas and benefits for underserved persons.

Per Ordinance No. 23598, please find attached the Committee's recommendations for your review and recommendation.

Should you require any additional information or other supporting documentation, please contact Gary Hamer at 596-7573. Thank you.

Priority Needs
Consolidated Plan 2020-2024 & 2020 Annual Action Plan
Listed in Priority Ranking

1	Housing Acquisition, Construction & Rehabilitation
2	Essential Services
3	Homeless/Special Populations
4	Economic Development
5	Public Facilities and Infrastructure Improvements
6	Housing Subsidies/Assistance
7	Demolition of Substandard Buildings

Goals & Descriptions
2020-2024 Consolidated Plan Goals and 2020 Annual Action Plan

1	Goal Name	Acquisition and New Construction of Housing
	Goal Description	Acquisition or new construction of affordable single-family and multi-family rental units with special consideration given to housing for seniors and those with physical disabilities. Down payment and closing cost assistance for first-time homebuyers.
2	Goal Name	Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied housing. Rehabilitation of multi-family rental housing, with special consideration given to housing with units for seniors and those with physical disabilities.
3	Goal Name	Essential Services
	Goal Description	Crisis services for children, adults, and special populations, educational programs for children and youth, employment training and placement services, food security, services for seniors and the homeless, shelter operations and services, housing counseling, and transportation services.
4	Goal Name	Emergency Shelter
	Goal Description	Shelter operations and services for the homeless and special populations.
5	Goal Name	Economic Development
	Goal Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Technical assistance and training for microenterprise activities.
6	Goal Name	Public Facilities and Infrastructure Improvements
	Goal Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers and transportation infrastructure.
7	Goal Name	Rental Housing Subsidies
	Goal Description	Rental housing subsidies which will assist households to become or remain housed, including households with disabilities and special needs.
8	Goal Name	Clearance and Demolition
	Goal Description	Clearance or demolition of substandard structures and hazardous contaminants.

Report or Study

Version 1.1 released on 10/8/18



CITY COUNCIL USE ONLY		CITY CLERK USE ONLY	
Date Received: _____	Tracking #: _____	Date: <u>02-12-2020</u>	
Committee Date: _____	Committee: _____	Item #: <u>2002.00264</u>	
1 st Agenda Date: _____	Hearing Date: _____		
	2 nd Agenda Date: _____		

All department items requiring Council approval must be submitted through the Mayor's Office.

Board Approval		Other Board Name	City Council Approval
			<input checked="" type="radio"/> Yes <input type="radio"/> No
Department	Contact Name	Email	Phone
Finance	Gary Hamer	ghamer@cityoftulsa.org	918-596-7573
Report/Study Date	Report/Study Name		
	HUD Funding Recommendations for Program Year 2020-2021		
Funding Source(s)			

Department: RW

Legal: [Signature]

Board: [Signature]

Mayor: [Signature]

Other: _____

TOTAL:

Date: 2/10/20

Date: 2/11/20

Date: _____

Date: FEB 12 2020

Date: _____

Background Information

In accordance with Title 12, Chapter 8, TRO, please find attached the Committee's funding recommendations for your review and recommendation. Section 804, Paragraph F (7), states within 10 business days of being placed on the Mayor's agenda the Mayor may review the recommendations and submit them to the City Council or may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.

Summation of the Requested Action

It is requested that the Mayor approve recommendations or make suggested changes and forward to the City Council for review and consideration.

Other Pertinent Details

Post Execution Processing

- ☐ Mail vendor copy (add'l signature copies attached)
- ☐ Must be filed with other governmental entity
- ☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details


Please return a copy to Grants Administration. Thank you!

**MEMORANDUM
HUD COMMUNITY
DEVELOPMENT COMMITTEE**

DATE: February 6, 2020

TO: Hon. G.T. Bynum, Mayor of Tulsa

Ben Kimbro, Chair of City Council (District 9)
Vanessa Hall-Harper, Vice-Chair of City Council (District 1)
Jeannie Cue, Councilor District 2
Crista Patrick, Councilor District 3
Kara Joy McKee, Councilor District 4
Cass Fahler, Councilor District 5
Connie Dodson, Councilor District 6
Lori Decter Wright, Councilor District 7
Phil Lakin, Jr., Councilor District 8

FROM: Calvin Montz 
Chair, HUD Community Development Committee

SUBJECT: HUD Funding Recommendations for Program Year 2020-2021

CC: Amy Brown, Deputy Mayor
Jack Blair, Chief of Staff
Nick Doctor, Community Development & Policy Chief
James Wagner, Director, Finance Department
Gary Hamer, Manager, Capital Planning and Grants

During meetings of the HUD Community Development Committee, held February 4, and February 6, 2020 in Council Committee Room 411, the Committee approved funding recommendations for Program Year 2020 Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), Housing Opportunities for Persons with Aids (HOPWA) and Emergency Solution Grant (ESG) Funds. After thorough review of the applications, the Committee believes these recommendations are in accordance with priorities of the Consolidated and Annual Action Plans.

In accordance with Title 12, Chapter 8, Tulsa Revised Ordinances, please find attached the Committee's funding recommendations for your review and recommendation. Section 804, Paragraph F (7), states within ten (10) business days of being placed on the Mayor's agenda the Mayor may review the recommendations and submit them to the City Council or may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.

Should you require any additional information or other supporting documentation, please contact the Grants Administration at (918) 596-9084. Thank you.

HOPWA					
#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	HIV Resource Consortium, Inc. DBA TulsaCARES	Housing Care Program	\$523,421.00	N/A	\$511,216.00

Total Requested for HOPWA **\$523,421.00**

Total Admin for HOPWA **\$15,810.00** **\$15,810.00**

Total Available for HOPWA* **\$527,026.00** **\$527,026.00**

ESG					
#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	Community Service Council	Sharelink	\$8,528.00	NA	\$8,528.00

Total Available for ESG HMIS **\$8,528.00** **\$8,528.00**

1	Tulsa Day Center for the Homeless	Emergency Rapid Re-Housing	\$45,000.00	20	\$0.00
Total Requested for ESG Rapid Rehousing			\$45,000.00		

\$0.00

1	Restore Hope Ministries	Homeless Prevention Initiative	\$35,000.00	21.6	\$35,000.00
3	Salvation Army	Intensive Homelessness Prevention Program	\$50,000.00	19.4	\$23,851.00
3	Family Safety Center	Hope Project	\$25,000.00	18	\$25,000.00

Total Requested for ESG Homelessness Prevention **\$110,000.00**

\$83,851.00

PY 20 ESG Rapid Rehousing / Homeless prevention Available **\$83,851.00** **\$83,851.00**

1	Youth Services of Tulsa	Shelter	\$60,000.00	23.6	\$56,640.00
2	Legal Aid Services of Oklahoma, Inc.	Homeless Legal Assistance Project	\$28,570.00	23.4	\$26,742.00
3	DVIS	Emergency Shelter and Utilities	\$50,393.00	22.4	\$45,152.00
4	Tulsa Day Center for the Homeless	Tulsa Day Center Shelter Operations	\$70,000.00	21.2	\$42,009.00

Total Requested for ESG Shelter **\$208,963.00**

PY 20 ESG Shelter Available **\$170,543.00** **\$170,543.00**

Total Requested for ESG **\$372,491.00**

Total Admin for ESG **\$21,317.00** **\$21,317.00**

Total Available for ESG **\$284,239.00** **\$284,239.00**

HOME

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	COT-Working in Neighborhoods	Homeowner Rehabilitation	\$700,000.00	N/A	\$420,000.00
2	Mental Health Association OK	Baltimore Apartments Rehab	\$255,133.00	21.8	\$255,133.00
3	Housing Partners of Tulsa	Down Payment Assistance Program	\$160,000.00	21	\$160,000.00
4	Tulsa Habitat for Humanity, Inc.	Buena Vida	\$618,625.00	19.4	\$618,625.00
5	Boomtown Development Company	Buena Vida	\$275,000.00	13	\$275,000.00
Total Requested for HOME			\$2,008,758.00		\$1,728,758.00
Total Admin for HOME			\$165,826.00		\$165,826.00
4	Boomtown Development Company	Buena Vida	\$275,000.00		\$0.00
PY19 CHDO Requirement (15%)			\$248,740.00		\$0.00
Total Available for HOME*			\$2,164,866.00	→	\$1,894,584.00

CDBG Economic & Physical Development

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	City of Tulsa Working in Neighborhoods	WIN Housing Services - Project Delivery Cost	\$391,060.00	N/A	\$483,694.00
2	City of Tulsa Streets and Stormwater Department	PY20 Sidewalks	\$373,118.00	N/A	\$290,496.00
3	City of Tulsa Working in Neighborhoods	Emergency Repairs Program	\$900,000.00	N/A	\$700,000.00
4	City of Tulsa Working in Neighborhoods	WIN - Demolition	\$600,000.00	N/A	\$400,000.00
5	Tulsa Housing Authority	Choice Neighborhood Year 2 Commitment	\$353,000.00	N/A	\$353,000.00
Total Requested for Non Competitive CDBG			\$2,617,178.00		
Total Available for Non-Competitive CDBG			\$2,227,190.00	→	\$2,227,190.00
1	Tulsa Economic Development Corp	Small Business Loan Fund	\$1,000,000.00	22.8	\$500,000.00
2	Tulsa Rt 66 Main Street	Microenterprise Program	\$40,000.00	16.2	\$40,000.00
3	Tulsa Childrens Coalition	Safety Upgrades at McClure ECDC	\$145,000.00	22.2	\$100,000.00
4	Housing Partners of Tulsa	Down Payment Assistance Project Delivery	\$48,000.00	21.6	\$48,000.00
5	Area Councils for Community Action, Inc.	Housing Energy Conservation	\$100,000.00	7.8	\$50,000.00
Total Requested for Competitive CDBG Economic & Physical Development			\$1,333,000.00		
Total Available for Competitive CDBG Economic & Physical Development			\$738,000.00	→	\$738,000.00
Total Available CDBG Physical and Economic Development			\$2,965,190.00		\$2,965,190.00

CDBG Public Service

#	Agency	Project/Activity/Program	Requested	Avg Score	Recommended Funding
1	Community Action Project of Tulsa County	Skelly Early Childhood Education Center	\$50,000.00	24.8	\$22,500.00
2	Morton Services	Transportation	\$40,534.00	24.2	\$22,500.00
3	Youth Services of Tulsa	Transitional Living	\$50,000.00	24	\$22,500.00
4	DVIS	Court Advocacy for Victims of Domestic and Sexual Violence	\$49,135.00	23.8	\$21,500.00
5	Touch	TheZone Afterschool Program	\$50,000.00	23.8	\$21,500.00
6	Child Abuse Network	Multidisciplinary Child Abuse Team	\$50,000.00	23.4	\$21,500.00
7	Resonance	Prision to Community Reentry Services	\$50,000.00	22.8	\$19,500.00
8	Camp Fire Green Country, Inc.	Camp Fire Community Building Clubs	\$50,000.00	22.4	\$19,500.00
9	Madison Strategies Group	Work Advance	\$50,000.00	22.2	\$19,500.00
10	Girl Scouts of Eastern OK	Sister to Sister	\$50,000.00	22	\$19,500.00
11	Operation Aware	Prevention Educaton	\$45,099.00	21.8	\$19,000.00
12	Tulsa Day Center for the Homeless	ARNP-NPC Free Nurses' Clinic	\$50,000.00	21.8	\$19,000.00
13	CEO	Re-entry Project	\$50,000.00	21.4	\$19,000.00
14	Salvation Army	Emergency Shelter & Feeding Program	\$50,000.00	20.8	\$18,695.00
15	Tusla Speech and Hearing Association	Life Skills	\$50,000.00	20.8	\$18,695.00
16	Youth At Heart	Equip For Success Enrichment Program	\$50,000.00	20.4	\$18,695.00
17	YWCA	Employment Services	\$50,000.00	20	\$18,693.00
18	Housing Partners of Tulsa	Housing Counseling	\$50,000.00	18.6	
19	Tulsa Dream Center	Life Education Program	\$40,000.00	15.8	
20	Community Service Council of Greater Tulsa	211 of Eastern Oklahoma	\$50,000.00	14.4	

Total Requested for CDBG Public Service	\$974,768.00			
CDBG Public Service allocation (10% of award)	\$341,778.00	→	\$341,778.00	

Total Requested for CDBG \$4,924,946.00

Total Admin for CDBG \$683,556.00

Total Available for CDBG \$3,990,524.00

Total HUD Grants Available	\$6,966,655.00
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Total HUD Grants Allocated	\$6,696,373.00
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Unallocated HOME Funds	\$270,282.00
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Total	\$6,966,655.00
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EXHIBIT A

City of Tulsa 2020 Program Year Annual Action Plan – Contingency Provisions

City of Tulsa 2020 Program Year Annual Action Plan – Contingency Provisions

To account for potential changes to the projected HUD Program Year 2019 (PY19) block grants allocations, the City of Tulsa is recommending the following contingency provisions;

If P2020 allocation are lower than projected, the City will make the provision in the order listed below until all funds have been allocated;

Community Development Block Grant (CDBG)

- Reduce administration costs to the maximum allowable 20% of grant allocations
- Fund City of Tulsa Working in Neighborhoods (WIN) programs to recommended level
- Fund Housing Authority of the City of Tulsa Choice Neighborhood commitment
- Fund Down Payment Assistance (DPA) program to 30% of HOME allocation
- Fund Small Business Loan Fund project to recommended level
- Proportionally decreased all remaining Physical and Economic Development projects
- Reduce Public Service funds available to approved 10% of allocation; Fund Public Service projects up to recommended amount starting with the highest scoring application until funds run out.
 - No projects funded with less than \$17,000. Any balances of less than \$17,000 will be equally divided among funded projects.

HOME investment Partnership Program

- Reduce administration costs to the maximum allowable 10% of grant allocations
- Fund PY20 CHDO Projects to recommended level
- Fund City of Tulsa Working in Neighborhoods (WIN) programs to recommended level
- Fund Down Payment Assistance (DPA) project to recommended level
- Proportionally decreased all remaining HOME funded activities

Housing Opportunities for People with HIV/AIDS (HOPWA) & Emergency Solutions Grant (ESG)

- Reduce administration costs to the maximum allowable of grant allocations
- Proportionally decrease all funded activities from the estimated funding levels to match actual allocation amounts.

If PY20 allocation are higher than projected, the City will make the provision in the order listed below until all funds have been allocated;

Community Development Block Grant (CDBG)

- Proportionally increase administration costs to the maximum allowable 20% of grant allocations
- Fund WIN Emergency Repair up to requested amount
- Fund WIN Demolition up to requested amount
- Fund PY20 City of Tulsa sidewalks project up to requested amount
- Proportionally increase Public Service available funds to 10%; Increase recommended projects up to requested amount starting with the highest scoring application until funds run out.
 - If two application have the same score funds will be divided evenly between the two applications.
- Increased Physical and Economic Development projects up to requested amount starting with the highest scoring application.

If Grants Administration is unable to enter into an agreement with a subrecipient recommended for PY20 CDBG funds, funds will be reallocated, if required, to the PY20 City of Tulsa sidewalks project.

HOME investment Partnership Program

- Increase administration costs to the maximum allowable 10% of grant allocations
- Remaining unallocated funds will be reallocated during an off-cycle process or during PY21 allocation process.

Housing Opportunities for People with HIV/AIDS (HOPWA) & Emergency Solutions Grant (ESG)

- Increase administration costs to the maximum allowable of grant allocations
- Proportionally increase all funded activities from the estimated funding levels to match actual allocation amounts.

Report or Study

Version 1.1 released on 10/8/18

Approved By
City Council On

MAR 25 2020

**CITY COUNCIL USE ONLY**

Date Received: _____

Committee Date: 2-26-20201st Agenda Date: 2-26-2020 3-25^{2nd} Agenda Date: _____Tracking #: 20-128-1Committee: UED

Hearing Date: _____

Agenda Date: _____

CITY CLERK USE ONLYDate: 04-01-2020Item #: 2002.00264**All department items requiring Council approval must be submitted through the Mayor's Office.****Board Approval****Other Board Name****City Council Approval**☒ Yes ☐ No**Department**
Finance**Contact Name**
Gary Hamer**Email**
ghamer@cityoftulsa.org**Phone**
918-596-7573**Report/Study Date****Report/Study Name**
HUD Funding Recommendations for Program Year 2020-2021**Funding Source(s)****Department:** _____**Legal:** _____**Board:** _____**Mayor:** _____**Other:** _____**TOTAL:****Date:** 2/10/20**Date:** 2/11/20**Date:** _____**Date:** FEB 12 2020**Date:** _____**Background Information**

In accordance with Title 12, Chapter 8, TRO, please find attached the Committee's funding recommendations for your review and recommendation. Section 804, Paragraph F (7), states within 10 business days of being placed on the Mayor's agenda the Mayor may review the recommendations and submit them to the City Council or may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.

Summation of the Requested Action

It is requested that the Mayor approve recommendations or make suggested changes and forward to the City Council for review and consideration.

Other Pertinent Details**Post Execution Processing**

- ☐ Mail vendor copy (add'l signature copies attached)
☐ Must be filed with other governmental entity
☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details

Please return a copy to Grants Administration. Thank you!



MEMORANDUM
HUD COMMUNITY
DEVELOPMENT COMMITTEE

DATE: February 6, 2020

TO: Hon. G.T. Bynum, Mayor of Tulsa

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Phil Lakin, Jr., Councilor District 8

FROM: Calvin Moniz 
Chair, HUD Community Development Committee

SUBJECT: HUD Funding Recommendations for Program Year 2020-2021

CC: Amy Brown, Deputy Mayor
Jack Blair, Chief of Staff
Nick Doctor, Community Development & Policy Chief
James Wagner, Director, Finance Department
Gary Hamer, Manager, Capital Planning and Grants

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HOPWA

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	HIV Resource Consortium, Inc. DBA TulsaCARES	Housing Care Program	\$523,421.00	N/A	\$511,216.00

Total Requested for HOPWA

\$523,421.00

Total Admin for HOPWA

\$15,810.00

Total Available for HOPWA *

\$527,026.00

ESG

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	Community Service Council	Sharelink	\$8,528.00	NA	\$8,528.00

Total Available for ESG HMIS

\$8,528.00

1	Tulsa Day Center for the Homeless	Emergency Rapid Re-Housing	\$45,000.00	20	\$0.00
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Total Requested for ESG Rapid Rehousing

\$45,000.00

\$0.00

1	Restore Hope Ministries	Homeless Prevention Initiative	\$35,000.00	21.6	\$35,000.00
3	Salvation Army	Intensive Homelessness Prevention Program	\$50,000.00	19.4	\$23,851.00
3	Family Safety Center	Hope Project	\$25,000.00	18	\$25,000.00

Total Requested for ESG Homelessness Prevention

\$110,000.00

\$83,851.00

PY 20 ESG Rapid Rehousing / Homeless prevention Available

\$83,851.00

\$83,851.00

1	Youth Services of Tulsa	Shelter	\$60,000.00	23.6	\$56,640.00
2	Legal Aid Services of Oklahoma, Inc.	Homeless Legal Assistance Project	\$28,570.00	23.4	\$26,742.00
3	DVIS	Emergency Shelter and Utilities	\$50,393.00	22.4	\$45,152.00
4	Tulsa Day Center for the Homeless	Tulsa Day Center Shelter Operations	\$70,000.00	21.2	\$42,009.00

Total Requested for ESG Shelter

\$208,963.00

PY 20 ESG Shelter Available

\$170,543.00

\$170,543.00

Total Requested for ESG

\$372,491.00

Total Admin for ESG

\$21,317.00

\$21,317.00

Total Available for ESG

\$284,239.00

\$284,239.00

HOME				
#	Agency	Project/Activity/Program	Amount Requested	Average Score
1	COT-Working in Neighborhoods	Homeowner Rehabilitation	\$700,000.00	N/A
2	Mental Health Association OK	Baltimore Apartments Rehab	\$255,133.00	21.8
3	Housing Partners of Tulsa	Down Payment Assistance Program	\$160,000.00	21
4	Tulsa Habitat for Humanity, Inc.	Buena Vida	\$618,625.00	19.4
5	Boomtoun Development Company	Buena Vida	\$275,000.00	13
Total Requested for HOME			\$2,008,758.00	
Total Admin for HOME			\$165,826.00	

4	Boomtoun Development Company	Buena Vida	\$275,000.00	\$0.00
PY19 CHDO Requirement (15%)			\$248,740.00	\$0.00

Total Available for HOME* \$1,894,584.00

CDBG Economic & Physical Development				
#	Agency	Project/Activity/Program	Amount Requested	Average Score
1	City of Tulsa Working in Neighborhoods	WIN Housing Services - Project Delivery Cost	\$391,060.00	N/A
2	City of Tulsa Streets and Stormwater Department	PY20 Sidewalks	\$373,118.00	N/A
3	City of Tulsa Working in Neighborhoods	Emergency Repairs Program	\$900,000.00	N/A
4	City of Tulsa Working in Neighborhoods	WIN - Demolition	\$600,000.00	N/A
5	Tulsa Housing Authority	Choice Neighborhood Year 2 Commitment	\$353,000.00	N/A
Total Requested for Non Competitive CDBG			\$2,617,178.00	
Total Available for Non-Competitive CDBG			\$2,227,190.00	

1	Tulsa Economic Development Corp	Small Business Loan Fund	\$1,000,000.00	22.8
2	Tulsa Rt 66 Main Street	Microenterprise Program	\$40,000.00	16.2
3	Tulsa Childrens Coalition	Safety Upgrades at McClure ECDC	\$145,000.00	22.2
4	Housing Partners of Tulsa	Down Payment Assistance Project Delivery	\$48,000.00	21.6
5	Area Councils for Community Action, Inc.	Housing Energy Conservation	\$100,000.00	7.8
Total Requested for Competitive CDBG Economic & Physical Development			\$1,333,000.00	
Total Available for Competitive CDBG Economic & Physical Development			\$738,000.00	
Total Available CDBG Physical and Economic Development			\$2,965,190.00	

CDBG Public Service

#	Agency	Project/Activity/Program	Requested	Avg Score	Recommended Funding
1	Community Action Project of Tulsa County	Skelly Early Childhood Education Center	\$50,000.00	24.8	\$22,500.00
2	Morton Services	Transportation	\$40,534.00	24.2	\$22,500.00
3	Youth Services of Tulsa	Transitional Living	\$50,000.00	24	\$22,500.00
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5	Touch	TheZone Afterschool Program	\$50,000.00	23.8	\$21,500.00
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18	Housing Partners of Tulsa	Housing Counseling	\$50,000.00	18.6	
19	Tulsa Dream Center	Life Education Program	\$40,000.00	15.8	
20	Community Service Council of Greater Tulsa	211 of Eastern Oklahoma	\$50,000.00	14.4	
Total Requested for CDBG Public Service			\$974,768.00		
CDBG Public Service allocation (10% of award)			\$341,778.00		\$341,778.00

Total Requested for CDBG \$4,924,946.00

Total Admin for CDBG \$683,556.00

Total Available for CDBG \$3,990,524.00

Total HUD Grants Available	\$6,966,655.00
Total HUD Grants Allocated	\$6,696,373.00
Unallocated HOME Funds	\$270,282.00
Total	\$6,966,655.00

EXHIBIT A

City of Tulsa 2020 Program Year Annual Action Plan – Contingency Provisions

City of Tulsa 2020 Program Year Annual Action Plan – Contingency Provisions

To account for potential changes to the projected HUD Program Year 2019 (PY19) block grants allocations, the City of Tulsa is recommending the following contingency provisions;

If P2020 allocation are lower than projected, the City will make the provision in the order listed below until all funds have been allocated;

Community Development Block Grant (CDBG)

- Reduce administration costs to the maximum allowable 20% of grant allocations
- Fund City of Tulsa Working in Neighborhoods (WIN) programs to recommended level
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 - No projects funded with less than \$17,000. Any balances of less than \$17,000 will be equally divided among funded projects.

HOME investment Partnership Program

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- Fund City of Tulsa Working in Neighborhoods (WIN) programs to recommended level
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Housing Opportunities for People with HIV/AIDS (HOPWA) & Emergency Solutions Grant (ESG)

- Reduce administration costs to the maximum allowable of grant allocations
- Proportionally decrease all funded activities from the estimated funding levels to match actual allocation amounts.

If PY20 allocation are higher than projected, the City will make the provision in the order listed below until all funds have been allocated;

Community Development Block Grant (CDBG)

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- Fund WIN Emergency Repair up to requested amount
- Fund WIN Demolition up to requested amount
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 - If two application have the same score funds will be divided evenly between the two applications.
- Increased Physical and Economic Development projects up to requested amount starting with the highest scoring application.

If Grants Administration is unable to enter into an agreement with a subrecipient recommended for PY20 CDBG funds, funds will be reallocated, if required, to the PY20 City of Tulsa sidewalks project.

HOME investment Partnership Program

- Increase administration costs to the maximum allowable 10% of grant allocations
- Remaining unallocated funds will be reallocated during an off-cycle process or during PY21 allocation process.

Housing Opportunities for People with HIV/AIDS (HOPWA) & Emergency Solutions Grant (ESG)

- Increase administration costs to the maximum allowable of grant allocations
- Proportionally increase all funded activities from the estimated funding levels to match actual allocation amounts.

4-P

REQUEST FOR ACTION: RESOLUTION

Version: 01/27/2014

AGENDA FOR: ☒ MAYOR ☒ COUNCIL AUTHORITY: DATE: October 27, 2017

FOR INFORMATION CONTACT:

DEPARTMENT: WORKING IN NEIGHBORHOODS CONTACT NAME: Dwain E. Midget

ADDRESS: 175 E. 2nd Street - 5th Floor TELE:

RESOLUTION TYPE: ALLOCATION OF FEDERAL FUNDS (CDBG PLAN) RESO. #: 19867

ADDRESS: AMOUNT: \$1,750,000.00

PROPERTY OWNER: CASE #:

PROJECT TITLE: PROJECT #:

ADDITION: TMAPC #:

AMENDMENT OF/BY RESOLUTION #: COUNCIL DIST.: PLANNING DISTRICT:

LOT: BLOCK: SECTION: TOWNSHIP: RANGE:

SUMMARY:

The City of Tulsa is a co-applicant with the Tulsa Housing Authority for the Choice Neighborhood Initiative (CNI) Implementation grant which is a competitive grant program administered by the U.S. Department of Housing and Urban Development. In 2013, the Mayor and City Council approved a Resolution in support of the first attempt to receive a CNI grant. One aspect of the grant program is matching local resources. An application will be awarded 2 points if the local community allocates CDBG dollars to the redevelopment plan. This Resolution commits to allocate \$250,000.00 over 7 years (total of 1,750,000.00) in support of the CNI grant for the Eugene Fields Neighborhood area. Since funding decisions for CNI will likely be announced in July 2018, the City would not be expected to allocate it's CDBG for this project (if successful) until Year 45 (FY 19-20) of HUD's funding cycle. There is no anticipated impact on funding for applications due in November 2017, i.e. Year 44 (FY 18-19).

BUDGET:

FINANCE DIRECTOR APPROVAL:

FUNDING SOURCE: Community Development Block Grant - Fund 5565

REQUEST FOR ACTION: All department items requiring Council approval must be submitted through Mayor's Office.

Request the Mayor and City Council approve the attached Resolution

DEPARTMENT HEAD APPROVAL: 

DATE: 10/27/17

CITY ATTORNEY APPROVAL: 

10/27/17

BOARD APPROVAL:

MAYORAL APPROVAL: 

OCT 30 2017

OTHER:

FOR CITY COUNCIL OFFICE USE ONLY: 17-826-1

DATE RECEIVED: 11/3/17

COMMITTEE: DW COMMITTEE DATE(S): 11-1-17

FIRST AGENDA DATE: 11/1/17

HEARING DATE: SECOND AGENDA DATE:

APPROVED:

For City Clerk's Office Use Only (Agenda Date: MMDDYYYY; Sec #; Dept ##, Item ##, Sub-Item ##, Status: S=Synopsis):

11 - 06 - 2017

2

24

01



RESOLUTIONS

Date Prepared:



1 0 / 2 7 / 2 0 1 7

Dept. **WORKING IN NEIGHBORHOODS**

Reso
Type

ALLOCATION OF FEDERAL FUNDS (CDBG PLAN)



Pln
Dist

Addtn

TMA
PC #

Coun
Dist



Amt



1 7 5 0 0 0 0

Amd
Of/ By



Proj #



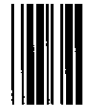
Lot



Blk



Sec



Tw



Rng



(Published in the Tulsa World

_____, 2017)

RESOLUTION 19867

A RESOLUTION AUTHORIZING THE COMMITMENT OF 1,750,000 OF FUTURE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE DESIGN AND CONSTRUCTION OF STREET AND STORMWATER IMPROVEMENTS RELATED TO THE REDEVELOPMENT OF PROPERTY WITHIN THE EUGENE FIELD NEIGHBORHOOD CONSISTENT WITH THE EUGENE FIELD SMALL AREA PLAN; LEVERAGING A PROPOSED \$30 MILLION CHOICE NEIGHBORHOOD INITIATIVE IMPLEMENTATION GRANT OFFERED FROM HUD; WITH FUNDING CONTINGENT ON THE AWARD OF THE CHOICE NEIGHBORHOOD GRANT; WITH ALLOCATION OF CDBG FUNDING INCREMENTALLY OVER SEVEN SUCCESSIVE YEARS FOLLOWING THE AWARD OF THE CHOICE NEIGHBORHOOD GRANT; AND DECLARING AN EMERGENCY.

WHEREAS, the City recognizes the need to make improvements within an area of the City known as the "Eugene Field Neighborhood" which is the area generally bounded on the west by Highway 244, on the east by the Arkansas River, on the north by the 11th Street bridge, and on the south by West 25th Street; and

WHEREAS, the City is currently undertaking efforts to transform the Eugene Field Neighborhood into a viable and sustainable mixed-income neighborhood in accordance with the duly adopted and approved Eugene Field Small Area Plan; and

WHEREAS, the Eugene Field Small Area Plan contemplates a comprehensive strategy for linking new mixed-income housing with appropriate services, schools, public assets, transportation, and access to jobs; and

WHEREAS, it is in the best interest of the City and of the residents of the Eugene Field Neighborhood to encourage and support public and private development activities consistent with the Eugene Field Small Area Plan; and

WHEREAS, the Tulsa Housing Authority of Tulsa County will be submitting a \$30 Million grant request to the U.S. Department of Housing and Urban Development for competitive consideration in the Choice Neighborhood Initiative Implementation grant program; and

WHEREAS, the grant request will propose the funding of development in the Eugene Field Neighborhood, including the construction of new housing, mixed-use development, park and trail improvements, and community support activities, consistent with the Eugene Field Small Area

Plan, and the proposed development and grant request should be supported by the City; and

WHEREAS, the development proposed for funding by the Choice Neighborhood Initiative Implementation program would serve as a catalyst for the successful implementation of the Eugene Field Small Area Plan; and

WHEREAS, the City has therefore agreed to serve as Co-applicant and Neighborhood Implementation Entity for the proposed Choice Neighborhood Implementation grant; and

WHEREAS, the provision of new street and stormwater infrastructure is a vital prerequisite for the successful implementation of the Eugene Field Small Area Plan and the development proposed for funding by the Choice Neighborhood Initiative Implementation grant; and

WHEREAS, the provision of street and storm water infrastructure is understood to be a local responsibility under the Choice Neighborhood Implementation grant program, and Choice grant funds should not be used for this purpose; and

WHEREAS, the investment of \$1,750,000 from Tulsa's CDBG entitlement is understood to be an important component of a competitive Choice Neighborhood Initiative Implementation grant application; and

WHEREAS, the citizens of the City of Tulsa approved in a November 2013 election, the City's plan to invest an additional \$10,900,000 in local funds in the design and construction of street and stormwater improvements in support of the Eugene Field Small Area Plan and the development proposed for funding by the Choice Neighborhood Initiative Implementation grant; and

WHEREAS, the City wishes to further demonstrate its resolve to invest in infrastructure to support the development which is proposed for funding by the Choice Neighborhood Implementation grant.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF TULSA, OKLAHOMA:

Section 1. That the City hereby commits to allocate \$1,750,000 in CDBG funds, subject to the conditions described in Sections 2-4 of this Resolution, for the purpose of implementing the design and construction of necessary street and stormwater improvements in support of the development proposed for funding by the Choice Neighborhood Implementation grant.

Section 2. That the City's allocation of said CDBG funds shall be subject to, and contingent upon, the award of a Choice Neighborhood Initiative grant from HUD.

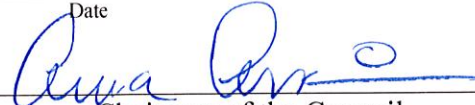
Section 3. Upon award of the Choice Neighborhood Initiative grant, the City will allocate \$1,750,000 in CDBG funds in increments of \$250,000 per year over a period of seven years, beginning with the first CDBG cycle following the award of the grant, subject to appropriation within the fiscal year of the particular incremental allocation.

4-P

Section 4. That an emergency exists for the preservation of the public health, safety and welfare, wherefore this Resolution shall take effect immediately upon its passage and publication.

ADOPTED by the Council: NOV 01 2017

Date


Chairman of the Council

ADOPTED as an emergency measure: _____

Date

N/A
Chairman of the Council

OFFICE OF THE MAYOR

Received by the Mayor: _____, at _____
Date Time

G. T. Bynum, Mayor

By _____
Secretary

APPROVED by the Mayor of the City of Tulsa, Oklahoma: _____
Date

at _____
Time


 Mayor



(Seal)
ATTEST:


City Clerk

APPROVED:

City Attorney

Appendix B

Alternative and Local Data Sources

1	Data Source Name
	2000 Census (base), 2013-2017 ACS (most recent)
	List the name of the organization or individual who originated the data set.
	US Census Bureau
	Provide a brief summary of the data set.
	The American Community Survey (ACS) is an ongoing survey that provides data every year -- giving communities the current information they need to plan investments and services. Information from the survey generates data that help determine how more than \$400 billion in federal and state funds are distributed each year. The ACS is accessed through the American FactFinder website, which provides data about the United States, Puerto Rico and the Island Areas.
	What was the purpose for developing this data set?
ACS: Information from the ACS help determine how more than \$400 billion in federal and state funds are distributed each year to help communities, state governments, and federal programs.	
How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?	
Tulsa, OK	
What time period (provide the year, and optionally month, or month and day) is covered by this data set?	
2006-2010 ACS, 2013-2017 ACS	
What is the status of the data set (complete, in progress, or planned)?	
N/A	
2	Data Source Name
	2011-2015 CHAS
	List the name of the organization or individual who originated the data set.
	US Census Bureau, American Community Survey (ACS) and U.S. Department of Housing and Urban Development (HUD)
Provide a brief summary of the data set.	
Each year, the U.S. Department of Housing and Urban Development (HUD) receives custom tabulations of American Community Survey (ACS) data from the U.S. Census Bureau. These data, known as the "CHAS" data (Comprehensive Housing Affordability Strategy), demonstrate the extent of housing problems and housing needs, particularly for low income households.	
What was the purpose for developing this data set?	
The CHAS data are used by local governments to plan how to spend HUD funds, and may also be used by HUD to distribute grant funds.	

	<p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p>
	<p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2011-2015 CHAS</p>
	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
3	<p>Data Source Name</p> <p>2013-2017 ACS 5-Yr Estimates</p>
	<p>List the name of the organization or individual who originated the data set.</p> <p>US Census Bureau</p>
	<p>Provide a brief summary of the data set.</p> <p>The American Community Survey (ACS) is an ongoing survey that provides data every year -- giving communities the current information they need to plan investments and services. Information from the survey generates data that help determine how more than \$400 billion in federal and state funds are distributed each year. The ACS is accessed through the American FactFinder website, which provides data about the United States, Puerto Rico and the Island Areas.</p>
	<p>What was the purpose for developing this data set?</p> <p>Information from the ACS help determine how more than \$400 billion in federal and state funds are distributed each year to help communities, state governments, and federal programs.</p>
	<p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p>
	<p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2013-2017 ACS 5-Year Estimates</p>
	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
4	<p>Data Source Name</p> <p>2011-2015 ACS (Workers), 2015 LEHD (Jobs)</p>
	<p>List the name of the organization or individual who originated the data set.</p> <p>2011-2015 ACS and 2015 Longitudinal Employee-Household Dynamics: United States Census Bureau</p>

	<p>Provide a brief summary of the data set.</p> <p>The American Community Survey (ACS) is an ongoing survey that provides data every year -- giving communities the current information they need to plan investments and services. Information from the survey generates data that help determine how more than \$400 billion in federal and state funds are distributed each year. The ACS is accessed through the American FactFinder website, which provides data about the United States, Puerto Rico and the Island Areas.</p> <p>The Longitudinal Employer-Household Dynamics (LEHD) program is part of the Center for Economic Studies at the U.S. Census Bureau. The LEHD program produces new, cost effective, public-use information combining federal, state and Census Bureau data on employers and employees under the Local Employment Dynamics (LED) Partnership.</p> <hr/> <p>What was the purpose for developing this data set?</p> <p>ACS: Information from the ACS help determine how more than \$400 billion in federal and state funds are distributed each year to help communities, state governments, and federal programs.</p> <p>LEHD: Information from the LEHD help state and local authorities who increasingly need detailed local information about their economies to make informed decisions. The LEHD Partnership works to fill critical data gaps and provide indicators needed by state and local authorities. LEHD's mission is to provide new dynamic information on workers, employers, and jobs with state-of-the-art confidentiality protections and no additional data collection burden.</p> <hr/> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p> <hr/> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2011-2015 ACS (Workers), 2015 LEHD (Jobs)</p> <hr/> <p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
5	<p>Data Source Name</p> <p>HUD 2019 FMR and HOME Rents</p> <hr/> <p>List the name of the organization or individual who originated the data set.</p> <p>US Department of Housing and Urban Development (HUD)</p>

	<p>Provide a brief summary of the data set.</p> <p>Fair Market Rents (FMRs) are set by HUD and used to determine payment standard amounts for HUD Programs. HUD annually estimates FMRs for the Office of Management and Budget (OMB) defined metropolitan areas, some HUD defined subdivisions of OMB metropolitan areas and each nonmetropolitan county.</p> <p>HOME Rents Limits are based on FMRs published by HUD. HOME Rent Limits are set to determine the rent in HOME-assisted rental units and are applicable to new HOME leases.</p> <p>What was the purpose for developing this data set?</p> <p>Fair Market Rents (FMRs) are used to determine payment standard amounts for HUD Programs. HOME Rent Limits are the maximum amount that may be charged for rent in HOME-assisted rental units and are applicable to new HOME leases.</p> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK HUD Metro FMR Area</p> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2019</p> <p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
6	<p>Data Source Name</p> <p>PIC (PIH Information Center)</p> <p>List the name of the organization or individual who originated the data set.</p> <p>US Department of Housing and Urban Development (HUD)</p> <p>Provide a brief summary of the data set.</p> <p>IMS/PIC is responsible for maintaining and gathering data about all of PIH's inventories of HAs, Developments, Buildings, Units, HA Officials, HUD Offices and Field Staff and IMS/PIC Users.</p> <p>What was the purpose for developing this data set?</p> <p>IMS/PIC PIH's inventories of HAs, Developments, Buildings, Units, HA Officials, HUD Offices and Field Staff and IMS/PIC Users help housing authorities and local government agencies to determine the needs of the users and identify gaps in the system of service delivery.</p> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2019</p>

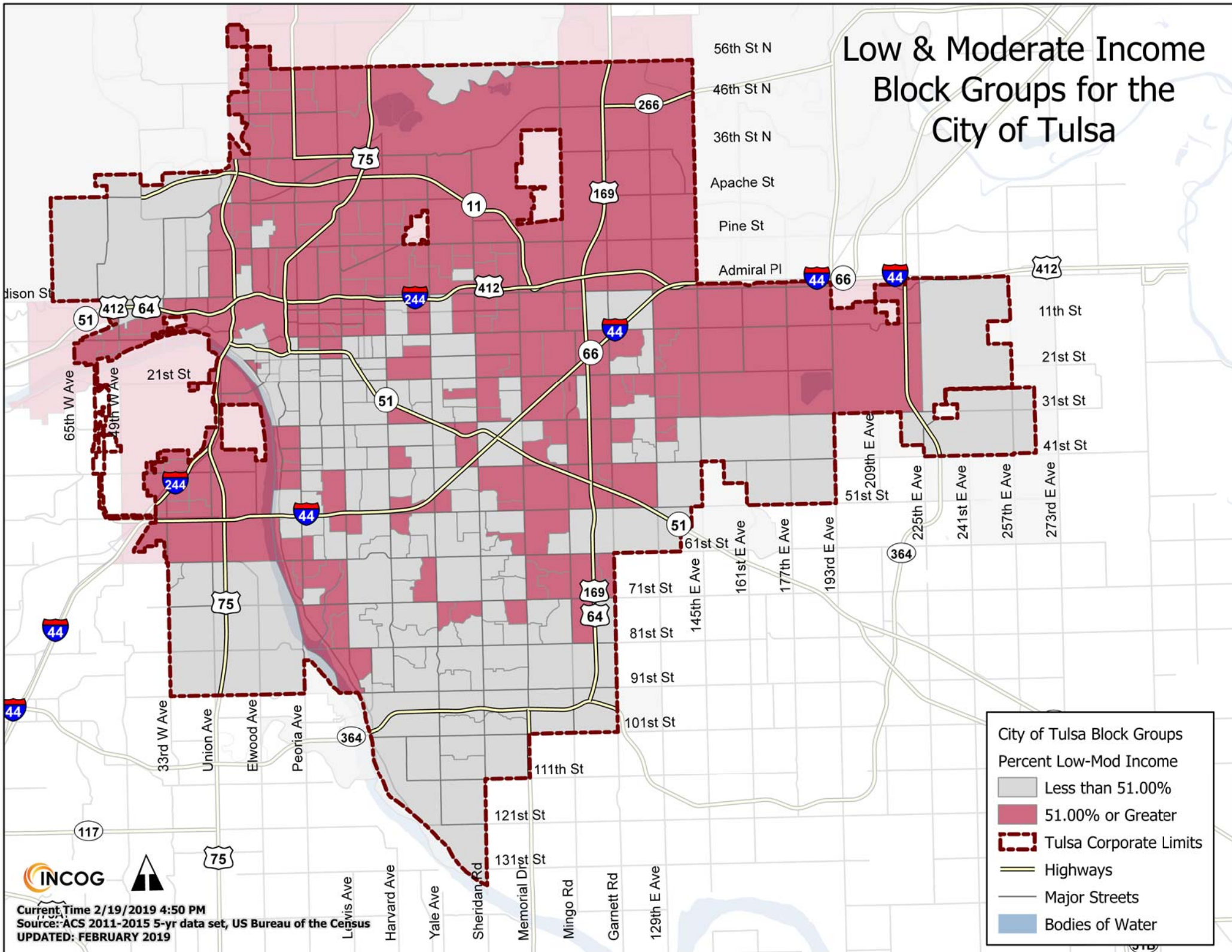
	<p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
7	<p>Data Source Name</p> <p>2017 CDC HIV Surveillance</p> <p>List the name of the organization or individual who originated the data set.</p> <p>Centers for Disease Control and Prevention</p> <p>Provide a brief summary of the data set.</p> <p>The Centers for Disease Control and Prevention (CDC) HIV Surveillance Report summarizes information about diagnosed HIV infection in the United States and other local areas. The CDC collects, analyzes, and disseminates surveillance data on HIV infection. The HIV Surveillance data is one of the nation's primary sources of information on HIV.</p> <p>What was the purpose for developing this data set?</p> <p>The CDC HIV Surveillance report is a primary source of information on HIV surveillance data, and data is used by public health partners in other federal agencies, health departments, nonprofit organizations, academic institutions, and the general public. HIV Surveillance data help to inform policy, programs, prevention efforts, planning of services, monitor clusters of HIV groups and monitor the trends of HIV infection.</p> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2017</p> <p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
8	<p>Data Source Name</p> <p>Tulsa Cares</p> <p>List the name of the organization or individual who originated the data set.</p> <p>Tulsa Cares</p> <p>Provide a brief summary of the data set.</p> <p>The HIV Housing Need data is an estimate of unmet housing needs for eligible individuals and families living with HIV/AIDS in Tulsa, OK. HOPWA grantees provide estimates of unmet needs in the areas of Tenant based rental assistance (TBRA), Short-term Rent, Mortgage, and Utility (STRMU) and Facility Based Housing (Permanent, short-term or transitional). This data is prepared by Tulsa Cares to help with estimates for HOPWA assistance in the Consolidated Plan.</p>

	<p>What was the purpose for developing this data set?</p> <p>The estimated of unmet need will help to guide the goal outcomes for HOPWA in affordable housing programs and supportive services such as TBRA, STRMU and permanent, short-term or transitional housing. This data was provided directly by the agency to assist the City with the completion of the Consolidated Plan.</p> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2020</p> <p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>
9	<p>Data Source Name</p> <p>Tulsa Public Housing Authority</p> <p>List the name of the organization or individual who originated the data set.</p> <p>Tulsa Housing Authority (THA)</p> <p>Provide a brief summary of the data set.</p> <p>The THA keeps up to-date information on total housing units in use and the total number of available units its public housing inventory. Information provided by the THA includes the number of traditional public housing units, and the current number of Housing Choice Vouchers (HCV) participants. Additional details of voucher use (project-based or tenant-based) is also provided as well as special purpose vouchers such as VASH and those reserved for disability. Data sets were prepared as part of regular ongoing operations at the THA.</p> <p>What was the purpose for developing this data set?</p> <p>Inventory use maintained by the THA help to inform the needs and identify where there are gaps in service delivery for the housing authority and other local government agencies. This data was provided directly by the agency to assist the City with the completion of the Consolidated Plan.</p> <p>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</p> <p>Tulsa, OK</p> <p>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</p> <p>2020</p> <p>What is the status of the data set (complete, in progress, or planned)?</p> <p>Complete</p>

Appendix C

Maps

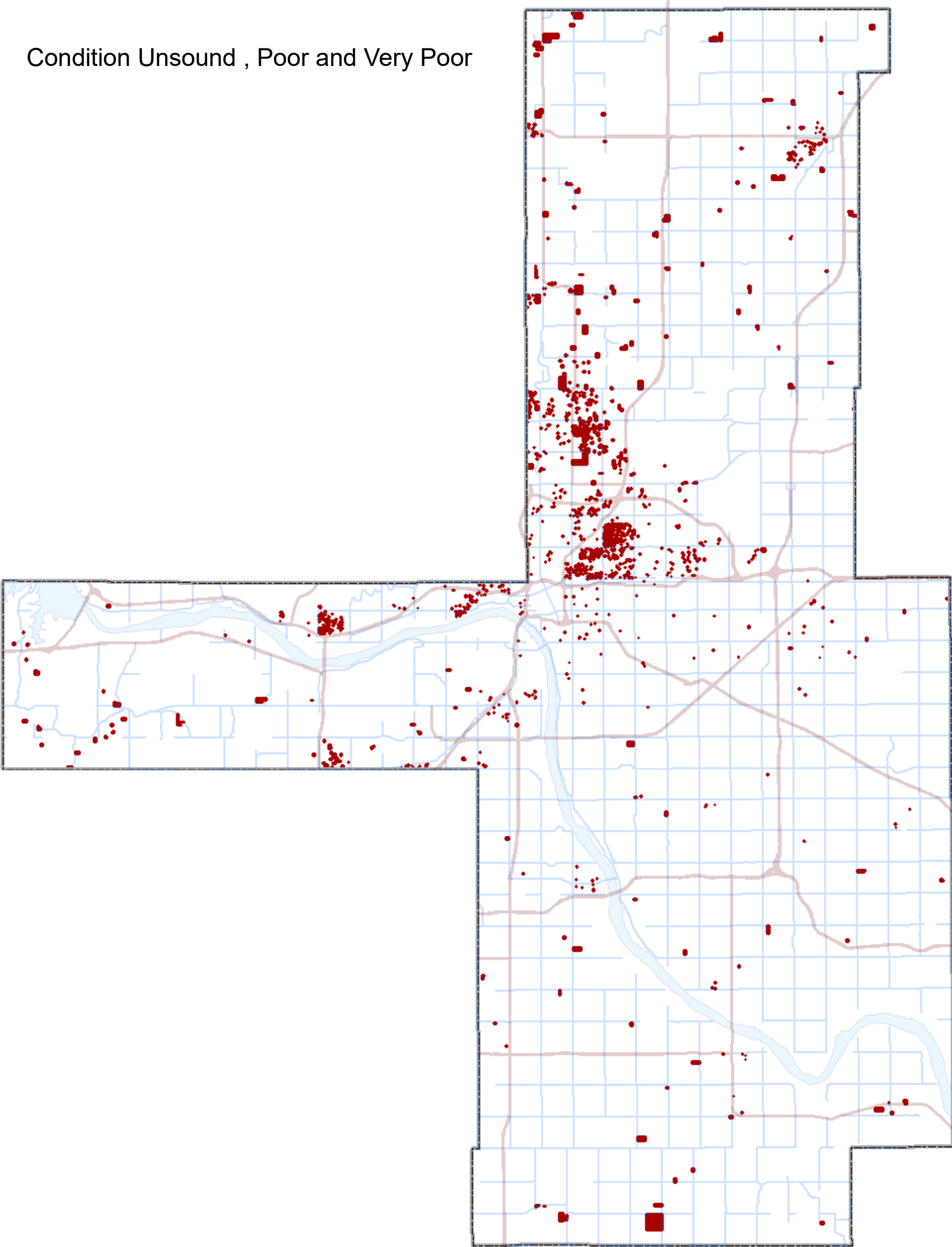
Low & Moderate Income Block Groups for the City of Tulsa



Current Time 2/19/2019 4:50 PM
 Source: ACS 2011-2015 5-yr data set, US Bureau of the Census
 UPDATED: FEBRUARY 2019

Tulsa Residential Property Conditions

Condition Unsound , Poor and Very Poor

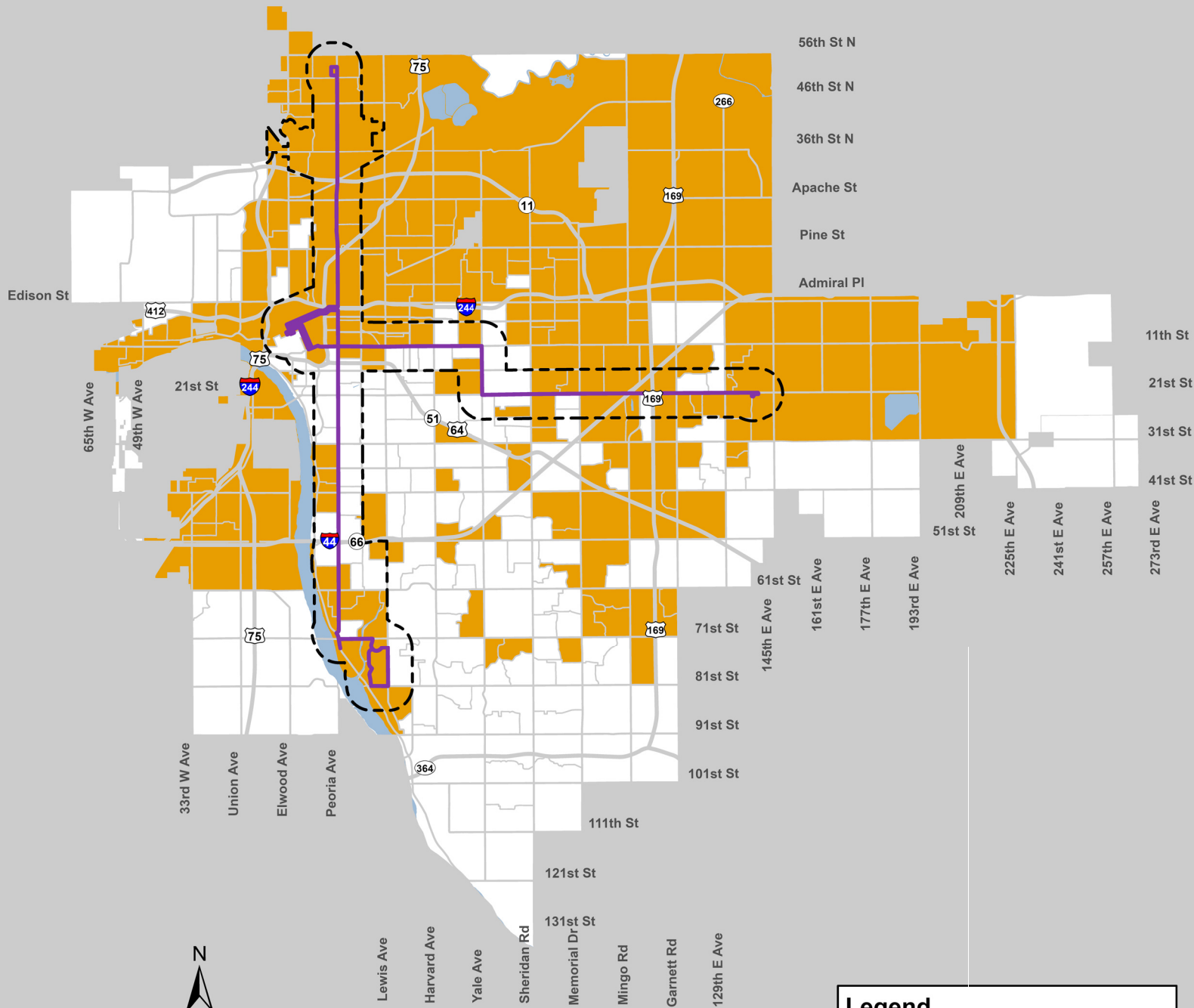


Appendix D

Target Areas

City of Tulsa

2020 - 2024 Consoildated Plan Target Area



0 0.5 1 2 3 4 Miles

Department of Finance
Budget and Planning Division
August 2019

Legend

— Peoria BRT Route

Target Area

Percent Low-Mod

Less than 51%

51% or Greater

* Half mile buffer around bus rapid transit routes plus the 36th Street North and Riverwood small area plans.

TARGET AREA INFORMATION

The 2020-2024 Consolidated Plan Target Area will focus on the areas within a ½ mile of the City's new Bus Rapid Transport (BRT) Route. The BRT route will travel north to south between 54th Street North and Peoria Avenue to 81st Street South (Via Lewis Avenue). The proposed east route will travel from the Denver Avenue Bus Station in Downtown Tulsa along 11th Street to South Yale, and from 21st and Yale to approximately S 145th East Avenue.

Eligible projects are:

- Infrastructure improvements (CDBG)
- Neighborhood facilities (CDBG)
- Facilities for persons with special needs (CDBG)
- Multi-Family New Construction / Rehabilitation (HOME)
- Single-Family New Construction (HOME)

Appendix E

ESG Standards

A Way Home for Tulsa Services Standards

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1 General

All agencies in Tulsa County providing outreach, drop-in centers, emergency shelter, coordinated entry, temporary and permanent housing, and supportive services to persons experiencing homelessness should use these standards as a benchmark and model for agency- and program-level policies and procedures.

Local funders are encouraged to use the Tulsa Homeless Services Standards to assess agency and program capacity, operations, and performance.

1.1 Purpose

The Tulsa Homeless Services Standards were developed with the expectation of providing quality, standardized services to support persons in exiting homelessness as quickly as possible and preventing its recurrence.

A Way Home for Tulsa (AWH4T) exists to plan and implement strategies that support a system of outreach, engagement, assessment, prevention and evaluation for those experiencing homelessness, or those persons at risk of homelessness, within the Tulsa County. AWH4T utilizes the Continuum of Care (CoC) model mandated by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amendment to the McKinney-Vento Homeless Assistance Act as further promulgated by the U.S. Department of Housing and Urban Development (HUD) CoC Interim Rule (24 CFR Part 578) (the Interim Rule). AWH4T's primary emphasis is on providing crisis housing, permanent housing, and related supportive services under the Housing First concept. The group's work includes gathering and analyzing information in order to determine the local needs of people experiencing homelessness, implementing strategic responses and measuring results. It is the mission of AWH4T to prevent and end homelessness in Tulsa County through partnerships among nonprofit providers, private businesses, governmental entities, philanthropic individuals and organizations, the investment community and citizens.

1.2 Key Terms

Additional key terms specifically relevant to Best Practices in Serving Transgender and Gender Non-Conforming Persons and to Coordinated Entry are found in Sections 1.6.4.1 and 2.4, respectively.

- **Assistance animal:** The term "assistance animal," under the Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 and as used in the following standards, refers to any animal that works, provides assistance, or performs tasks for the benefit of a person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person's disability. Assistance animals do not need to be individually trained or certified. If an animal fits the definition of service animal and assistance animal, it must be treated as a service animal.
- **Bedroom:** The term "bedroom," as used in the ensuing standards, refers to a room furnished with a bed and intended primarily for sleeping.
- **Chronically homeless (chronic):**
 1. A "homeless individual with a disability," who:
 - i. Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
 - ii. Has been homeless and living as described in paragraph (1)(i) of this definition continuously for at least 12 months or on at least four separate occasions in the

last three years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least seven consecutive nights of not living as described in paragraph (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility;

2. An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or
 3. A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.
- **Client:** As used in the ensuing standards, the term “client” refers to individuals or families who reside in a shelter, transitional housing, rapid rehousing, joint component transitional housing rapid rehousing, or permanent supportive housing, as defined below, or participate in programs offered by homeless street outreach, drop-in center, shelter, housing, or service providers.
 - **Continuum of Care (CoC):** A program designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.
 - **Disabling condition:** A disabling condition is defined by HUD as one or more of the following:
 1. Physical, mental, or emotional impairment (including an impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury) that meets all of the following criteria:
 - i. Is expected to be of long-continuing or indefinite duration,
 - ii. Substantially impedes the individual's ability to live independently, and
 - iii. Could be improved by the provision of more suitable housing conditions.
 2. Developmental disability – a severe, chronic disability that:
 - i. Is attributable to a mental or physical impairment or combination of mental and physical impairments;
 - ii. Is manifested before the individual attains age 22;
 - iii. Is likely to continue indefinitely;
 - iv. Results in substantial functional limitations in three or more of the following areas of major life activity:
 - a. Self-care,
 - b. Receptive and expressive language,

- c. Learning,
 - d. Mobility,
 - e. Self-direction,
 - f. Capacity for independent living,
 - g. Economic self-sufficiency; AND
- v. Reflects the individual's need for a combination and sequence of special, interdisciplinary, or generic services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated.

3. HIV or AIDS.

- **Drop-in center:** "Drop-in center" refers to a program which provides services, including information and referral, food, bathrooms, seating accommodations and telephones, in a safe, welcoming, minimally intrusive environment that is designed to foster trust and personal engagement. Drop-in centers are not cliential programs.
- **Emergency Shelter:** Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for persons experiencing homelessness in general or for specific subpopulations of persons experiencing homelessness.
- **Emergency Solutions Grant (ESG):** A program of the U.S. Department of Housing and Urban Development to provide emergency shelter to individuals and families living on the street; rapidly re-house individuals and families experiencing homelessness; and prevent individuals and families from becoming homeless.
- **Facility:** The term "facility," as used in the ensuing standards, refers to a building, buildings, or part of building used to provide site-based services, shelter, or housing to persons experiencing homelessness or participating in permanent supportive housing or rapid rehousing. The definition of "facility" does not include units occupied by clients in rapid rehousing or permanent supportive housing programs.
- **Family:** A household with at least one adult over the age of 18 and one dependent under the age of 18.
- **Homeless Management Information System (HMIS):** A web-based software application designed to record and store person-level information regarding the service needs and history of households experiencing homelessness throughout the CoC jurisdiction, as mandated by HUD.
- **Homeless:** HUD defines the term "homeless" at 24 CFR 583.5 as:
 - 1. A person sleeping in a place not meant for human habitation (e.g., living on the streets) OR living in a homeless temporary shelter;
 - 2. An individual or family who will imminently lose their primary nighttime residence within the next 14 days with no subsequent housing identified;
 - 3. Families or youth under age 25 who meet other Federal definitions of homelessness; or
 - 4. A person fleeing or attempting to flee domestic violence.
- **Housing First:** "Housing First" means the evidence-based model that uses housing as a tool, rather than a reward, for recovery and that centers on providing or connecting people

experiencing homelessness to permanent housing as quickly as possible without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Housing First providers offer services on a voluntary basis as needed to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

- **Internal appeal process:** The term "internal appeal process," as used in the ensuing standards, refers to a mechanism for clients to appeal the results of the internal grievance procedure or to appeal unfavorable admissions or eligibility decisions, shelter guidelines, sanctions or expulsions.
- **Internal grievance procedure:** The term "internal grievance procedure," as used in the ensuing standards, refers to a mechanism for clients to file official complaints about inadequate shelter or housing conditions or improper staff behavior.
- **Outreach services:** "Outreach services" refer to street outreach or mobile outreach teams that are designed to bring the existing service delivery system to the person or family served. These services are offered to persons and families who have unmet needs and who are not served or are under-served by existing service delivery mechanisms in the community.
- **Permanent supportive housing:** "Permanent supportive housing" refers to a type of long-term permanent housing that is organization-sponsored and which provides housing linked with supportive services to persons experiencing homelessness with disabling conditions. Permanent supportive housing is designed to encourage maximum independence among its clients.
- **Program:** The term "program," as used in the ensuing standards, refers to the entity that is providing the housing or services, which may include shelter, housing, supportive services, outreach services, drop-in center, or any other social services whether they are provided in a residential or non-residential setting.
- **Rapid rehousing:** The term "rapid rehousing" refers to a type of permanent housing program, which offers time-limited rental subsidies and case management. The aim of rapid rehousing is to move individuals and families into permanent housing as rapidly as possible, and to provide supports necessary for clients to achieve independence and long-term housing stability.
- **Reasonable accommodation:** The term "reasonable accommodation" refers to a change in a shelter or service provider's usual guidelines, policies, or practices when a change is necessary and reasonable for a client with a disability to fully use and enjoy the program. The accommodation has to be directly related to the individual's disability without creating an undue hardship on the provider.
- **Safe Haven (SH):** A form of supportive housing that serves hard-to-reach persons with severe mental illness who come primarily from the streets and have been unable or unwilling to participate in housing or supportive services.
- **Service animal:** A "service animal" is defined under the Americans with Disabilities Act (ADA) as a dog or miniature horse that is individually trained to perform tasks or do work for a person with a disability. The work or task trained for must directly relate to the person's disability. The animal may be trained professionally, by the user, or by others. A service animal's training does not have to be documented or certified. If an animal fits the definition of service animal and assistance animal, it must be treated as a service animal.
- **Shelter:** The term "shelter," as used in the ensuing standards, includes all three types of shelters, temporary, basic and service-enriched, as defined below. When the standards apply only to a certain type of shelter, specific language is used to clarify the designation.

- **Temporary or winter shelter:** The terms "temporary shelter" or "winter shelter," as used in the ensuing standards, refer to all temporary or seasonal emergency shelters, including rotating church shelters, that provide shelter in a non-permanent location, for a limited period of time, to individuals and families having neither a home nor the means to obtain a home or other temporary lodging. These shelters may be set up in response to natural disasters, harsh climactic conditions, or other emergencies. The programs and/or facilities are temporary and are not meant to exist beyond the length of the emergency or winter season.
- **Basic shelter:** The term "basic shelter," as used in the ensuing standards, refers to facilities providing shelter in a permanent location, for a limited period of time, to individuals and families having neither a home nor the means to obtain a home or other temporary lodging.
- **Service-enriched shelter:** The term "service-enriched shelter," as used in the ensuing standards, refers to facilities that provide shelter and services in a permanent location, for a limited period of time, to individuals and families having neither a home nor the means to obtain a home or other temporary lodging. Service-enriched shelters are distinguished from basic shelters by the provision of services, such as case management, substance abuse treatment, and/or mental health counseling, which support clients' transition to stability.
- **Supportive Services for Veteran Families (SSVF):** A U.S. Department of Veterans Affairs program that provides supportive services grants to assist very low-income Veteran families residing in or transitioning to permanent housing, to promote housing stability.
- **Transitional housing:** For the purposes of these standards, "transitional housing" must comply with the standards of service-enriched shelters except where existing law requires a different standard. Transitional housing programs offer housing combined with an array of support services, for an extended, but not permanent length of time where clients may pay a percentage of their income towards their housing cost. Transitional housing is designed to provide people with the structure and support they need to address critical issues contributing to their homelessness and to teach the skills necessary to maintain permanent housing and maximum self-sufficiency.
- **Veteran:** An individual who has served in any branch of the United States Military, regardless of status of discharge. Service may be substantiated through any of the following: DD Form 214, Veteran Status Query and Response Exchange System (SQUARES); VA Medical Center Hospital Inquiry (HINQ); VA Computerized Patient Record System (CPRS); Veteran Benefits Administration benefit award confirmation document(s); or through the local SSVF provider.
- **Youth:** Individuals or families in which the head of household is 24 years of age or younger not accompanied by a parent or guardian during a homelessness episode, including parenting youth. Also referred to as "unaccompanied youth" or "transitional age youth".

1.3 Staff

The ideal staff/client ratio should be determined based on the unique needs of the population(s) served, the physical configuration of the program (per building/site), and the number of clients served. For site-based programs, programs have trained, on-site staff persons (paid or volunteer), available and accessible in sufficient number to provide a safe environment during all hours that a facility is open to clients.

Appropriate criminal background checks will be conducted on all staff members that work with children. Programs must have a policy prohibiting staff from establishing sexual relationships with program clients.

Programs create repeatable systems for hiring that minimize individual bias and maximize organizational objectives. Programs conduct deliberate outreach to and by diverse individuals to diverse networks to ensure that applicants to open staff positions are diverse and actively cultivate relationships with individuals from underrepresented backgrounds. Deliberate outreach to individuals and organizations across industries allows for access to fresh pools of talent with a greater diversity of backgrounds. Programs use language for job announcements, marketing materials, and applications for professional development programs that is inclusive and encourages diverse people to apply.

1.3.1 Staff Training

All programs must ensure that staff receive regular, high-quality training, including staff participation in CoC training. The CoC has the responsibility of providing access to training to support programs in implementing these homeless services standards.

For site-based programs, there is at least one staff person on-site at each facility at all times who has had training and orientation on the following topics:

1. CPR
2. First Aid
3. Crisis intervention and de-escalation techniques
4. Cultural sensitivity
5. Sexual harassment
6. Universal Precautions (disease transmission prevention)
7. Child abuse/neglect reporting laws (if program provides services to children)
8. Search and Seizure/Probable Cause (shelter programs only)
9. TB Prevention (shelter programs only)
10. Medication handling (shelter programs only if shelter handles medication)

In temporary or winter shelters, staff receive at minimum a one-time training per season/year on these subjects.

1.4 Admission Procedures, Eligibility, and Documentation

Programs have committed themselves to promoting equal opportunity and non-discriminatory treatment in all aspects of the housing related services they provide and to comply with and support the federal government, the State of Oklahoma and the City of Tulsa in prohibiting any and all forms of discrimination against classes identified in the following:

- The Federal Fair Housing Act ("FHA" 42 U.S.C 3601, 3602, 3603, 3604, et seq.), the implementing regulations at 24 CFR part 100, Executive Order 11063, HUD Notice CPD-15-02 and 24 CFR Parts 5, 200, 203, 236, 400, 570, 574, 576, 882, 891 and 982.
- The Oklahoma Fair Housing Act ("OKFHA" Okla. Rev. Statutes Title 25 §1451, et seq.).
- Tulsa Revised Ordinances, Title 5 §104.

As a matter of internal policy and in conformity with the authorities referenced above, programs do not support any form of discrimination based on any other factor illegal under federal, state or city statute,

regulation or ordinance (any of which is an "Unlawful Category"). Programs may not discriminate on the basis of race, color, national origin, religion, sex, age, familial status, ancestry, marital status, sexual orientation, gender identity, or disability. Programs must provide notice of this non-discrimination policy to clients and prospective clients.

The program's admission process must include written eligibility criteria that are fair and objective. The process must also include verbal or written notification in no higher than a fifth grade reading level, in the frequently encountered languages of limited English proficient groups eligible to be served by the program, or in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters), upon request, of reasons for non-acceptance. The eligibility information must be made available to clients at intake and staff must provide answers to questions about the admission criteria and process.

Programs must have formal appeal procedures through which clients may appeal unfavorable admission or eligibility decisions. Programs must provide clients with a copy of the policy for appeals at intake in no higher than a fifth grade reading level and in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters). See *Procedures to Protect Client Rights, Section 1.6*. In addition, any person who believes that they or a family member has experienced actions in violation of any of the above policies may report the issue to the CoC. The CoC will investigate the claim and take remedial action as appropriate, taking into account the outcomes of the program's established due process procedures.

1.4.1 Housing First

Programs adhere to a Housing First approach to applicant admission, which is also reflected in their written policies and procedures:

- Tenant screening and selection practices promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, mental health status, or participation in services.
- Applicants are not rejected on the basis of poor credit or financial history, employment status, poor or lack of rental history, criminal convictions unrelated to tenancy (except as mandated by funding requirements), or behaviors that indicate a lack of housing readiness.
- Any rejections of potential clients for safety or health reasons should be rare and considered on a case by case basis. A program may reject a potential client if they have posed a direct threat to the health or safety of the program's staff or clients in the past, subject to the program's written guidelines regarding expulsion, which specify whether and when expelled clients may again be eligible for program participation. Programs may not make assumptions about how a particular potential client is likely to behave based on past experience with other clients.

1.4.1.1 Housing First and Youth

A youth-focused approach to Housing First goes beyond assisting young people merely to become independent, but rather, enables them to make a successful transition to adulthood. Accommodation and supports must first be designed and implemented in recognition of the developmental needs and challenges of youth and second, foster and enable a transition to adulthood and wellness based on a strengths-based approach.

In addition to accessing housing (and obtaining rent supplements), young people are provided with a range of social supports include facilitating reconnection with family and natural supports where safe and appropriate, are provided with referrals and assistance in accessing services and supports, in re-engaging with education and training and setting career goals and career goals. In terms of youth engagement, young people are supported in volunteering, exploring community resources and

opportunities in their community, attending community events, identifying interests and exploring opportunities for them to become involved in programming.

Some youth – particularly very young teens – may not have attained the necessary life skills, independence and maturity to maintain their own apartment (while others will). Furthermore, young people with mental health and addictions issues (or a combination of both) in some cases find that independent living is isolating and may become an enabling environment for drug use and therefore would prefer to address other developmental/health issues prior to independent living. Young people are able to exercise some choice regarding the location and type of housing they receive (e.g., neighborhood, congregate setting, scattered site, etc.). Choice may be constrained by local availability and affordability. This may mean that some young people want independent scattered site housing, but others may feel that congregate transitional housing models better suit their needs.

For young people with addiction challenges, a recovery orientation means access to a harm reduction environment. However, as part of the spectrum of choices that underlies both Housing First and harm reduction, people may desire and choose ‘abstinence only’ housing. There should be no requirement of sobriety or abstinence.

1.4.1.2 Recovery Housing

Notwithstanding its emphasis on a Housing First approach, AWH4T also recognizes the importance of providing individual choice to support various paths towards recovery. Some people pursuing recovery from addiction express a preference for an abstinence-focused residential or housing programs where they can live among and be supported by a community of peers who are also focused on pursuing recovery from addiction. AWH4T supports individual choice by ensuring that housing options are available for people at all stages of recovery, including people who continue to use drugs or alcohol and people who are opting and striving for abstinence. Housing First and recovery housing should be developed to run robustly in parallel ways that allow persons to move freely back and forth between them as the individual chooses.

Where a person experiencing homelessness with a substance use disorder indicates that their preference is to live in a community that uses a peer community to support sobriety, recovery housing is an appropriate option. The key is that the program participant has sought out this type of program as their preferred choice for supporting their personal commitment to their sobriety and holistic recovery.

Recovery housing programs provide a progression of supports throughout the recovery process. Programs focused on addiction treatment and recovery that are short-term provide more intensive supports, particularly at the beginning of the recovery process, while longer-term programs provide fewer supports.

Recovery housing programs to have the following defining characteristics and best practices:

1. Program participation is self-initiated (there may be exceptions for court ordered participation) and residents have expressed a preference for living in a housing setting targeted to people in recovery with an abstinence focus;
2. There are minimal barriers to entry into programs, so that long periods of sobriety, income requirements, clean criminal records, or clear eviction histories are not required for program entry;
3. Generally, housing is single-site because of the benefits of the creation of a recovery-oriented community, but may include other housing configurations;
4. Residents have personal privacy and 24/7 access to the housing, with community space for resident gatherings and meetings;
5. Holistic services and peer-based recovery supports are available to all program participants;
6. Along with services to help achieve goals focused on permanent housing placements and stability, and income and employment, programs provide services that align with participants’

choice and prioritization of personal goals of sustained recovery and abstinence from substance use;

7. Relapse is not treated as an automatic cause for eviction from housing or termination from a program – the program includes relapse support;
8. Discharge from the program should only occur when a participant's behavior substantially disrupts or impacts the welfare of the recovery community in which the participant resides, and the participant may apply to reenter the housing program if they express a renewed commitment to living in a housing setting targeted to people in recovery with an abstinence focus; and
9. Participants who determine that they are no longer interested in living in a housing setting with an abstinence focus, or who are discharged from the program or evicted from the housing, are offered assistance in accessing other housing and services options, including options operated with harm reduction principles.

1.5 Protocols, Policies, and Procedures

Programs have reasonable guidelines for clients that are appropriate for the program model, target population, and services provided. Such guidelines clearly inform clients of the obligations upon which their continued participation in the program depends and the sanctions for non-compliance. Programs provide clients with a copy of the guidelines at intake in the frequently encountered languages of limited English proficient groups eligible to be served by the program and in a fashion readily acceptable to accommodate hearing impaired, Deaf, and sight impaired individuals. In addition, it makes immediately available and accessible the guidelines in a location readily accessible to clients and visitors in no higher than a fifth grade reading level, in the frequently encountered languages of limited English proficient groups eligible to be served by the program, and in a fashion readily accessible (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters).

The program guidelines specify the rights of clients and the procedures in place to protect their rights and dignity. *See Procedures to Protect Client Rights, Section 1.6.* This information is provided in a manner which is clear and easily understood by clients. The program guidelines are applied to all clients, unless a client has asked for a reasonable accommodation due to their disability. Clients are permitted to exercise these rights without fear of reprisal.

The program guidelines include the policy and procedures governing how and when searches of clients' private possessions may be conducted, if applicable. The program guidelines specify the reasons or conditions for which a client may be sanctioned or expelled, including those behaviors which constitute gross misconduct and are grounds for immediate discharge from the program and those which would prompt a written warning if violated and potential discharge if violated repeatedly and specifying whether and when expelled clients may again be eligible for program participation. The program guidelines describe the formal appeal procedures through which clients may appeal program regulations, sanctions or expulsions.

1.5.1 Protection of Client Choice

Programs adhere to a Housing First approach, which is also reflected in their written policies and procedures:

- Supportive services that are highly tenant-driven without predetermined goals and that emphasize engagement and problem solving over therapeutic goals and service plans.
- Participation in services or program compliance is not a condition of housing tenancy or program participation.
- The use of alcohol or drugs in and of itself, without other program guideline violations, is not a reason for termination from the program.

- Case managers and service coordinators are trained in and actively employ evidence-based, trauma-informed practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.
- Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.
- Program facilities may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.
- Programs serving homeless youth should use a positive youth development model and be culturally competent to serve unaccompanied youth under 25 years of age. Providers should work with the youth to engage in family reunification efforts, where appropriate and when in the best interest of the youth.

1.6 Procedures to Protect Client Rights

1.6.1 Basic Rights

The rights and dignity of clients are respected by program staff and policies. At a minimum, clients are afforded the following rights and protections:

- Clients are entitled to safe, healthy environments for service delivery, housing, and shelter. Clients are treated with respect and dignity as individuals.
- Clients with disabilities receive reasonable accommodations as needed under the Fair Housing Act and Titles II and III of the Americans with Disabilities Act.
- Programs maintain clear, transparent policies and procedures to inform clients about eligibility, admissions, sanctions, dismissal, and grievances. Clients have the right to remain in the program and may not be dismissed involuntarily without reasonable cause, notice, and due process.
- Confidentiality of clients' information is respected, with necessary exceptions with full disclosure to clients for referrals and further treatment. This includes medical, financial, personal, behavioral health, and other information which a client might reasonably expect to be kept private. Clients sign clear disclosure statements regarding any private information that will be shared.
- Programs provide client-centered services and reasonable flexibility to tenants in paying their rent, including special payment arrangements such as representative payee or assistance with financial management.
- Programs make efforts to maximize client choice in housing and services, including type and location of housing when possible.
- Housing program staff help tenants understand their legal obligations as tenants to reduce the risk of eviction.

1.6.2 Opportunities for Clients in Program Administration

Programs recognize the value of client voice in improving program design and community impact. Programs strive to gather meaningful feedback and utilize it to improve service delivery and system design:

- Programs provide meaningful opportunities for clients to give input and be involved in program design and policies.
- Clients have ongoing opportunities to share opinions and make suggestions.
- Programs have policies outlining how client feedback will be utilized and heard, how it will reach high-level staff and be considered when designing and implementing programs.

1.6.3 Protection Against Discrimination

Programs do not discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, age, familial status, ancestry, marital status, sexual orientation, gender identity, or disability – shelter, housing, and services programs ensure equal access to all eligible households. Disability and mental health status are never reasons to deny services or program access to a potential client.

Programs require ongoing staff participation in CoC training around inclusion and unconscious bias mitigation, with an emphasis on senior and mid-level managers and hiring/recruiting officials.

Programs maintain a written policy on religious freedom of clients and staff. Clients are not required to participate in religious worship or instruction, and any religious activities – including activities that involve overt religious content such as worship, religious instruction, or proselytization – must be performed separately in time or location from programs that are supported with direct Federal financial assistance (including through prime awards or sub-awards). Program staff do not, in providing assistance, discriminate against a client or prospective client on the basis of religion or religious belief. In providing services and in their outreach activities related to such services, programs do not discriminate against current or prospective clients on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

Clients with disabilities receive reasonable accommodations to allow program participation. Programs grant client requests to change program policies or procedures when reasonable and necessary due to client's disability. Such an accommodation is treated equally whether requested at intake, during participation, or at exit.

Staff and clients have the right to report discrimination or harassment without fear of retaliation by the program or staff. Programs continually review policies and procedures in order to reasonably accommodate client needs.

1.6.3.1 Service Animals

In shelter and public services spaces, service animals are allowed in all areas of the facility where clients are customarily allowed to go. This includes common areas and sleeping areas in shelters. Clients may not be asked to pay a fee related to their service animals.

Staff may not request documentation for service animals. Staff may only ask the person with a service animal two questions:

1. "Is this a services animal that is required because of a disability?"
2. "What work or tasks has the animal been trained to perform?"

If it is readily apparent or already known that the animal is trained to do work or perform tasks for a person with a disability, staff may not make these inquiries. Staff cannot ask for documentation, ask about the nature of the disability, or require the animal to demonstrate.

Please note that service animals are subject to the same licensing and vaccination rules that are applied to all dogs by local animal control and public health requirements, including the City of Tulsa Animal Welfare Department. Program staff may ask a client to provide documentation of their animal's compliance with local law, or if that is not available, arrange for a veterinarian to examine and/or vaccinate the animal.

Agencies make reasonable modifications to allow service animals unless the modification would fundamentally alter the nature of the services or facilities. ADA-covered facilities cannot deny access unless the animal is out of control and the handler does not effectively act to control it, is not housebroken (trained to control waste elimination except in illness or accident), or poses a direct threat to the health or safety of others that cannot be reduced to an acceptable level by modification of other policies or practices. Any determination of direct threat from the animal must be based on individualized assessment of the specific animal's conduct, not on breed stereotypes or other generalizations.

1.6.3.2 Assistance Animals

Housing and shelter providers may not refuse to make reasonable accommodations in protocols, policies, practices, or services when necessary to give a person with an assistance animal equal opportunity to use and enjoy a dwelling. Providers should engage in an interactive process with the client to discuss proposed accommodations or reasonable alternatives.

If not already known or apparent, providers may request reliable documentation of a disability and the client's disability-related need for the assistance animal. Providers may not request extensive documentation or medical records.

Housing and shelter providers may refuse to allow a particular assistance animal if it would cause undue financial or administrative burden, fundamentally alters the nature of the housing provider's services, directly threatens the health or safety of others, or causes substantial physical damage to the property of others.

1.6.4 Best Practices in Serving Transgender and Gender Non-Conforming Persons

The Equal Access Rule, announced in January 2012, codified HUD's commitment to the fair administration of its funded projects "regardless of marriage status, sexual orientation or gender identity." Following that announcement, in September 2016, HUD further required that decisions related to placement and accommodations in single-sex shelters and facilities must be made in accordance with the client's gender identity. The Equal Access Rule prohibits discrimination on both actual and perceived gender identity. The purpose of these best practices is to ensure the safety, dignity, and well-being of transgender and gender non-conforming persons accessing programs.

1.6.4.1 Common Definitions

The best practice is to treat transgender and gender non-conforming clients with respect. Respect is key to ensuring safety and equal access for all clients. Use of language is one way that staff can show respect. Staff should take care to use words that affirm clients' identities and to avoid words that are offensive.

Transgender and gender non-conforming people vary in what terms they use and prefer to use to describe their experiences. If you are unsure if a term is affirming or offensive to an individual client, you may ask the client what terms they prefer.

The following list of common definitions will be helpful when working with transgender and gender non-conforming clients:

- **Assigned sex:** A person's sex as assigned at birth, typically by a doctor or midwife, based on the person's internal and/or external anatomy. One's assigned sex may or may not correspond to one's gender identity or expression.
- **Gender affirmation surgeries:** Also known as "sexual reassignment surgery." A variety of medical treatments that may be recommended by a healthcare provider to a transgender person in order to treat distress caused by the discrepancy between their gender identity and sex assigned at birth. There is not just one surgery but many surgeries. Avoid using the term "sex change surgery."
- **Gender identity:** A person's internal or innate sense of being male, female, or another gender. One's gender identity may or may not match their assigned sex at birth and may or may not be visible based on outward appearance.
- **Gender expression:** A person's external expression of gender identity (note that many times people do not feel they can safely express their gender identity). Gender expression may be exhibited through behavior, clothing, hairstyle, body language, and voice. Gender expression does not always correspond to a person's gender identity and may change over time or even day-to-day.
- **Gender non-conforming person:** An individual who does not conform to traditional gender roles or stereotypes. Traditional roles and stereotypes vary based on different cultural and societal ideals. Individuals may be perceived as having a different gender than their outward appearances (behavior, clothing, hairstyle, body language, voice).
- **Gender transition:** Gender transition is a personal process that a transgender person goes through when they begin to live and identify as the gender they see themselves as. This process includes a social transition, with a person changing their gender expression, such as clothes and hairstyle. It also includes a change in pronouns, and possibly their first name, to be reflective of the gender they are transitioning to. This process may also include support from a therapist and a medical transition, which can be hormone replacement therapy and/or gender affirmation surgeries. Some transgender people may not have access to gender affirmation medical treatment due to the prohibitive cost, lack of access to providers, physical health issues, lack of health insurance coverage, and/ or personal reasons. The reality is that many transgender people live, present, and are accepted as the gender they see themselves as without gender affirmation medical treatment, hormones, and/or gender affirmation surgeries.
- **Preferred name:** The name with which a person identifies and prefers others to use. A person may or may not do a legal name change.
- **Sexual orientation:** An individual's physical or emotional attraction to the same and/or opposite sex. Sexual orientation is distinct from one's gender expression or identity.

- **Transgender:** An umbrella term for people whose gender identity and/or gender expression is different from their assigned sexes, whether or not they have had any gender-related medical or surgical treatments. Avoid saying “a transgender” and the spelling “transgendered.”
- **Transgender man (or “FTM”):** A person who has transitioned from “female to male,” meaning a person who was assigned female sex at birth but now identifies and lives as a male. The individual may or may not have undergone medical treatments. Transgender men use male pronouns like “he,” “him,” and “his.” Avoid saying “a transgender” and the spelling “transgendered.”
- **Transgender woman (or “MTF”):** A person who has transitioned from “male to female,” meaning a person who was assigned male sex at birth but now identifies and lives as a female. The individual may or may not have undergone medical treatments. Transgender women use female pronouns like “she,” “her,” and “hers.” Avoid saying “a transgender” and the spelling “transgendered.”

1.6.4.2 Recommended Policies and Procedures

1.6.4.2.1 Respect at All Stages

Program staff take steps to show transgender and gender non-conforming clients that they are welcome and respected. At all times, starting with intake and ending with discharge, program staff refer to clients by clients' preferred names and pronouns. In addition, program staff do not ask probing questions about a client's gender identity or gender expression unless the information is relevant to ensuring that the client has a safe stay or a positive experience in the program. For example, a staff member working with a client to determine sleeping arrangements does not inquire about whether the client has had any gender affirmation surgeries. If the client raises a topic, then the staff member can discuss it with the client, as long as the discussion is respectful and on the client's terms.

If the information is collected, intake forms include a space for “gender identity or preferred gender,” “preferred name,” and “preferred pronouns,” as opposed to “legal name” and “sex.” If there are forms that are not within the program's purview to change, staff explain the limitations of the form to the client so that the client understands that the shelter or program staff supports the client's identity. Throughout the process, intake staff should avoid making assumptions about a client's gender based on anything other than the client's description of their own gender. For example, staff should not assume gender based on the client's voice, clothing, appearance, or documentation or ID.

1.6.4.2.2 Confidentiality

When working with transgender and gender non-conforming clients, it is especially important to respect the clients' right to privacy. Disclosing a person's status as transgender may put that client's safety at risk. For example, program staff must be careful to always use the client's preferred name and pronouns, since using a former name or the wrong pronoun could disclose a client's status as a transgender person. Furthermore, program staff should discuss in a private/confidential space any matters that could disclose a client's transgender status.

If information regarding a client's legal name and/or sex at birth is needed and/or collected, it should be kept confidential unless the client chooses to disclose or requests that staff disclose this information. A breach in this protocol may endanger a transgender person's safety. Only staff who must know, in order to keep the client safe or for essential functions, should be told of the client's transgender or gender non-conforming status, unless the client freely chooses to share this information.

1.6.4.2.3 Harassment

Harassment can be traumatic for any client. Programs should revise their existing harassment policies to explicitly cover harassment related to gender identity and expression. Specific forms of harassment that

a transgender or gender non-conforming person may confront based on their gender identity or expression include, but are not limited to, the following:

- Deliberately not using the client's preferred name, misusing a form of address, and/or not using the preferred gender pronoun
- Asking inappropriate personal questions about the client's body, genitals, gender identity or expression, or gender transition, including whether the individual has or plans to have medical or surgical procedures
- Disclosing to others that the client is transgender or gender non-conforming
- Posting offensive pictures, or sending offensive electronic or other communications related to the client, including telephone, internet, and text-messaging harassment
- Making derogatory remarks, jokes, insults, threats, or epithets including negative stereotypes about transgender and gender non-conforming people or homophobic comments in the presence of any client
- Asking a client's former name

In addition to taking initiative to ensure that no staff or clients engage in harassment, programs take all possible steps to ensure that no outside vendors, service providers, or other third parties harass transgender or gender non-conforming clients. If any instance of harassment does occur, program staff and leadership follow the same policies and procedures as with any other client issue and with the same level of urgency as they would use for harassment based on race, color, national origin, religion, sex, age, familial status, disability, ancestry, marital status, sexual orientation, gender identity, or any other category or identity. Policies and procedures should:

- Include specific behaviors that violate standards of respectful behavior, such as language, actions and non-verbal intimidation
- Escalate corrective actions if an individual repeats the same violation of standards after educational opportunities are offered
- Focus corrective actions on aggressors who violate project protocols, not on the subject of their harassment
- If a client continues to disrespect a transgender individual, consider as interim steps:
 - Requiring that the harassing client stay away from the transgender individual
 - Making changes in sleeping arrangements without limiting the freedom of the transgender individual, for example, by moving the harassing client
 - Pursuing other interventions that do not result in the expulsion of the harassing client

In no instances should interim or final steps involve expulsion of the harassed client.

1.6.4.2.4 Protecting Client Choice

In circumstances in which shelters, programs, housing, or other facilities (e.g., showers, bathrooms) are sex segregated, transgender individuals are accommodated based on the gender the individual lives and identifies as. For instance, a transgender woman (MTF) should be placed in women's programs, and a transgender man (FTM) should be placed in men's programs, unless the individual indicates that they wish to be placed elsewhere. Some transgender and/or gender nonconforming individuals may not feel ready to be in the gendered space with which they identify. A failure to appropriately assign transgender

and/or gender non-conforming clients could result in violence, harassment, sexual assault, and other types of abuse.

Transgender and gender non-conforming persons are allowed to stay in a sex-segregated program and access sex-segregated facilities that correlate with the gender with which they identify. These choices should not be made by staff and should not be dependent on gender-related medical treatment or status. The majority of transgender clients will choose women's programs and facilities if they live and identify as women, and men's programs and facilities if they live and identify as men. However, a client who feels that they would be unsafe in the program that matches their gender identity should be allowed to stay/participate in another program in which they feel safe.

Programs discuss with transgender and gender non-conforming clients their concerns regarding personal, emotional, and/or physical safety. Review all available options for sleeping arrangements and bathroom and shower facilities, including men's, women's, and gender neutral or single occupant. Conduct these conversations in such a way that they are private and confidential and do not bring unwanted attention to the individual or situation. A client may change their preferred gender or name during their participation in the program. When this occurs, staff discusses options with the client and identify whether any changes in accommodations should be made in order to ensure the client's safety and well-being.

Men's and women's programs post welcoming messages. For example, a women's program could post a sign saying: "We have many types of women here: women of different races, religions, sexual orientations, gender expressions, and gender identities."

1.6.4.2.5 Implementation

Programs should take steps to create an accepting environment. Doing so will also help educate staff and other clients. The following are specific actions that programs can take to demonstrate that their environment is accepting:

- Posting welcoming signs that indicate "transgender people are welcome here" or "we serve many types of women here" and making materials with information about resources available to transgender and gender non-conforming clients freely available and easily accessible to all clients
- Making immediately available and accessible the shelter or program's non-discrimination policy in clear sight of all clients
- Including this section of Tulsa Homeless Services Standards in the staff and volunteer handbooks, for the easy reference of both new hires and seasoned staff

1.6.5 Protection of Privacy

Clients are entitled to enjoy the maximum amount of privacy under the circumstances.

Clients have the right to have private written and verbal communications, including the right to meet with legal representatives and legal counsel.

Clients are entitled to receive and send mail or any other correspondence without interception or interference, where mail service is available.

1.6.6 Protection Against Unreasonable Searches and Seizures

1.6.6.1 Programmatic or Routine Searches

Routine or programmatic searches are searches or inspections that do not target individual clients but are conducted for all clients on a routine basis according to a program's written policies and procedures. Programmatic or routine searches include routine bag checks when clients enter program facilities, and

room inspections for purposes of pest control. Searches may only be conducted on a programmatic or routine basis when the program has a sufficiently compelling policy reason to conduct such searches, and the search is the least intrusive means to accomplish the goal.

Programmatic or routine searches are permitted only within program facilities, or as a condition to entry to a program facility. Programs must have written policies and procedures regarding when and how program staff will conduct routine searches and what will be done with items of client property that are not permitted in the program facility. Clients must be informed of the program's policies and procedures regarding routine searches, including storage of items not permitted in the program facility, treatment of illegal or dangerous items, and any consequences to the client, at or prior to entry into the program.

Clients must be permitted to refuse to consent to a routine search and elect to exit the program. If a client possesses items not permitted in the program facility, the client must be given the option to retain the items and decline to enter the facility.

Where feasible, programs should offer to retain and store items for the client and return the items when the client exits the facility. If the client chooses to surrender items not permitted in the facility, and the program cannot legally or safely store items (e.g., weapons, illegal drugs), program staff should contact law enforcement or other appropriate authority to arrange for storage or disposal. The program may not disclose information regarding the client's possession of illegal or dangerous items, without the client's prior written consent. Clients must be informed of this course of action prior to surrendering the item.

1.6.6.2 Targeted Searches and Seizures

The following standards apply to congregate living facilities, including site-based emergency shelters and site-based transitional housing. Programs and program staff should not conduct targeted searches of clients or seize client property in other types of facilities (e.g., program offices, facilities providing supportive services), or in permanent housing units occupied by clients. All programs and program staff must respect tenants' rights and protections, when they apply.

Programs must have a policy and procedure governing when and how searches of clients' private possessions may be conducted. These policies and procedures must be in writing and shall be in no higher than a fifth grade reading level, in the frequently encountered languages of limited English proficient groups eligible to be served by the program, and in a fashion readily accessible to accommodate sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters). These policies and procedures either shall be given to clients at intake or made immediately available and accessible.

The program guidelines include the policy and procedures governing how and when searches of clients' private possessions may be conducted. Unless the law requires otherwise, searches will only be conducted when there is "probable cause" to believe that the person has in his or her possession something which may jeopardize the safety of other clients or staff, including a weapon, or illegal material, including illegal drugs. The search policy must include specific factors to be considered in determining "probable cause." The least intrusive means to search will be utilized. The more intrusive the search, the more compelling the circumstances must be to justify the search.

Searches must be made in a reasonable manner with respect for the individual's dignity and privacy. Searches may only be conducted to the extent required in order to find a weapon, illegal material, drugs or alcohol. For example, if a gun is suspected to be in a person's possession, a locker may be searched but not a wallet. Whenever possible, the individual must be given an opportunity to be present during all inspections of his or her belongings.

Before a search is conducted, the program's written search policy shall be given and explained to the person to be searched and the client must be given an opportunity to voluntarily consent to a search. If the person does not consent to the search, and "probable cause" exists to search, the person must be given the choice of being discharged or being searched. Searches of an individual's body must be made by a program staff member of the same gender as the individual being searched.

Unless only one staff person is present at the program, searches must be conducted in the presence of at least two program staff members. If a search is conducted, the following information must be documented in the person's record or if individual records are not kept, in the program's log:

1. The facts establishing reasonable grounds for the search
2. Whether the client consented to the search or was discharged
3. The scope of the search and the manner in which it was conducted
4. The individuals' name(s), gender(s) and role(s) who were present at the search.

Illegal contraband confiscated during a search may be turned over to law enforcement. Oral information identifying from whom the contraband was confiscated may not be communicated to law enforcement unless in response to a subpoena. Written information identifying from whom the contraband was confiscated may not be turned over to law enforcement unless in response to a warrant or subpoena. When the circumstances permit, senior management should supervise interactions with law enforcement.

1.6.7 Confidentiality

Programs respect clients' right to confidential treatment of personal, social, financial, and medical records. Programs must develop and follow written policies and procedures regarding the confidentiality of information about clients. HMIS participating agencies comply with all confidentiality, privacy, and security standards in the Oklahoma Homeless Management Information System Standard Operating Policies and Procedures.

Without a client's lawful consent to disclose information, all information and records obtained in the course of providing behavioral health services is kept strictly confidential, even as to other program staff. Information gathered in the course of other, non-mental health related support services is also kept confidential unless otherwise necessary, following all application privacy, confidentiality, and data security laws and regulations for those services.

Programs ensure that their procedures conform with all applicable legal and statutory requirements including, but not limited to, laws governing health care records and information, information about behavioral health consumers, victims of domestic violence, the federal drug and alcohol confidentiality law, and laws and regulations pertaining to the confidentiality of HIV information. When appropriate, programs should obtain legal counsel regarding the confidentiality of records and the general conditions under which they may be subpoenaed. Additional legal counsel is sought, if necessary, when courts, public officials, investigative units, or law enforcement bodies seek special or unusual information about a client.

Programs comply with mandatory reporting laws and protect clients and the community when a client may be dangerous to self or others. To this end, programs must establish and follow written policies regarding disclosure of sensitive information about the client. Internal policies and procedures are developed for recording and periodically reviewing these cases to determine that appropriate disclosure takes place.

When programs receive a valid request for the release of confidential information, programs obtain the informed, written consent of the client as required by law. Programs provide a copy of the signed consent to the person giving consent and place a copy in the case record. Documentation of a client's consent includes the following elements as well as any other elements that may be required by applicable law:

1. The signature of the person whose information will be released, or the legal guardian of a client who is not able to provide such informed consent
2. The specific information to be released
3. The purpose for which the information is sought

4. The date the consent takes place
5. The date the consent expires
6. The identity of the person to whom the information is to be given
7. The identity of the person within the organization who is releasing the confidential information
8. A statement that the person or family served may withdraw their consent at any time

In the absence of a subpoena or other legal requirement, programs and program staff will not provide information about clients to law enforcement or other outside entities without written consent of the client.

Programs protect the confidentiality and privacy of clients by prohibiting participation in public performances against the wishes of the client or without informed consent of that person (and, for a minor, of the client and the client's parent or guardian); the required or coerced use of public statements that express gratitude to the organization; and the use of identifiable photographs, videotapes, audio-taped interviews, artwork, or creative writing for public relations purposes without the informed consent of that client (and, for a minor, of the client and the client's parent or guardian).

1.6.8 Grievance Procedures

Programs have an internal grievance process that clients can use to resolve conflicts within the program. Programs must have written policies and procedures for resolving grievances, including a statement regarding the client's right to request reasonable accommodation, and make them immediately available and accessible to clients. In addition, each client receives a copy of the grievance policies and procedures, upon intake and upon receiving a warning or discharge notice, in no higher than a fifth grade reading level, in all the frequently encountered languages of limited English proficient groups eligible to be served by the program, and in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters).

The grievance process focuses on preventing the escalation of conflicts, resolving conflicts, and improving program environments for clients and staff. To the extent possible, the goal of grievance procedures is conflict resolution, rather than determining or assigning fault or blame. To this end, programs strive to maximize the use of informal avenues for resolving disputes whenever possible.

The program's grievance procedures allow clients the opportunity to be represented by a third-party advocate in the grievance process. Reasonable efforts are made to coordinate with the client's advocate in order to schedule the appeal. The program's grievance procedures provide clients the opportunity to present their case before a neutral decision-maker.

Please note that grievances related to the coordinated entry system should be filed in accordance with All Doors Open standards.

1.6.9 Client Termination

A program may terminate assistance to a client who repeatedly violates program requirements or conditions of occupancy. Termination under this section does not bar the program from providing further assistance at a later date to the same individual or family.

Programs that are providing permanent supportive housing for hard-to-house populations persons must exercise judgment and examine all circumstances in determining whether termination is appropriate. A client's assistance should be terminated only in the most severe cases. The termination process is designed to allow due process to the client who can appeal the termination decision.

The client must receive a written copy of the program guidelines and the termination due process before the client begins to receive assistance. If a client is already enrolled in a program, a written copy of the guidelines and termination due process must be provided annually.

1.6.9.1 Role of the Case Manager

The case manager will assist the client to avoid jeopardizing their housing placement (where the client is housed) and participation in the program. The case manager will inform the client when their behaviors may lead to termination from the program and will develop a written agreement with the client to resolve the issues that may result in program termination and consequent eviction from the housing unit (if applicable). The case manager's supervisor will facilitate a meeting with the client and case manager to review the remediation plan outlined in the written agreement, explain the consequences of continued non-compliance with program and/or occupancy agreements, with the ultimate consequence for housed clients being termination of rental assistance for violations of program requirements and/or eviction from the premises by the landlord for occupancy agreement violations. This delineation of roles between the case manager's supervisor and the case manager will assist in protecting the established working relationship between the case manager and the client..

If the client refuses to enter into a written agreement and the program and/or occupancy agreement violations persist, the case manager must collect written documentation supporting the reasons for program termination and include the written agreement, if any, noting the degree of implementation and results.

Violations that may result in program termination include:

- Refusal to provide documentation or signature required for program eligibility (e.g. annual recertification);
- Abandonment of the unit without notice to the program staff for more than 30 consecutive days (please note that this does not include instances in which program staff are notified of time-limited vacancy from the unit, however, the length of time away from the unit will be dependent upon the specific requirements of the program funding source);
- Violent or threatening behavior, or other behavior that seriously threatens the health and safety of the client, family members in the household, or other tenants;
- Violent or threatening behavior towards the case manager, other program staff, landlord, property manager, other tenants; and
- Legal eviction by a landlord constituting extreme violation of occupancy requirements. Program termination is an option of last resort – programs take a client-centered and trauma-informed approach to supporting clients in addressing nonpayment and late payment of rent and health and safety concerns.

In situations where the client or their family is involved in violent or criminal activity that endangers the safety of the client, family members in the household, or the safety of other tenants, the client may be required to leave the housing unit immediately. In this instance, if it is safe to do so, the case manager will assist the client with locating other housing arrangements or services.

If the violent or threatening behavior is directed towards the case manager, other program staff, landlord, property manager, or other tenants, the program will terminate the client from the program. The program will work with the All Doors Open Coordination Center to transfer the client to another RRH or PSH program if appropriate and if doing so is not likely to put the client, household members, program staff, or tenants at risk of harm.

1.6.10 Eviction Proceedings by a Landlord

If a landlord initiates eviction proceedings against a program client in the absence of a program termination notice, the client must inform the case manager of the eviction proceedings and provide a copy of the landlord's eviction letter and all court summons and eviction notices. The case manager will assist the program client to find another unit, with the assistance of All Doors Open. Legal eviction by a landlord may constitute extreme violation of occupancy requirements and subjects the client to possible termination from the program if the reasons for eviction constitute program violations stated above.

1.6.11 Client Appeal to the Program

A program terminating a client must provide a written letter to the client informing the client of the termination decision along with the reasons for termination, and the date of termination from the program that will result in ending the rental subsidy and/or eviction from the unit if the landlord is a sponsor agency. The letter must provide 30-day notice for termination. The letter must also include a description of the appeal process including the deadline date for the appeal, the person to be contacted to schedule an appeal hearing, and an appeal form to be completed by the program if applicable. The recipient or subrecipient must specify whether supportive services will continue during the 30-day period.

1.6.11.1 Client Appeal to the Continuum of Care

If the client's appeal to the program results in the termination being upheld, the client has the right to appeal to the CoC, whose decision is binding. The appeal must be submitted in writing to the CoC Coordinator. The client can also request that the program deliver their appeal request directly to the CoC Coordinator on their behalf. Upon receipt of the appeal request, the CoC Coordinator must convene an appeals panel within ten business days to render a final decision. The appeals panel must consist of the Coordinator (or their designee) and at least two neutral CoC members (from agencies other than the program). The client must attend the appeal hearing and be provided a means of transportation to the hearing if requested by the client. The client must be given the opportunity to present their reasons for remaining in the CoC program. Failure on the part of the client to attend will automatically uphold the termination decision unless the client has made good faith efforts to contact the CoC prior to the appeals hearing stating the reasons for not being able to attend.

1.7 Family Policies

1.7.1 Education

Programs assisting families with children or unaccompanied youth:

- Take the educational needs of children into account when placing families in housing and, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
- Inform families with children and unaccompanied youth of their educational rights, including providing written materials, help with enrollment, and linkage to McKinney Vento Liaisons as part of intake procedures;
- Do not require children and unaccompanied youth to enroll in a new school as a condition of receiving services;
- Allow parents or the youth (if unaccompanied) to make decisions about school placement;
- Do not require children and unaccompanied youth to attend after-school or educational programs that would replace/interfere with regular day school or prohibit them from staying enrolled in their original school;
- Make immediately available and accessible notices of student's rights at each program site that serves children and families experiencing homelessness in the frequently encountered languages of limited English proficient groups eligible to be served by the program; and
- Designate staff that will be responsible for:
 - Ensuring that children and youth in their programs are in school and are connected to appropriate services in the community, including early childhood programs as available; and
 - Coordinating with the CoC, the Department of Social Services, the County Office of Education, the McKinney Vento Coordinator, the McKinney Vento Educational Liaisons, and other mainstream providers as needed.

1.7.2 Admission and Separation

Programs may not use the age or gender of a family member under 18 or the gender or marital status of a parent or parents as the basis for denying admission to a family. Programs that serve families may not deny admission to any member of a family that is being served by the program (with exceptions in domestic violence situations). "Family member" means any member of a household as defined or identified by the household, and is not limited to persons related by birth, adoption, or marriage.

The CoC work closely with providers to ensure that placement efforts are coordinated to avoid involuntary family separation, including referring clients for the most appropriate services and housing to match their needs.

Continuing efforts are made among cold winter shelters to ensure that families are not separated, and the 211 system is used to help identify the needs of families and keep them together.

1.8 Safeguards for Domestic Violence Survivors

All efforts are made to protect the privacy and safety of survivors of domestic violence, dating violence, sexual assault, stalking, and human trafficking (hereinafter “domestic violence survivors”).

1.8.1 Privacy and Safety

The location of domestic violence programs shall not be made public.

No program will deny or terminate assistance or evict a client solely because they are a domestic violence survivor or due to acts of violence perpetrated against them.

1.9 Food Services

All programs that provide food services on-site comply with the following standards:

- If a program provides meals, they are well-balanced and nutritious. The meals may be provided either directly or through a contractual arrangement.
- All health codes are observed in the preparation and storage of food.
- Programs providing food services make a reasonable effort to meet all clients’ cultural needs as well as medically appropriate dietary needs as prescribed by appropriate medical or dental personnel.
- Programs providing food services on-site provide food buying and menu planning by a staff member, consultant or volunteer knowledgeable in nutrition.

1.10 Transportation Services

All programs providing transportation services with agency vehicles comply with the following standards:

- The program has written policies and procedures that guide the use and maintenance of agency motor vehicles used for client transportation.
- If the program serves people with children, it has sufficient car seats and booster seats for infants and toddlers, and children six years or younger and/or 80 pounds or below must use them in a manner complying with existing law.
- All vehicles (personal and agency) used for transportation are fully and adequately insured, operated only by licensed drivers, and have up-to-date registration. All drivers and passengers use seat belts, as required by law.
- Mass transport vehicles receive, at a minimum, an annual safety inspection by qualified individuals. Documentation of immediate completion of safety repairs is kept on file.
- Programs ensure transportation is provided for those requiring wheelchair accessibility.

1.11 Emergency Procedures

1.11.1 Standards for Program Facilities

There are posted policies and procedures for responding to emergencies. Programs have written protocols to guide staff response to crises including, but not limited to, physical injury, client suicide attempts, overdoses, and domestic or other violence. The protocols should outline the way in which

police and fire departments should enter the facility, what they can expect of clients and staff when they enter the facility, and which staff to interact with. This document should be created in cooperation with the police and fire departments and should be part of an ongoing relationship with these departments.

Programs have fire safety systems including a posted evacuation plan and map in each room and all items required by building, safety, and health codes. Programs have at least one designated individual person on site at all times who has had training and orientation on emergency procedures.

Programs have first aid equipment and supplies for medical emergencies available at all times. These supplies are checked regularly to ensure they are up to date and their location in the facility is clearly marked. Programs have a phone available 24 hours per day to contact the fire department, paramedics, police and site supervisor personnel, and posts a list of such emergency numbers.

Programs promptly and appropriately respond to the medical problems of clients and staff. Universal precaution practices are used to prevent transmission of diseases and are implemented under the presumption that blood and body fluids from any source are to be considered potentially infectious. Supplies necessary for maintaining universal precautions, such as sharps containers, are available.

A map designating the location of the gas main will be conspicuously posted and known to the program's on-site emergency response designee. A gas shut-off tool must be attached near the gas main. Instructions for using the gas shut-off tool must be posted next to the tool in the frequently encountered languages of limited English proficient groups eligible to be served by the program.

1.11.2 Disaster Preparedness and Response

Agencies should participate in community-wide disaster preparedness efforts, including training and drills and comply with the City of Tulsa/Tulsa County Emergency Operations Plan.

2 Coordinated Entry

Coordinated Entry Systems are important in ensuring the success of homeless assistance and homeless prevention programs in communities. Such systems help communities systematically assess the needs of program participants and effectively match each individual and family with the most appropriate resources to address that individual or family's particular need. Under the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH Act) and the interim rule for the Continuum of Care Program, each CoC must establish and operate a centralized or coordinated assessment system (24 CFR 587.7 (a)(8)).

Most communities lack the resources needed to meet all of the needs of people experiencing homelessness. This, combined with the lack of well-developed coordinated entry processes, can result in severe hardships for people experiencing homelessness. Coordinated Entry Systems help communities prioritize assistance based on vulnerability and acuity of service needs to ensure that people who need assistance the most can receive it in a timely manner. A Coordinated Entry System also provides information about service needs and gaps to help communities plan and identify needed resources.

A Coordinated Entry System (CES) is intended to increase and streamline access to housing and services for individuals and families experiencing homelessness, match appropriate levels of housing and services based on their needs, and prioritize individuals and families with severe service needs for the most intensive interventions.

U.S. Department of Housing and Urban Development (HUD) defines a centralized or coordinated assessment/entry system as "a centralized or coordinated process designed to coordinate program participants' intake, assessment, and provision of referrals. A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool" (24 CFR 578.3) Participation in the coordinated intake system is required for HUD CoC and ESG grantees.

Tulsa's All Doors Open coordinated entry system is designed to meet the requirements of the HEARTH Act, under which, at a minimum, Continuums of Care must adopt written standards that include:

1. Policies and procedures for providing an initial housing assessment to determine the best housing and services intervention for individuals and families;
2. A specific policy to guide the operating of the centralized or coordinated assessment system on how its system will address the needs of individuals and families fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter services from non-victim service providers;
3. Policies and procedures for evaluating individuals' and families' eligibility for assistance;
4. Policies and procedures for determining and prioritizing which eligible individuals and families will receive transitional housing assistance;
5. Policies and procedures for determining and prioritizing which eligible individuals and families will receive rapid rehousing assistance; and
6. Policies and procedures for determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance.

2.1 Common goals

1. The process will be easy for the individual or family, and provide quick and seamless entry into homelessness services;
2. Individuals and families will be referred to the most appropriate resource(s) for their individual situation;
3. The process will prevent duplication of services;
4. The process will reduce length of homelessness; and
5. The process will improve communication among agencies.

2.2 Guiding principles

The goal of All Doors Open is to provide each individual or family with adequate services and support to meet their housing needs, with a focus on returning them to housing as quickly as possible. Below are the guiding principles:

1. **Adopt Community Standards:** Allow flexibility for customization beyond baseline standard.
2. **Individual choice:** Individuals will be given information about the programs available to them and have choice about which programs they want to participate in. Individuals are also engaged as key and valued partners in the implementation and evaluation of the All Doors Open to obtain their feedback on the effectiveness of the system.
3. **Promote person-centered practices:** Every individual should be treated with dignity, offered at least minimal assistance, and participate in their own housing plan.
4. **Housing First:** In alignment with HUD and federal guidance, All Doors Open utilizes Housing First philosophy and practices.

5. **Prioritize the most vulnerable:** Acuity and vulnerability serve as the primary factor for prioritization. Limited resources should be directed first to individuals or families that are most vulnerable. Less vulnerable individuals or families are assisted as resources allow.
6. **Collaboration:** Because All Doors Open is being implemented community-wide, it requires a great deal of collaboration between AWH4T CoC, providers, mainstream assistance agencies, funders, and other key partners. Collaboration will be fostered through open communication, transparent work by a strong governing council (AWH4T), consistently scheduled meetings between partners, and regular reporting on the performance of All Doors Open.
7. **Accurate data:** Data collection is a key component of the All Doors Open processes. Data from both the screening and assessment processes reveals what resources are needed most. To capture this data accurately, participating providers enter screening and referral data into the 360 Degree Referral System and common assessment and housing placement data into Homeless Management Information System (with the exception of special populations outlined later in this document).
8. **Transparency:** Engage others in open communication and discussion about All Doors Open. Make thoughtful decisions that are inclusive of differing views, expertise and experiences and informed by data. Communicate systemic decisions directly, openly and clearly.
9. **Performance-driven decision making:** Decisions about and modifications to All Doors Open processes will be driven primarily by the need to improve system performance on key outcomes. These outcomes include reducing new entries into homelessness for the first time, reducing the length of homelessness, and reducing repeat entries into homelessness. Changes may also be driven by a desire to improve processes-oriented outcomes, including reducing the amount of wait time for services and/or housing.

2.3 System Overview

2.3.1 Local Vision for Coordinated Entry

All individuals and families experiencing or at risk of homelessness in Tulsa County geographic area will have fair and standardized access to the most appropriate housing intervention and services. Services are provided in a person-centered, culturally competent setting that supports participant choice and dignity.

2.3.2 System Design

The Tulsa City/County Coordinated Entry System “All Doors Open” described in these standards will coordinate and strengthen access to housing for individuals and families who are at risk of or experiencing homelessness. Tulsa’s All Doors Open institutes consistent, uniform and standardized referral processes to determine, secure and prioritize immediate and long-term housing needs. When serving individuals and families, the key question becomes not whether this individual or family is eligible for our program, but “What housing and service assistance options are best for this individual or family among the various options available in the CoC?”

All Doors Open is designed to:

1. Support anyone who needs assistance to know where to go to get that assistance, to be assessed in a standard and consistent way, and to connect with support and housing services that best meet their individual needs;
2. Ensure clarity, transparency, consistency and accountability for individuals and families experiencing homelessness, referral sources, and services providers throughout the access, screening and assessment, prioritization and referral processes of the All Doors Open;
3. Ensure that individuals and families gain access as efficiently and effectively as possible to the type of intervention most appropriate to their immediate and long-term housing needs;
4. Facilitate exits from homelessness to stable housing in the most rapid manner possible given available resources;
5. Ensure that individuals and families who are the most vulnerable have priority access to available eligible housing resources; and
6. Ensure that individuals and families who have been homeless the longest and/or are the most vulnerable have priority access to scarce permanent supportive housing resources.

The All Doors Open serves all individuals and families who are experiencing or at risk of homelessness as defined under the federal HEARTH Act and its implementing regulations. All Doors Open serves Tulsa County; the entire geographic area of the Tulsa City/County CoC.

AWH4T uses a decentralized “no-wrong-door” system of access, so that persons in need can enter the system at multiple participating agencies in different geographic locations. All Doors Open strives to be inclusive and continuously seeks partnerships with public service institutions (health departments, county clinics, human services), faith-based organizations, other institutions (hospitals and jails), and mainstream resources to serve as access points.

At various provider access points, individuals and families experiencing a housing crisis complete a screening tool that considers the individual or family’s need for specialized services and the ability to prevent or divert the individual or family from experiencing homelessness. Should homelessness not be avoidable, a standardized common assessment tool is used to determine the individual or family’s vulnerability. The common assessment tool is integrated into the Homeless Management Information System (HMIS) and may be conducted at partner agencies, including shelters, drop-in centers, transitional housing programs, outreach programs, telephonically, or wherever people who are experiencing homelessness first enter Tulsa’s coordinated entry system.

Housing programs, including permanent supportive housing, rapid re-housing, transitional housing and safe-haven housing fill available spaces in their programs from a By-Name-List of eligible individuals and families generated from HMIS. To ensure the most vulnerable are housed first, the By-Name-List is prioritized based on common assessment scores and length of time homeless. This coordination improves the targeting of housing resources and reduces the need for people to separately seek assistance at various partner providers.

2.3.3 Disclaimer

The AWH4T All Doors Open’s four core functions (access, assessment, prioritization and referral) are designed to ensure individuals and families experiencing homelessness have fair and equal access to housing programs and services within the Continuum of Care. It is not a guarantee that the individual or family will meet final eligibility requirements for a service or housing program.

2.4 Key Terms

- **360 Degree Referral System:** The web-based software powered by UniteUs used to make and receive referrals to community resources.
- **Access points:** Access points are the places—either virtual or physical—where an individual or family in need of assistance accesses the coordinated entry process.
- **All Doors Open:** The coordinated entry system developed by AWH4T City/County CoC.
- **Built for Zero:** The Built for Zero Initiative is a rigorous national change effort designed to help a core group of committed US communities end chronic and veteran homelessness. AWH4T was selected to participate in 2015.
- **By-Name-Lists:** List of individuals and families experiencing homelessness in the service area prioritized for housing interventions. All Doors Open maintains individual By-Name-Lists for chronic individuals, families, Veterans, and youth.
- **Case conferencing:** Regular meetings in which partner provider staff track, engage, and connect individuals and families experiencing homelessness to permanent housing. These meetings occur regularly for Chronic Individuals, Veterans, Youth, and Families.
- **Case conferencing lead (CCL):** Partner provider staff who attend case conferencing on regular basis and are assigned to prioritized individuals or families. The CCL works with the individual or family to gather required documents, assess individual and family preference and eligibility for housing services, and coordinate with partner providers to facilitate referrals.
- **Chronic By-Name-List (CHBNL):** The community list of individuals and families experiencing chronic homelessness, prioritized based on acuity.
- **Common assessment:** A standard set of questions used by all All Doors Open partner providers by which individuals and families experiencing homelessness are quickly assessed and prioritized based on their unique circumstances and needs. All Doors Open utilizes the Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common assessment.
- **Community Service Council:** The local non-profit organization serving as the Lead Agency for AWH4T.
- **Coordinated entry:** The CoC Program interim rule at 24 CFR 578.3 defines centralized or coordinated assessment as the following: “a centralized or coordinated process designed to coordinate client intake assessment and provision of referrals. A centralized or coordinated assessment system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool.”
- **Coordinated outreach:** AWH4T’s Coordinated Outreach Task Force providing regular, targeted street outreach and comprised of a diverse group of AWH4T and external partner provider staff. Includes all other All Doors Open partner providers providing regular street outreach to individuals and families experiencing unsheltered homelessness.
- **Diversion:** A strategy that prevents homelessness for people seeking shelter by helping them identify immediate alternate housing arrangements and, if necessary, connecting them with services and financial assistance to help them return to permanent housing.
- **Family By-Name-List (FBNL):** The community list of families experiencing homelessness, prioritized based on acuity.
- **Inactive status:** Individuals and families become inactive if there is no contact with the assigned Case Conferencing Lead (CCL) or other All Doors Open providers within 90 days.

- **Participating provider:** An organization that provides housing or services to people experiencing or at risk of homelessness.
- **Prioritization:** People experiencing (or at-risk of) homelessness will be prioritized in a transparent, consistent manner that takes into account the individual's vulnerability and needs. Prioritization will be a transparent process for the benefit of both providers and those seeking assistance.
- **Screening tool:** The common screening tool designed to connect unique populations to specialized services, prioritize prevention referrals, pursue diversion opportunities and refer individuals and families to emergency resources.
- **Street outreach:** Mobile assessors contact and engage persons experiencing homelessness living on the streets and connect them to housing and other community services. Outreach workers are trained in administering the common assessment tool and enter those customers in HMIS for prioritization and housing referral through Coordinated Entry.
- **Veterans By-Name-List (VBNL):** The community list of Veterans experiencing homelessness, prioritized based on acuity.
- **Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT):** A survey administered both to individuals and families to determine risk and prioritization when providing assistance to persons experiencing or at risk of homelessness.
- **Youth By-Name-List (YBNL):** The community list of transitional-age-youth experiencing homelessness, prioritized based on acuity.

2.5 Process Workflow

2.5.1 Step One: Access and Screen

Individuals and families access All Doors Open through any of the partner providers, 360 Degree Connection Center (2-1-1), Tulsa Day Center for the Homeless, or through coordinated street outreach.

Partner providers may conduct the screening onsite or connect the individual or family to 2-1-1 connection center or Tulsa Day Center for the Homeless for screening. Individuals and families are screened for specialized services (youth and DV) and prevention/diversion supports. Individuals and families in need of prevention supports are prioritized and referred to eligible prevention providers. The prescreen/diversion tool is completed and documented in the 360 Degree Referral System.

Individuals and families that are literally homeless and cannot be diverted from homelessness receive referrals to needed support services and emergency shelter.

2.5.2 Step Two: Assessment

Individuals or families that are literally homeless and cannot be diverted through the screening are assessed using the common assessment tool, the VI-SPDAT. Trained staff utilize the population appropriate VI-SPDAT version and obtain ShareLink Authorization for Use and Disclosure (Attachment C). Upon completion of the common assessment, trained staff begin the process of documenting HUD chronicity and gathering disability documentation, as required. The common assessment and authorization are documented in the Homeless Management Information System (HMIS).

2.5.3 Step Three: Prioritization and By-Name-List(s)

The individual or family is added to the appropriate By-Name-List in HMIS. For more information about how individuals and families are added to the By Name Lists, see the By Name List section of this manual. By-Name-Lists prioritize individuals and families based on a three-tiered system:

1. VI-SPDAT score;
2. Length of Time Homeless; and
3. History of victimization, veteran status, or currently unsheltered.

2.5.4 Step Four: Case Conferencing

As individuals and families move to the top of the list, they are staffed at community case conferencing meetings (Fresh Start). During case conferencing, a lead is identified and assigned to the individual or family. The case conferencing lead (CCL) is expected to report updates on the individual's or family's housing preferences, last contact, recommended housing plan match (PSH, RRH, SSVF, HUD-VASH, etc.), and document-ready status.

2.5.5 Step Five: Referral

Once the individual or family has been matched based on eligibility, they are referred to an available housing resource as they become available. The CCL works with the individual or family to complete or update the required documents and submit to the housing supports.

2.5.6 Step Six: Placement

Once the individual/household enrolls in the permanent housing program, they are removed from the By-Name-List(s) and program entry is documented in HMIS by the provider. The CCL, either directly or through targeted coordination with provider case management, work with the housing provider to assist the individual or family in moving-in. Once an individual or family moves into permanent housing, the move-in is documented in HMIS by the provider. Individuals and families may continue to be staffed in case conferencing if there are unmet supports critical to housing stability.

2.6 Roles and Responsibilities

2.6.1 AWH4T Governing Entity

AWH4T is the designated Governing Board for the CoC. AWH4T is responsible for compliance with HUD requirements under the CoC Interim Rule that include:

1. Establishing a coordinated entry system;
2. Meeting the HUD coordinated entry requirements, described above, in the CoC Interim Rule, and in any other HUD Notice, and in the Annual CoC Notice of Funding Availability;
3. Establishing written standards for CoC assistance; and
4. Coordinating with ESG recipients in establishing the coordinated entry system and CoC written standards.

2.6.2 CES Task Force

The AWH4T Coordinated Entry Task Force includes participation from the following participating provider agencies. Task force membership remains open to community members and participating agencies.

1. Department of Veteran Affairs Center

2. Tulsa Day Center for the Homeless
3. Community Service Council
4. Youth Services of Tulsa
5. Domestic Violence Intervention Services Volunteers of America
6. Tulsa County Social Services
7. Tulsa Housing Authority
8. Family & Children's Services
9. Surayya Anne Foundation
10. Tulsa Cares
11. Restore Hope Ministries
12. Mental Health Association of Oklahoma
13. Salvation Army, Center of Hope

The responsibilities of the CES Task Force are as follows:

1. Serving as a forum for CoC member, provider, and community participation in planning, implementing and operating the All Doors Open;
2. Developing specific, program, policy, and technology options and solutions for recommendation to and approval by AWH4T;
3. Coordinating with the staff of the CoC and CES Lead Agency designated for the coordination of the All Doors Open;
4. Coordinating with the CoC's technology provider, to include the Homeless Management and Information System (HMIS) and any other technology approved and adopted by AWH4T to support the system, such as the 360 Degree Referral System;
5. Monitoring the overall implementation of All Doors Open and working with the CES Lead Agency and Data Quality and Management Committee to coordinate annual work plans for improvement; and
6. Developing annual plans for marketing with the Communications Committee and the CES Lead Agency.

2.6.3 AWH4T and CES Lead Agency

The Community Service Council serves as Lead Agency for the AWH4T CoC and the CES. The Community Service Council's Housing and Homelessness Division CES Coordinator works in coordination with AWH4T partners' agencies to address the broad array of individual and family needs through referral to providers of necessary services.

1. Serving as the primary community contact for All Doors Open;
2. Developing and monitoring All Doors Open implementation plan and timelines;
3. Ensuring a consistent and accurate flow of information between AWH4T Governance Council, and CES Taskforce;
4. Providing regular and adequate reporting from the 360 Degree Referral System and HMIS to meet operational and evaluation needs of the All Doors Open;
5. Ensuring all participating provider staff within the All Doors Open have completed the required training;
6. Attending all HUD and other Technical Assistance Coordinated Entry and CE Lead trainings;
7. Providing updates on Coordinated Entry System updates, changes, etc. to the local community and stakeholders;
8. Working collaboratively with the non-HMIS participating providers;
9. Maintaining records of all Partner Provider Agreements and Staff Agreements for the All Doors Open;
10. Supporting participating staff and providers in complying with All Doors Open Coordinated Entry System standards;
11. Conducting marketing and outreach activities as required by All Doors Open policy and annual marketing and communication plan;
12. Ensuring the All Doors Open has established an after-hour plan for accessing emergency services. Ensures all relevant stakeholders are aware of the plan; and
13. Complying with all HMIS policies and procedures.

The CSC, as the CES Lead is not responsible for changing data for other HMIS-using providers or pulling reports for other HMIS-using providers, unless there is an Agency Partnership Agreement between the partner providers that is submitted to, and approved by, Community Service Council and A Way Home for Tulsa Governance Council.

2.6.4 Partner Providers

All programs that receive HUD CoC and ESG funding are required by their funding sources to participate in All Doors Open. All other programs, providers, or agencies serving the community are welcomed and encouraged to become partners in All Doors Open. Partners with programs not required by their funder to participate in All Doors Open will sign a Partner Provider Agreement (Attachment A) agreeing to participate in All Doors Open. In general, partner providers are responsible for:

1. Ensuring that persons seeking assistance have prompt access to screening and assessment in a safe environment;

2. Carrying out screening and assessment of individuals and families, responding to their immediate needs, using All Doors Open tools and technology, and supporting referral of persons per All Doors Open protocols;
3. Attending All Doors Open trainings;
4. Following All Doors Open standards;
5. For receiving providers – accepting and promptly acting on individual and family referrals through CES;
6. Participating in case conferences requested to resolve housing placement issues or concerns; and
7. Complying with fair housing legal requirements in all housing transactions and tenant selection plans and procedures.

All providers that receive ESG funding for a homelessness prevention project are required to participate in All Doors Open (HUD Notice CPD- 17-01). Homelessness prevention projects that are not ESG funded are encouraged to use the All Doors Open System to prioritize prevention funding. All Doors Open utilizes the 2-1-1 360 Degree Connection Center as a centralized access point for prevention services. The Connection Center screens, prioritizes, and makes referrals to prevention services including ESG funded prevention programs and the Veteran Affairs Supportive Services for Veteran Families (SSVF) program. Participating prevention service providers prioritize the processing of referrals based upon prevention screening scores.

2.6.4.1 New Participating Providers

A Way Home for Tulsa welcomes other community providers to participate in the All Doors Open system. AWH4T develops marketing and recruitment strategies annually to engage needed providers on to All Doors Open based upon need and demand for services by the individuals and families served. All interested providers are encouraged to contact the CSC Housing and Homelessness Coordinator for the Coordinated Entry System, All Doors Open, to begin the on-boarding process.

2.7 Non-Discrimination Policy

The AWH4T CoC All Doors Open permits recipients of Federal and State funds to comply with applicable civil rights and fair housing laws and requirements. AWH4T takes all necessary steps to ensure that the All Doors Open is administered in accordance with the Fair Housing Act which prohibits discrimination in all housing transactions on the basis of race, national origin, sex, color, religion, disability status, ancestry, marital status, sexual orientation, gender identity, and familial status. This also includes protection from housing discrimination based on source of income. The All Doors Open Partner Provider Agreement requires participating providers to use All Doors Open in a consistent manner with the statutes and regulations that govern their agencies and service and housing programs. It is further recognized that the Fair Housing Act recognizes that a housing provider may seek to fulfill its “business necessity” by narrowing focus on a subpopulation within the homeless population. The All Doors Open may allow filtered searches for subpopulations while preventing discrimination against protected classes.

Participating providers must comply with the non-discrimination and equal opportunity provisions of Federal civil rights laws, including the following:

1. Fair Housing Act – prohibits discriminatory housing practices based on race, color, religion, sex, national origin, disability, or familial status;
2. Section 504 of the Rehabilitation Act – prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance;

3. Title VI of the Civil Rights Act – prohibits discrimination on the basis race, color, or national origin under any program or activity receiving Federal financial assistance;
4. Title II of the Americans with Disabilities Act prohibits public entities, which includes State and local governments, and special purpose districts, from discriminating against individuals with disabilities in all their services, programs, and activities, which include housing, and housing related services such as housing search and referral assistance; and
5. Title III of the Americans with Disabilities Act – prohibits private entities that own, lease, and operate places of public accommodations, which include shelters, social service establishments, and other public accommodations providing housing, from discriminating on the basis of disability.

Programs treat all persons equally, courteously and professionally during all points in the occupancy cycle, providing them with the same information, asking them for the same kind of information, and making decisions regarding their tenancy using the same criteria. Programs do not target certain groups of clients to any specific areas of the community.

The Tulsa CoC is committed to adopting a Housing First approach and reducing barriers for accessing housing and services. Individuals are not screened out of the assessment process due to perceived or actual barriers to housing or services, including, but not limited to, too little or no income, active or a history of substance abuse, domestic violence history, resistance to receiving services, the type or extent of a disability or related services or supports that are needed, history of evictions or poor credit, lease violations or history of not being a leaseholder, or criminal record.

2.7.1 Complaints

All locations where persons are likely to access or attempt to access the coordinated assessment system will include signs or brochures displayed in prominent locations informing participants of their right to file a non-discrimination complaint and containing the contact information needed to file a non-discrimination complaint. The requirements associated with filing a non-discrimination complaint, if any, will be included on the signs or brochures.

To file a non-discrimination complaint, contact:

Rhené Ritter
A Way Home for Tulsa Coordinator
Community Service Council
16 E. 16th Street, Suite 200
918-585-5551
coclead@cstulsa.org

2.8 Access Points

Access points are locations where people experiencing homelessness can complete the assessment survey to participate in coordinated entry. All Doors Open provides access to screening, assessment, housing, and services from multiple locations throughout the CoC service area including emergency shelters, street outreach workers, drop-in centers, housing and homelessness service providers, and the 2-1-1 360 Degree Connection Center. All Doors Open access is designed to promote inclusion and partnership throughout the community, thus expanding the amount of resources and connections to the individuals and families at-risk of or experiencing homelessness.

Access points are sited in proximity to public transportation and other services to facilitate participant access, but a person with a mobility or other impairment may request a reasonable accommodation to complete the coordinated assessment process at a different location. Reasonable accommodations requests should be made to the 360 Degree Coordination Center via 2-1-1, which will arrange alternative

transportation or an alternative location for people who have disabilities or who are otherwise unable to reach any CoC provider.

2.8.1 Participating Providers

All Doors Open uses a “no-wrong-door” model of access with centralized supports to make services accessible to individuals and families in need. This benefits persons in need because they can contact the system at any one of multiple access points in different geographic locations and by different modes of contact (phone, in person, text, etc.). This design benefits the system by increasing opportunity for engagement and participation from providers with varying levels of capacity, thus expanding the service system. The principles of this approach are:

- An individual and family can receive integrated services through any of the participating programs;
- An individual and family gains equal access to information and advice about housing and resource assistance for which they are eligible, in order to assist them in making informed choices;
- Participating providers have a responsibility to respond to the range of needs pertaining to homelessness and housing, and act as the primary contact for persons who apply for assistance unless or until another provider assumes that role;
- Participating providers will guide the individual and family in applying for assistance or accessing services from another provider regardless of whether the original provider delivers the specific services required by a presenting individual or family; and
- Participating providers will work collaboratively to use available community resources to achieve the best possible outcomes for individual or family, particularly for those with high, complex or urgent needs.

Access Points

360 Degree Connection Center (2-1-1)	Centralized access point for assistance, screening, and common assessment tool by phone or text.	24 hours a day, seven days a week
Tulsa Day Center for the Homeless	Centralized access point for screening and common assessment, and referrals in person.	Monday – Friday 9:00a – 4:00p
Partner Providers	Participating providers offer screening and common assessment or assist individuals and families to connect to one of the centralized points of access.	During provider’s defined regular business hours
Street Outreach	AWH4T Coordinated Street Outreach and individual partner provider outreach offer screening and common assessment to individuals and families.	Weekly

Specialized Access Points

Domestic Violence Intervention Services	Specialized access point for individuals and families fleeing or attempting to flee domestic violence.	24 hours a day, seven days a week at 918-743-5763
Youth Services of Tulsa	Specialized access point for unaccompanied youth.	During provider’s defined regular business hours

**360 Degree
Connection Center**

(2-1-1)

Specialized access point for prevention.

24 hours a day,
seven days a week

2.8.1.1 Mainstream Resources

The AWH4T CoC encourages providers of mainstream resources to participate in All Doors Open through AWH4T Governance or at-large memberships, All Doors Open marketing dissemination, and by becoming access points for the Coordinated Entry System. All Doors Open participating providers and access points provide referrals and assist with access to mainstream resources, and health and behavioral health care including, but not limited to, Medicaid and Medicare, and community based emergency assistance services such as Supplemental Nutritional Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Women Infant and Children (WIC), Social Security Income (SSI) /Social Security Disability Income (SSDI), Unemployment, Veteran Administration (VA), Child Care Waiver, and Subsidized Public Housing and Housing Choice Vouchers. Staff at participating provider agencies are aware of all mainstream benefits available in the community and make appropriate referrals.

2.8.1.2 Street Outreach

Mobile street outreach is one of the most important aspect of All Doors Open and serves as an access point for the system. Dedicated staff from various AWH4T participating providers help to ensure that all those experiencing homelessness are being engaged and assessed in a coordinated manner. The main goal of street outreach is to develop trust and rapport and meet an individual or family where they're at to create accessibility and reduce potential barriers. Through street outreach, unsheltered individuals and families are able to access All Doors Open through completion of the common assessment tool with a member of the AWH4T Coordinated Outreach Team. Outreach staff administer the common assessment and obtain HMIS and other referral system use and disclosure releases and enter data into HMIS. If the common assessment tool is not able to be completed in the field, the outreach worker must ensure that the individual or family is informed of where they can go to complete the common assessment and are given a flyer with All Doors Open access assessment site locations.

2.8.2 Requirements

The minimum requirements for a program to participate as an access point are:

- Agree to follow All Doors Open standards;
- Have at least one staff person trained and authorized to utilize the 360 Degree Referral System and HMIS;
- Have at least one staff person trained to administer the screening tool, VI-SPDAT, Family VISPDAT, and Transitional Age Youth VI-SPDAT assessments;
- Be accessible to individuals with disabilities, including individuals who use wheelchairs, as well as people in the CoC who are least likely to access homeless assistance;
- Ensure effective communication with individuals with disabilities and provide appropriate auxiliary aids and services necessary to ensure effective communication (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters);
- Provide referrals to community resources, as appropriate, to individuals and families completing the screening and common assessment tool; and

- Process referrals received through the 360 Degree Referral System.

2.8.3 Emergency Services

Access to emergency services, such as domestic violence and emergency services hotlines, drop-in service programs, emergency shelters, or other short-term crisis residential programs is not prioritized through the All Doors Open Coordinated Entry System. All persons in need of emergency services should be connected to those services as requested.

All Doors Open utilizes 2-1-1 24-hour access point as the after-hours service for individuals and families experiencing homelessness in need of emergency services. Staff at the 2-1-1 Connection Center field calls from all of CoC geographic region in Tulsa County and throughout Eastern Oklahoma. 2-1-1 staff conduct real time warm transfers of victims of domestic violence to specialized service providers and provide referrals to other appropriate emergency services as needed. 2-1-1 also serve as primary access point for prevention and diversion screening and common assessment.

All Doors Open will maintain connections with the emergency care system using the following techniques:

1. Encouraging emergency service providers to operate as coordinated assessment access points;
2. Encouraging emergency service providers that do not operate as access points to promptly forward information about homeless residents who have been served at night or on the weekend to an appropriate coordinated assessment access point, so that those residents can be integrated into the coordinated entry system as soon as the access point opens for business;
3. Ensuring that all emergency services connected with the CoC, including all domestic violence hotlines, emergency service hotlines, drop-in service programs, emergency shelters, domestic violence shelters, special population shelters, and other short-term crisis residential programs, can receive and care for residents even during hours when All Doors Open access points may be closed for business.

2.8.4 Cultural and Linguistic Competence

All assessment staff must be trained at least once on how to conduct a trauma-informed assessment of participants, with the goal of offering special consideration to survivors of domestic violence and/or sexual assault to help reduce the risk of re-traumatization.

All assessment staff must be trained at least once on safety planning and other next-step procedures to be followed in the event that safety issues are identified in the process of conducting an assessment.

All staff administering assessments use culturally and linguistically competent practices in order to reduce barriers for underserved populations, including but not limited to immigrants and refugees, youth, individuals with disabilities, and LGBTQ individuals. AWH4T shall further these practices by:

1. Incorporating cultural and linguistic competency training and person-centered approaches into the required annual training protocols for participating projects and staff members;
2. Using culturally and linguistically competent questions for all persons that reduce cultural or linguistic barriers to housing and services; and
3. Providing staff access to and training in the procedures for obtaining interpretation and accessibility services.

2.8.5 Marketing and Advertising

All marketing materials and outreach strategies utilized by the All Doors Open must ensure that all people in different populations and subpopulations in the Tulsa County area, including people experiencing

chronic homelessness, veterans, families with children, youth and survivors of domestic violence, have fair and equal access to coordinated entry processes, regardless of the location or method by which they access the system. AWH4T is required to advertise, conduct outreach activities, promote an after-hours plan for emergency services and provide appropriate accommodations to ensure that the coordinated entry system, All Doors Open is available to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identity, ancestry, or marital status.

A Way Home for Tulsa's All Doors Open may use the following strategies to market and advertise the system to the end user: participating provider website promotions and linkages (including 2-1-1 360 Degree Referral Connection Center and the ability to "push" information via text messages); handouts and flyers, social media campaigns, and education and engagement of frontline workers, case managers, stakeholder and the general public; publication of cultural and linguistically appropriate and accessible materials; ongoing recruitment and outreach to community organization for participation in the All Doors Open; promotion of the All Doors Open after-hours 2-1-1 360 Degree Referral Connection Center access point for connection to emergency services to other crisis response systems, including shelters, law enforcement, emergency rooms, and crisis lines. CSC's Housing and Homeless Division's provides support and infrastructure for AWH4T Governance to implement annual marketing strategies.

2.8.6 Safeguards for Domestic Violence Survivors

All participating providers, including non-victim service providers, must provide safe and confidential access to the All Doors Open for all people, including those who are fleeing, or attempting to flee, domestic violence (including dating violence, sexual assault, trafficking, and/or stalking). This includes providing a private space for data collection and a process for a non-identifiable referral to the Non-HMIS List if requested.

All persons accessing the All Doors Open are asked, via the common screening tool, if they are fleeing or attempting to flee domestic violence. If persons are identified as fleeing or attempting to flee domestic violence, the participating provider, including non-victim service providers, must provide immediate referral to and assistance accessing emergency services, such as domestic violence hotlines and shelters. The persons have the right to decline any and all referrals to, or assistance with access to, emergency services. Declining referrals or assistance with access will not negatively impact the persons' access to the Coordinated Entry System.

All staff conducting assessments at DV-dedicated and non-DV-dedicated access points will be trained on the complex dynamics of domestic violence, privacy and confidentiality, and safety planning, including how to handle emergency situations.

All staff conducting assessments are trained on the complex dynamics of domestic violence, privacy and confidentiality, and safety planning, including how to handle emergency situations.

2.8.7 Training and Authorization of Users

The CoC and CES Lead Agency, Community Service Council will provide quarterly training opportunities, which may be in-person, a live or recorded online session, or a self-administered training, to participating staff at organizations that serve as access points or otherwise conduct screening and/or assessments. Training opportunities will be advertised and solicited directly to service providers in the CoC geographic area.

The purpose of the quarterly All Doors Open training is to provide all staff participating in All Doors Open and understanding of the coordinated entry system goals, guiding principles, standards, four core functions, and the tools and technology. All Doors Open training will include:

1. Instructions on All Doors Open standards;

2. Instructions on all coordinated entry system tools and documents used in preventions/diversion screens, common assessment and referrals to services and housing;
3. Non-discrimination policy as applied to the All Doors Open;
4. Instructions for use of electronic systems/platforms used to support the four core functions of All Doors Open (access, assessment, prioritization, and referral) including HMIS and the 360 Degree Referral System; and
5. Overview of key components of All Doors Open to include housing first philosophy and trauma-informed care and strategies to implement these approaches.

All training is tailored to the individual needs of the service providers. Training protocols may vary on provider. The general All Doors Open training curriculum will be reviewed and updated by the Coordinated Entry Task force annually.

[COC LEVEL] staff will monitor the quality and consistency of assessments entered into HMIS and provide feedback, training, and adjustments to policies and procedures as necessary to address issues that may arise. Additionally, [COC LEVEL] staff may revoke the right of any individual user or agency to participate in HMIS and/or coordinated assessment if the individual or agency violates user agreements or policies and procedures.

2.9 Assessment

All Doors Open uses a phased approach to screening and assessing individuals and families seeking housing assistance, progressively collecting only information needed related to the individual or family's current housing crisis to prioritize and refer individuals and families to eligible housing and support services.

2.9.1 Confidentiality and Consent

Maintaining the confidentiality of an individual's or family's sensitive information is an important way of gaining the trust of those accessing All Doors Open and ensuring vulnerable populations are protected from potential harm resulting from the collection and disclosure of sensitive information about their lives. All participating providers and staff are expected to adhere to the following privacy protocols:

1. Individual/family consent will be obtained in order to share and store information for the purposes of assessing and referring through the coordinated entry process. Written consent is obtained through the Service Point Authorization of Use and Disclosure, and Release of Information, prior to administering the common assessment. This disclosure allows individual and family data to be shared between AWH4T HMIS-participating organizations that are presently either a registrant in HMIS or that otherwise may be contacted by a participating organization with whom individual and family records may be shared in an effort to coordinate desired services and supports including case conferencing. Individuals and families who choose not to provide authorization for use and disclosure or release should not be denied access to services based upon this choice.
2. Individuals/families are free to decide what information they provide during the coordinated entry process.
3. Providers are prohibited from denying assessment or services to an individual/family if they refuse to provide certain pieces of information, unless that information is necessary to establish or document program eligibility per the applicable program regulation.
4. Providers and projects are prohibited from denying services if the individual/family refuses to allow their data to be shared unless Federal statute requires collection, use, storage, and reporting of personally identifying information as a condition of program participation.

5. Records containing personally identifying information must be kept secure and confidential. The address of any family violence project must not be made public.
6. All Doors Open does not require disclosure of specific disabilities or diagnoses. Specific diagnosis or disability information may be obtained for purposes of determining program eligibility.
7. Individuals/families must be informed of the ability to file a non-discrimination complaint.
8. An individual/family may not be denied access to the coordinated entry process on the basis of the person's status or history as a victim of domestic violence, dating violence, sexual assault, stalking, or trafficking. No provider will enter any information for any individuals and families fleeing domestic violence into HMIS so long as that individuals and families is considered to be in danger from an abuser.
9. Photos should be taken at the time of assessment but are not required. Photos are encouraged for by-name and by-face identification for outreach. If a photo is taken and uploaded into HMIS, a photo release must be signed by the individual prior to the photo being taken.

2.9.2 Data Security Protections

All Doors Open uses both a 360 Degree Referral System and HMIS database to operate its referral process. The CoC maintains HMIS Data Security Standards and Protections. HMIS is an internet-based database that is used by homeless service organizations across Oklahoma to record and store individual/family level information about the numbers, characteristics and needs of those at risk of and those currently experiencing homelessness. The recommendation is to use the Unite Us 360 Degree Referral System to support prevention and diversion and referral processes and utilize HMIS as the primary tool for prioritization and housing program entry. The "By Name" or "Prioritization" List is generated and reported from HMIS, and in order to access that list, a reporting license is required. The Community Service Council serves as the HMIS and 360 Degree Referral System administrators.

In addition to the All Doors Open Policy and Procedure Manual, there are several other documents relating to HMIS that also must be adhered to when using HMIS for Coordinated Entry. These include the Service Point CSC/Agency Memorandum of Agreement, Service Point User Agreement, and CSC/Agency Service Point Business Associate Agreement. CSC maintains HMIS Data Security and Privacy Standards that meet all HUD regulation. It is the responsibility of those with an HMIS license to protect the data coming out of the system and not share any personally identifying information with those who do not have an HMIS permissions or where a Service Point Authorization for Use and Disclosure has not been obtained. This includes information from the By-Name-Lists. See the Data Security Policy in the HMIS Policies and Procedures for more detailed information regarding the protection of individual data and personally identifying information.

2.9.3 Conducting the Screening

The first step for all individuals and families seeking housing assistance is a screening tool to identify and refer specialized services, prevention referrals, and attempt diversion opportunities. The All Doors Open Screening Tool (Attachment D) is the common tool developed and adopted by the CoC. The All Doors Open Screening Tool (referred to as screening tool) is designed to ask only the questions necessary to inform the screener of eligibility and make appropriate intervention referrals on behalf of the individual or family.

When an individual or family contacts an All Doors Open access point for housing assistance, the screening tool is completed and used to identify and refer unique populations to specialized access points, prevention services, and diversion opportunities. This tool can be completed in person or over the phone.

2.9.3.1 Guiding Principles for this Process

1. The screening tool will be the same regardless of access point;
2. Completion of the screening tool is not required to access emergency services hotlines, drop-in service programs, emergency shelters, or other short-term crisis residential programs;
3. Staff administering the screening tool are trained in trauma-informed approaches;
4. The screening tool is offered and conducted with a person-centered approach, allowing the individual or family to decline to answer questions;
5. The individual or family must provide verbal authorization prior to administering the screening tool;
6. The individual or family must provide authorization prior to sharing any of their data;
7. The screening tool is completed in the 360 Degree Referral System; and
8. Referrals are made in real-time using the 360 Degree Referral System.

2.9.3.2 Step 1: Consent

Opportunity for consent is included in the script imbedded in the screening tool. Providers will use the script and obtain and document verbal consent in the assessment.

2.9.3.3 Step 2: Screen

The screening tool is administered in the 360 Degree Referral System.

2.9.3.4 Step 3: Refer

Providers make referrals to community resources and supports as needed to all individuals and families screened. Individuals and families experiencing homelessness who are unable to be diverted are referred to emergency shelter/services and continue to the common assessment tool procedures of this document.

- **Prevention.** Individuals and families in need of eviction prevention assistance are prioritized and referred to homelessness prevention providers using the 360 Degree Connection Center (2-1-1).
- **Diversion.** Individuals and families who do not need or are unable to be referred to prevention providers are screened for diversion opportunities. Referrals to community supports that may divert the individual or family from entering or remaining homeless are made by the provider in the 360 Degree Referral System.

Individuals and families at-risk of homelessness and unable to be referred to resources or supports through diversion are provided information on emergency resources and encouraged to contact an All Doors Open access point if their circumstances change to be re-assessed.

Individuals and families who are homeless and unable to be referred to resources or supports to be diverted out of homelessness are provided referrals to emergency shelter and services and proceed to the common assessment tool.

When an individual or family is determined to be under the age of 18 during the screening process, the provider will refer to and offer assistance to connect to Youth Services of Tulsa for specialized services.

2.9.4 Conducting the Common Assessment

All Doors Open utilizes the VI-SPDAT as the common assessment tool.

There are three versions of this tool designed for specific populations:

- **VI-SPDAT:** Single adults and households without children under the age of 18 (Attachment E)
- **TAY-VI-SPDAT:** Youth age 18-24 (Attachment F)
- **VI-F-SPDAT:** Families with at least one adult and one child under the age of 18 (Attachment G)

The common assessment tool is offered following completion of the screening tool and only to individuals and families that are literally homeless. All Doors Open requires that the common assessment be offered as soon as possible, or within 14 business days of the date the screening tool is completed.

2.9.4.1 Guiding Principles for this Process

1. The common assessment tool will be the same regardless of access point;
2. Completion of the common assessment tool is not required to access emergency services hotlines, drop-in service programs, emergency shelters, or other short-term crisis residential programs;
3. The individual or family must provide written or verbal authorization prior to administering the common assessment tool;
4. Partner providers will use the population-appropriate version of the common assessment tool;
5. The common assessment tool should be conducted in a setting that promotes safety and privacy; and
6. The individual or family must provide consent prior to sharing any data in HMIS.

2.9.4.2 Step 1: Consent

The first step in administering the common assessment tool is obtaining authorization to share the assessment in HMIS. The ShareLink Authorization for Use and Disclosure (Attachment C) is the shared release required for data sharing in HMIS. Providers must obtain consent from the individual or family before sharing any data in HMIS. When an individual or family consents to the shared release, providers document the release in HMIS.

2.9.4.2.1 No Consent

Individuals and families may decline to share information in HMIS. In this case, the VI-SPDAT should not be entered into HMIS. Providers will follow the steps for the Non-HMIS List for eligible individuals and families.

2.9.4.3 Step 2: Assess

The common assessment tool is administered and entered directly into HMIS.

All of the questions on the assessment are designed to be answered with one-word “yes” or “no” answers. There is no need for respondents to go into detail describing their situation or past history. Respondents should be told that it is important to answer the questions honestly and accurately in order to match them to the best services for them.

All coordinated entry participants are free to decide what information they provide during the assessment process, to refuse to answer assessment questions, and to refuse housing and service options without retribution or limiting their access to other forms of assistance. The assessment process does not require

disclosure of specific disabilities or diagnosis. Specific diagnosis or disability information may only be obtained for purposes of determining program eligibility to make appropriate referrals.

2.9.4.4 Step 3: Refer

Providers make referrals to community resources and supports as needed to all individuals and families screened. It is very unlikely that a housing placement will be available immediately or even in the near term, due to the overwhelming need in our community. Thus, it is important to provide information about resources that can meet immediate needs, such as shelter, food, and health care. All Doors Open currently prioritizes the following populations. Individuals and families in these populations are referred to the By-Name-List and prioritized for referral to available housing resources:

- Chronic Individuals
- Veterans
- Youth
- Families

2.9.4.4.1 Not Eligible for Prioritization

If the individual or family is not eligible for prioritization, the provider refers the individual or family directly to eligible supports and services in the community that may address their need(s), including emergency shelter and mainstream resources, and encourage the individual or family to contact any of the All Doors Open access points if their circumstances change.

2.9.5 Updates to Assessments

The VI-SPDAT is re-administered annually to capture changes in circumstances, or when an individual or family experience a significant change in their circumstances. This may include, but is not limited to, a significant change in:

- Amount of income or benefits,
- Health or disabling condition,
- Ability to care for oneself or dependents,
- Family composition, and/or
- Exposure to imminent danger or risk of severe physical harm.

2.9.6 Safeguards for Domestic Violence Survivors

Individuals and families fleeing or attempting to flee domestic violence (DV) may access the All Doors Open dedicated DV access point directly or through identification and referral to specialized services during the screening at any of the All Doors Open partner providers.

Individual and family safety is the highest priority. In order to offer equal access while prioritizing safety, the domestic violence service provider will determine when to administer the All Doors Open common assessment process for individuals and families seeking housing assistance. The common assessment tool is completed on paper only, does not include any personally identifiable information, and is not entered into HMIS. The provider completing the assessment will include the name of the provider, the appropriate staff contact, and an alternate staff contact.

If the individual or family is eligible for prioritization, the provider reviews the All Doors Open Rights and Responsibilities of Persons Served (Attachment H) with the individual or family and seeks verbal or written consent of their understanding of these rights and responsibilities. The common assessment tool is assigned a unique identifier and submitted to the CSC Lead Agency Coordinator. The CSC Lead Agency Coordinator maintains the de-identified information on the Non-HMIS list. As resources become available for the individual, the Lead Agency Coordinator works closely with the provider to coordinate the referral.

If the individual or family is not eligible for prioritization, the provider administering the common assessment tool should refer the individual or family directly to eligible supports and services in the community that may address their need(s), including emergency shelter and mainstream resources, and encourage the individual or family to contact any of the All Doors Open access points if their circumstances change.

Individuals or families fleeing domestic violence may choose not to seek services from the domestic violence service provider. In these cases, the individual or family access All Doors Open in accordance with the processes described in this document.

2.10 By-Name-List

2.10.1 Prioritization

All Doors Open prioritizes individuals and families for Permanent Supportive Housing, Transitional and Safe Haven Housing, and Rapid Re-Housing. Prioritization within All Doors Open is meant to quickly connect individuals and families most vulnerable to available resources.

All Doors Open prioritizes individuals and families on population specific HMIS By-Name-Lists for Chronic (CHBNL), Veterans (VBNL), Families (FBNL), and Youth (YBNL) or on a Non-HMIS list. An individual or family is added to a By-Name-List through standardized HMIS reporting or by the Lead Agency Coordinator at case conferencing. Individuals and families are prioritized on the By-Name-Lists based on three tiers:

1. Tier 1: VI-SPDAT Score
2. Tier 2: Length of time of current homelessness
3. Tier 3: History of victimization (domestic violence), veteran status, or currently unsheltered

Veterans unable to be served by SSVF or VA homeless services will receive prioritization within Tier 2.

2.10.1.1 Guiding Principles for this Process

1. Prioritization is maintained on the By-Name-List;
2. Prioritization is defined and applied consistently for all populations;
3. Prioritization is consistent with AWH4T Service Standards;
4. Prioritization is not required to access emergency services hotlines, drop-in service programs, emergency shelters, or other short-term crisis residential programs; and
5. Prioritization is required for Prevention, Safe Haven, Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing CoC and ESG projects.

2.10.2 HMIS By-Name-Lists

Individuals and families are added to the HMIS By-Name- List(s) through weekly standardized reporting in HMIS based on established data indicators.

Conditions to add to CHBNL:

1. Disabling condition field is marked as “yes”; and
2. Total number of months homeless on the street, in ES, or SH in the past three years is at least 12.

Condition to add to VBNL: Military Service field is marked as “yes.”

Condition to add to YBNL: Individual or Head of Household age is between 18 and 24.

Condition to add to FBNL: Household includes at least one adult and one dependent under the age of 18.

2.10.3 Non-HMIS Lists

Individuals and families who choose not to share information in HMIS may be added to the Non-HMIS list through the Lead Agency Coordinator during case conferencing.

A completed VI-SPDAT must be documented in HMIS or provided to the Lead Agency Coordinator to add to Non-HMIS List(s).

Verification of Chronic Homelessness (Attachment I) must be documented in HMIS or provided to the Lead Agency Coordinator to add to the Non-HMIS Chronic List.

If a provider is unable to obtain authorization to share information with the Lead Agency, the provider will assign the common assessment tool a unique identifier and submit to the Lead Agency Coordinator. The Lead Agency Coordinator will maintain the de-identified information on the Non-HMIS List(s).

2.10.4 No VI-SPDAT

Individuals and families may decline to complete the common assessment. This does not disqualify them from potential housing opportunities. In the event that an individual or family declines to complete the common assessment, they can be added to the By-Name-List or Non-HMIS list through the Lead Agency Coordinator. Such clients are discussed at case conferencing to identify outreach, engagement, and services needed to build relationships of trust.

2.10.5 Safeguards for Domestic Violence Survivors

All Doors Open will maintain a separate By-Name-List outside of HMIS for survivors referred by domestic violence service providers. No client data will be entered into HMIS, in order to maintain confidentiality and safety for survivors and compliance with federal law. Anytime there is an opening in a permanent housing program, All Doors Open staff will reference both the HMIS By-Name-List and the By-Name-List outside of HMIS to determine the most highly prioritized eligible individual/household.

2.10.6 Removal from By-Name Lists

Individuals and families may be removed from a By-Name-List for a variety of reasons weekly as HMIS reports are updated. When this happens, the individual or family is moved to inactive status. Individuals and families can move from inactive to active anytime they re-engage with All Doors Open.

Conditions for removal:

- Become inactive;
- No longer meet population definition for list participation;
- Permanent housing placement;
- No longer reside in service area; or
- No longer in need of housing assistance.

2.10.7 Case Conferencing

All Doors Open utilizes case conferencing (Fresh Start) to prioritize and match individuals and families to housing resources and share housing vacancies. Through the case conferencing process, individuals and families are assigned a case conferencing lead (CCL). The CCL works with the individual or family to gather required documents, assess individual and family preference and eligibility for housing services, and coordinate with partner providers to facilitate referrals. The CCL provides updates at case conferencing on last contact, recommended housing plan match (PSH, RRH, TH/SH, etc.) and document-ready status.

In the event a CCL determines the VI-SPDAT score does not reflect the actual vulnerability of the individual or family, the CCL may advocate for the individual or family to receive higher or lower intensity resources during case conferencing.

Case conferencing occurs regularly for each By-Name-List. Contact the Lead Agency Coordinator for the current schedule. The meeting structure is as follows:

1. Identify vacancies/openings;
2. Ensure all individuals and families are matched to a CCL;
3. Ensure all individuals and families are matched to a program type;
4. Case conference top 15 most vulnerable persons/households;
5. Determine who is document-ready and able to be referred.

2.11 Housing Referrals

2.11.1 Housing Program Eligibility Details and Unit Availability

Participating providers maintain their basic program eligibility in the 360 Degree Referral System. The eligibility criteria is used to ensure, to the greatest extent possible, that only eligible individuals and families are referred to an available program or unit. It is the responsibility of the participating providers to submit updates to program eligibility when changes occur. Any changes in eligibility or capacity must be reported to the Lead Agency Coordinator as early as possible, or within two (2) business days of the change effective date. Housing providers (PSH and TH/SH) are responsible for maintaining updated inventory in HMIS.

2.11.2 Matches to Housing Opportunities

When a PSH or TH/SH unit or RRH financial assistance becomes available, individuals and families matched and eligible for the program are referred for the specific program opening.

2.11.2.1 Guiding Principles for this Process

- Individuals and families are referred to providers based on prioritization and eligibility;
- Data is tracked by CSC Lead Agency Coordinator and through HMIS data standards.
- Individuals and families are not declined based on perceived or actual barriers; and
- Partner providers comply with the non-discrimination policy for All Doors Open.

2.11.3 Safeguards for Domestic Violence Survivors

When an anonymous client from a domestic violence service provider receives a housing referral, All Doors Open staff will contact the service provider. It is the responsibility of the service provider to reach out to the client and connect them with the housing provider. The standard policies regarding the length of time to look for someone and the individual's/household's right to decline a referral still apply.

2.11.4 Provider Responsibilities

Referral to a receiving program does not signify admission to that program. Rather, the receiving program will carry out its own intake process, including but not limited to an application, verification

process, and admission decision. All Doors Open aims to reduce the amount of time between unit availability and referral through the pre-referral work and the case conferencing process.

2.11.4.1 Making the Referral

1. **Immediately upon assignment of CCL:** Individuals and families are matched to program types and work with the assigned CCL to gather housing-ready documents completed and uploaded into HMIS.
2. **Within 48 hours of unit availability:** Housing provider references the By-Name-Lists to identify the matched individual or family with the highest priority and notifies the CCL of opening.
3. **Within five business days:** CCL works with the provider to contact the individual or family, making at least five attempts at different times of day via different avenues of communication. If contact is not made within seven business days, the provider repeats Step 2 with the next highest priority.
4. **Within one business day:** Once contact is made, individual or family can either accept or decline the referral.
5. **Immediately:** If referral is declined, the provider repeats Step 2 of this process with the next highest priority. The individual or family maintains their place in the By-Name-List(s) when they reject referral options.
6. **Within two business days:** If the referral is accepted, CCL notifies the provider. Provider and CCL work collaboratively to update/gather any remaining documentation needed. The referral is made once the provider has all required referral documentation.

2.11.4.2 Receiving the Referral

1. **Within five business days:** Once the referral is made, the receiving program attempts to contact the individual or family to schedule an appointment. If the provider is unable to make contact with the individual or family after a minimum of five attempts at different times of day via different avenues of communication, the provider repeats Step 2 of the Making the Referral process.
2. **Within one business day:** If the individual or family misses the appointment, the provider attempts to schedule a 2nd appointment. If the provider cannot make contact or the individual or family miss the 2nd scheduled appointment, the provider notifies the CCL, declines the referral and starts over with Step 2 of Making the Referral.
3. **Within 30 days:** If the individual or family is accepted, the receiving program records project start date in HMIS and works with the individual or family and CCL to arrange move-in.
4. **Within one business day of move-in:** The provider records housing move-in date in HMIS.

Partner providers are expected to accept all eligible referrals from All Doors Open. Partner providers may have site specific or other funder required considerations that warrant a provider to decline a referral. In the event that a referral is declined, the partner provider will document the reason for declining the referral and submit to the Lead Agency Coordinator. It is the responsibility of the provider to notify the individual or family and the CCL of the denial.

The two reasons why a partner provider operating a CoC- or ESG-funded program may reject a client referred by the Coordinated Entry system are if:

1. That individual or family is ineligible to participate in the program because of restrictions imposed by government regulations or outside funding sources; or

2. The program lacks the capacity to safely accommodate that client.

Declined referrals will be tracked and monitored by the Lead Agency Coordinator. The Lead Agency Coordinator will seek clarification on program eligibility and requirements for housing providers who frequently decline referrals. Rates of declined referrals will be reviewed regularly as part of All Doors Open evaluation procedures.

2.12 Emergency Transfer Plan

2.12.1 Emergency Transfer Qualifications

A client qualifies for an emergency transfer if:

1. The client is a survivor of domestic violence, dating violence, sexual assault or stalking;
2. The client expressly requests the transfer; *and*
3. Either:
 - a. The client reasonably believes there is a threat of imminent harm from further violence if the client remains in the same dwelling unit; or
 - b. If the client is a survivor of sexual assault, the sexual assault occurred on the premises during the 90-calendar-day period preceding the date of the request for transfer.

2.12.2 Emergency Transfer Process

Participants may submit an emergency transfer request directly to program staff. The program must communicate with the Coordination Center to inform them that an emergency transfer request has been made and whether the request is for an internal transfer (a transfer where the client would not be categorized as a new applicant), external transfer, or both. Participants may seek an internal and external emergency transfer at the same time if a safe unit is not immediately available. If the participant receives tenant-based rental assistance, the program will take reasonable steps to support the participant in securing a new safe unit as soon as possible and a transfer may not be necessary.

2.12.2.1 Internal Transfer

Where the participant requests an internal emergency transfer, the program should take steps to immediately transfer the participant to a safe unit if a unit is available. Requests for internal emergency transfers should receive at least the same priority as the program provides to other types of transfer requests.

If a safe unit is not immediately available, program staff will inform the participant that a unit is not immediately available and explain the participants' options to:

1. Wait for a safe unit to become available for an internal transfer,
2. Request an external emergency transfer, and/or
3. Pursue both an internal and external transfer at the same time in order to transfer to the next available safe unit in the CoC.

2.12.2.2 External Transfer

If a participant requests an external emergency transfer, the participant has priority over all other applicants for housing assistance, provided the household meets all eligibility criteria required by the

program. After the agency communicates the participant's emergency transfer request to the Coordination Center, the Coordination Center will facilitate referral of the participant to the next available appropriate unit through the All Doors Open.

The household retains their original homeless or chronically homeless status for purposes of the transfer.

2.12.3 Documentation and Record Keeping

To request an emergency transfer, the participant should submit a written request to program staff, certifying that they meet the emergency transfer qualification requirements. The program may – but is not required to – request additional documentation of the occurrence for which the participant is requesting an emergency transfer. No other documentation is required.

Programs must retain records of all emergency transfer requests and their outcomes for a period of five years following the grant year of the program in which the household was a participant. CoC-funded programs must report emergency transfer requests to HUD annually.

2.12.4 Emergency Transfer Confidentiality Measures

Programs will ensure strict confidentiality measures are in place to prevent disclosure of the location of the client's new unit to a person who committed or threatened to commit an act of domestic violence, dating violence, sexual assault, or stalking against the client.

Any information provided by a client when requesting an emergency transfer, including the fact that domestic violence occurred, must be kept in strict confidence by the program. No employees or contractors may have access to confidential information unless explicitly authorized by law. The information must not be entered into any shared database or disclosed to anyone unless the disclosure is:

1. Requested or consented to in writing by the individual in a time-limited release;
2. Required for use in an eviction proceeding or hearing regarding termination of assistance; or
3. Otherwise required by applicable law.

Besides the program staff person receiving the request and anyone else at the agency who absolutely must know in order to fulfill obligation to report to HUD (if applicable), no one must know about any details related to the emergency transfer. The landlord does not have a right to know the details related to the emergency transfer either.

2.12.5 Family Separation

Where a family receiving tenant-based rental assistance separates as part of the emergency transfer, the family member(s) receiving the emergency transfer will retain the rental assistance when possible. The program will work with AWH4T and the household to support an effective transfer in situations where the program is not a good fit for the family member(s) receiving the emergency transfer.

2.13 Administrative Structure

2.13.1 System Oversight

Oversight of the All Doors Open, including implementation of the common assessment, By-Name-Lists, prioritization and referrals, will be provided by the CES Task Force. The Lead Agency, Community Service Council, will staff implementation of the All Doors Open and report back on progress to the CES Task Force.

2.13.2 Evaluation

At least once per year, the CES Task Force will consult with each participating project, and with project participants, to evaluate the intake, assessment, and referral processes associated with the All Doors Open. The CES Task Force will solicit feedback addressing the quality and effectiveness of the entire coordinated entry experience for both participating projects and for households. All feedback collected will be private and must be protected as confidential information.

The CES Task Force employ multiple feedback methodologies each year to ensure that participating projects and households have frequent and meaningful opportunities for feedback. Each year, the CES Task Force will use at least two of the following methods:

1. HMIS data analysis of at least a representative sample of participating providers and households;
2. Surveys designed to reach at least a representative sample of participating providers and households;
3. Focus groups of five or more participants that approximate the diversity of the participating providers and households; or
4. Individual interviews with enough participating providers and households to approximate the diversity of participating households.

As part of the evaluation process, the CES Task Force will examine how the coordinated entry system is affecting the CoC's HUD System Performance Measures and will consider what changes are necessary to the All Doors Open processes, policies, and procedures in light of the analysis.

2.13.3 Participant Grievances

This policy refers to individual and family grievances regarding the All Doors Open Coordinated Entry System only. If an individual or family has a grievance regarding a particular partner provider or representative of that agency, they should follow that participating provider's grievance procedure.

The All Doors Open partner provider completing the screening tool, common assessment, and/or receiving the referral should address any complaints by individuals and families as best as they can in the moment. As a first step, the individual or family and the participating provider will try to work out the problem directly. If this does not resolve the issue, the individual or family may begin the grievance procedure.

The individual or family has the right to request a reasonable accommodation and to be assisted by an advocate of their choice (e.g., provider staff person, case manager, co-worker, friend, family member, etc.) at each step of the grievance process. The individual or family has the right to withdraw their grievance at any time. Any grievance paperwork filed by an individual or family should note their name(s) and contact information so the AWH4T Coordinator (CoC lead) can make contact to discuss the issues. There are two levels of review available for each grievance:

2.13.3.1 Level 1

The first person to review the grievance is the A Way Home for Tulsa Coordinator (CoC lead). The person with the grievance should contact the A Way Home for Tulsa Coordinator (CoC lead) with a statement describing the alleged violation of the All Doors Open Coordinated Entry System policies and procedures, and any actions taken on behalf of the individual/family or partner provider to resolve the issue. The statement may be written or, if oral, then recorded by A Way Home for Tulsa Coordinator (CoC lead). A Way Home for Tulsa Coordinator (CoC lead) will contact the partner provider in question to request a response to the grievance. Once the A Way Home for Tulsa Coordinator (CoC lead) has gathered relevant information about the situation, they will decide if the grievance is warranted and determine what, if any, action needs to be taken. If both the individual/family and the provider agree, the process ends, and the resolution is implemented. If the individual/family or the provider disagrees, the grievance moves to the next level.

2.13.3.2 Level 2

The A Way Home for Tulsa Governance Council Chair reviews the grievance if there is dissatisfaction with the A Way Home for Tulsa Coordinator (CoC lead) resolution. The Governance Council Chair may designate one or more Governance Council members or other entity to review the situation. After gathering relevant information, the Governance Council Chair or designated Governance member(s) or other entity will inform the individual/family and participating provider what will happen to resolve the grievance. This is the final step in the process and the decision of the A Way Home for Tulsa Governance Council is final.

2.13.4 Provider Grievances

It is the responsibility of all boards, staff, and volunteers participating providers to comply with the protocols and regulations of the All Doors Open Coordinated Entry System. Anyone filing a complaint concerning a violation or suspected violation of the standards must be acting in good faith and have reasonable grounds for believing a partner provider is violating the All Doors Open Coordinated Entry System standards.

To file a grievance regarding the actions of a partner provider, contact the A Way Home for Tulsa Coordinator (CoC lead) with a written statement describing the alleged violation of the All Doors Open Coordinated Entry System policies and procedures, and the steps taken to resolve the issue locally. The A Way Home for Tulsa Coordinator (CoC lead) will contact the partner provider in question to request a response to the grievance. Once the A Way Home for Tulsa Coordinator (CoC lead) has received all documentation they will decide if the grievance is warranted and determine if further action needs to be taken. If the partner provider filing the grievance, or the partner provider against whom the grievance is filed, is not satisfied with the determination they may file an appeal with the A Way Home for Tulsa Governance Council Chair. This must be done by providing a written statement regarding the reasons for the appeal. The A Way Home for Tulsa Governance Council Chair will bring the matter to the Governance Council members for discussion and a final decision.

2.13.5 Termination

Any participating partner provider may terminate their participation in the All Doors Open by giving written notice. Housing programs that are required to participate due to HUD guidelines will need HUD / AWH4T approval to terminate participation.

3 Street Outreach

The AWH4T Outreach Task Force seeks to coordinate a communitywide effort to develop collaborative outreach to individuals impacted by homelessness, especially those residing outside of shelters. The group will seek to educate, empower, encourage and serve those seeking to engage in helpful, compassionate relationships to alleviate housing barriers and restore hope.

Outreach staff will offer to administer the common assessment (VI-SPDAT/VI-F-SPDAT/TAY VI-SPDAT).

Coordinated outreach providers, as well as other street outreach providers, adhere to the following service standards.

3.1 Roles and Responsibilities

The Coordinated Outreach Task Force (COTF) is the organizing group for the Coordinated Outreach (CO) Team's street outreach activities performed under a partnership of multiple organizations and professionals in the Tulsa City/County Continuum of Care. The COTF performs its duties under the guidance of the Core Team, Housing Stability Committee and the All Doors Open program coordinator. The roles and responsibilities outlined herein are maintained by the AWH4T program coordinator, in coordination with AWH4T leadership and the COTF. The CO team members will consist of individuals representing AWH4T member organization. Participation by community volunteers will be under the direction and policies of the organization with which the volunteer is working for.

3.1.1 COTF Chairperson

The COTF chairperson is elected by a majority vote of CO members and confirmed by the Core Team. The term of the COTF Chairperson is determined by AWH4T leadership with input from the COTF membership. A review of the COTF leadership will be done annually by Core Team.

The COTF Chairperson will be responsible for daily operations of the AWH4T CO team's activities including:

1. Ensuring all outreach staff member receives CO Service Standards prior to working the first shift with outreach staff;
2. Maintaining team schedules and assigning a point-of-contact for staff to report inability to work a future shift;
3. Holding regular meetings, at least quarterly, needed to ensure optimal coordination of efforts and consistency in delivery of services;
4. Coordinating the annual unsheltered Point-in-Time Count for the Tulsa City/County Continuum of Care; and
5. Establishing team leads who will report to both the Chairperson and their own agency supervisors if a problem arises.

3.1.2 Team Leads

1. Review addition of prospective team members with the CO members for approval prior to providing outreach services in either a professional or volunteer capacity.
2. Provide supervision for team members assigned through mutual agreement of lead and CO members.

3. In coordination with the COTF Chairperson, Team Lead will provide orientation and field training prior to providing outreach services and on the first outreach activity by the new CO team member.
4. Notify AWH4T Program Coordinator and COTF Chairperson in the event any team member acts in a manner that is concerning to the Team Leader. It is noted that issues with team members who are volunteers are handled by the partner agency for which the volunteer is assisting.
5. Adhere to all outreach team member responsibilities, as specified below.
6. Provide recordkeeping as outlined herein.

3.1.3 Outreach Team Members

1. **Reporting Suspicious or Illegal Activity:** First and foremost, CO team members will follow their respective organizational policies for reporting suspicious or illegal activity while acting in a professional capacity. AWH4T CO team members will, at minimum, perform the following actions, as applicable:
 - a. Suspected or observed incidents of abuse or neglect or exploitation must be reported to the Department of Human Services (Child/Adult Protective Services).
 - b. Violent/dangerous criminal acts in progress must be reported to local law enforcement. Past criminal acts are protected under the laws of confidentiality.
 - c. Identification of weapons in clients' possession will be reported to the COTF Chairperson. The Chairperson will notify Team Leads who will then alert the team members under their supervision.
 - d. "Duty to warn" applies when a person reports they intend to harm someone. Team members will first report these incidents to their agency supervisor in order to follow any agency protocols. Threats of harm to others need to be assessed by a licensed professional before contacting law enforcement. Based on this assessment, a course of action will be determined. The incident will be reported to the COTF Chairperson and Team Lead for consideration of how to handle future outreach activities with this person.
2. **Mental Health Crisis:** A mental crisis is defined as a person being suicidal, appearing psychotic and disoriented, or unable to meet basic needs. When a team encounters someone in these circumstances, an identified team member trained to assess for safety will complete a safety assessment. After the safety assessment is complete, the team member will staff the situation with their Team Lead and their organization's supervisor for the appropriate level of care for the individual. Appropriate action will be taken, based on this assessment and consultation.
3. The AWH4T Outreach Team will work with AWH4T program coordinator to plan the annual unsheltered PIT count for Tulsa County and follow the guidelines given by AWH4T and HUD. It is highly encouraged that the members of the outreach teams be involved in the PIT count as they have built rapport with individuals and are experienced in the outreach process.

3.1.4 Volunteers and Interns

The Community Service Council does not have a program that allows for volunteers or interns to provide outreach services for AWH4T or any of its other programs. If an organization chooses to utilize volunteers or interns for outreach services during an AWH4T coordinated outreach shift that organization will assume all responsibility for those volunteers or interns.

3.2 Confidentiality

Maintaining the confidentiality of an individual's or family's sensitive information is an important way of gaining the trust of those outreached and ensuring vulnerable populations are protected from potential harm resulting from the collection and disclosure of sensitive information about their lives.

Individual/family written/digital consent will be obtained in order to share and store information for the purposes of assessing and referring through the coordinated entry process. This disclosure allows data to be shared between AWH4T HMIS-participating organizations that are presently either a registrant in HMIS or that otherwise may be contacted by a participating organization with whom data may be shared for the purpose of coordinating services and supports including case conferencing. Individuals and families who choose not to provide authorization for use and disclosure or release should not be denied access to services based upon this choice.

Providers and projects are prohibited from denying services if the individual/family refuses to allow their data to be shared unless Federal statute requires collection, use, storage, and reporting of personally identifying information as a condition of program participation.

Individuals/families are free to decide what information they provide during the outreach process. Providers are prohibited from denying assessment or services to an individual/family if they refuse to provide certain pieces of information, unless that information is necessary to establish or document program eligibility per the applicable program's mandated regulation. Street Outreach providers do not require disclosure of specific disabilities or diagnoses. Specific diagnosis or disability information may be obtained for purposes of determining program eligibility.

Records containing personally identifying information must be kept secure and confidential. The address of any family violence project must not be made public.

3.3 Community Outreach Plan

Coordinated Outreach (CO) teams are organized into four geographic areas of Tulsa County, defined as North, South, East and West (Attachment 1). Outreach teams will cover the area and scheduled times as assigned by the COTF Chairperson. A team will consist of no less than three members per geographic area. Teams may respond to additional areas for impromptu outreach request as directed by the Team Lead (as available).

Each team will meet at a designated spot and ride with the team lead to cover their geographical area. The team will debrief at the end of each day of CO. Appropriate referrals and follow up will be discussed during debriefing and during case conferencing, if the appropriate data release is in place.

The clients that AWH4T's outreach team serves are primarily unsheltered or living in places not meant for human habitation. However, there are no specific individual eligibility requirements for outreach.

Targeted populations for outreach include:

1. Individuals and families who are present on the street or places not meant for human habitation; and
2. Who, either:
 - Have been underserved;
 - Do not know about services;
 - Believe they do not need services; or
 - Do not, or think they do not, qualify for services.

Prioritized populations:

1. AWH4T prioritizes individuals and families who have the longest history of homelessness;
2. Individuals and families with most severe needs, particularly mental health or substance abuse disability; and
3. Veterans and chronically homeless persons.

3.4 Recordkeeping

CO Team Leads will log the number of contacts made during each CO including status as a civilian or veteran and incentives provided. At the end of each scheduled outreach the Team Lead will report final numbers to the COTF Chairperson.

Individuals encountered for the first time will be entered into HMIS by all street outreach providers, to the maximum extent practicable, upon completion of the ShareLink Authorization for Use and Disclosure (SAUD). CO teams and other street outreach providers will utilize Homeless Management Information System (HMIS) to document specific outreach encounters to the maximum extent practicable.

CO teams and street outreach providers will administer the Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) appropriate for the population being served either electronically in HMIS or on paper, to the maximum extent practicable, to ensure individuals have access to the *All Doors Open* coordinated entry system for connection to housing resource.

CO Team Leads and street outreach providers are responsible to making sure all information, including the VI-SPDAT assessment, is collected in HMIS, as appropriate. CSC maintains HMIS Data Security and Privacy Standards that meet all HUD regulation. It is the responsibility of those with an HMIS license to protect the data coming out of the system and not share any Tulsa City/County CoC, Community Service Council personally identifying information (PII) with those who do not have an HMIS permissions or where a Service Point Authorization for Use and Disclosure has not been obtained. This includes information from the By-Name-Lists.

3.5 Safety

Outreach staff should dress appropriately for local weather and terrain and should wear an agency ID to identify themselves at all times. Concerns about a staff member's attire will be addressed by the Team Lead, in consultation with the COTF Chairperson, as needed or by street outreach provider management, as applicable.

Outreach worker safety is AWH4T's number one priority. Outreach workers should adhere to their respective organization's safety policies with the following policies serving to supplement, but not supersede, them.

Outreach teams must stay alert and continually evaluate their surroundings. No outreach staff should ever work alone, and should at a minimum, work in pairs. No outreach worker should carry with them any weapon (included but not limited to knife, gun, pepper spray or other item of this nature).

Outreach workers should be respectful of an individual's space and should never enter into an individual's space without express permission. Outreach workers should never approach an individual carrying a weapon or engaging in illegal activity.

If for any reason an outreach worker feels unsafe, they should immediately remove the team from the situation. The use of the code phrase, "Time's up!" will be used to signal the other team members to leave. Team members will debrief after they have left that area. In case of an emergency, outreach staff will call 911. When safe to do so, CO Team Lead will then notify the supervisor they report to at their organization, as well as the COTF Chairperson.

If a CO team needs to assist an individual outside of the regularly scheduled location the CO Team Lead and Chairperson will be notified ahead of time. This ensures the ability for emergency personnel to be notified in the event the team is presumed to be in danger.

3.6 Best Practices

Outreach is a process designed to contact individuals in non-traditional settings who might otherwise be ignored or underserved. Its purpose is to improve physical and mental health and social functioning, increase use of human services, and re-integrate people into the community. For homeless outreach to occur, outreach workers frequently must attempt to establish a relationship with people who are often mistrustful of service providers and who are often reluctant to engage. To meet the difficult challenge of engaging clients experiencing homelessness, effective team members must be flexible, empathetic, respectful, non-judgmental, committed, and persistent and should have specialized knowledge of the issues facing the people they serve, be aware of the availability of services and systems of care such as housing, medical, behavioral health, and substance use disorder treatment.

Some individuals experiencing unsheltered homelessness have had negative experiences with shelters or the homeless response system or face challenges related to serious mental illness or substance use disorders, resulting in disengagement from outreach and engagement efforts. Outreach workers should be trained on assertive engagement, a process in which outreach personnel use their interpersonal skills and creativity to create a more conducive environment and circumstances for client engagement. Assertive Engagement is a synthesis of evidence-based practices including motivational interviewing, strength-based practice, and assertive community treatment and incorporates concepts around trauma-informed care, harm reduction, anti-oppression, and unconditional positive regard to create opportunities for meaningful engagement.

Person-centered practice promotes a person's right to have choice and control over the process of exiting homelessness and is an effective strategy to empowering people. Involving the person in all decision-making process supports a person's right to autonomy, develops their living skills and capacity to live independently.

Harm reduction is a critically important principle of effective homeless outreach. It is a means through which Outreach staff can establish trusting relationships with homeless individuals promote safety and continuously monitor safety issues while intervening as needed. A harm reduction approach aims to provide a quality service by reducing the adverse effects of homelessness. The primary goal of outreach when with people who are "sleeping rough" is to assist people to improve their health and housing outcomes.

Outreach staff need to understand a person's previous exposure to trauma and how these experiences have shaped their life trajectory. To reduce the likelihood of re-traumatization all interactions and engagement with a person should be based on trauma-informed care principles.

The above principle of trauma-informed care facilitates the provision of various outreach services to people whose unique needs may differ widely. It is particularly important to be mindful of trauma informed care when providing homeless outreach services to culturally diverse people as a slightly different approach may be more culturally relevant and appropriate. It is imperative that all HOWs receive training in culturally sensitive practice.

3.7 Service Requirements

Outreach services should be focused on assisting individuals with obtaining a permanent or temporary housing resolution as quickly as possible. Outreach services should also target those most in need of more intensive services, encompassing case management and navigation services and be provided over a longer duration to a smaller group of individuals focused on housing placement. Case management involves the delivery of individualized services to meet the needs of clients and may include counseling, developing individualized housing and service plans, coordinating services and public benefits, enhancing

life skills, addressing health and mental health needs, and providing income supports, among other individualized needs. Navigation services assist individuals experiencing unsheltered homelessness in overcoming barriers to accessing housing and services through supports such as housing search and documentation assistance. Outreach staff are well positioned to identify those individuals most in need and provide a warm handoff to service providers who can provide these more intensive services.

Outreach services should employ a perspective that all unsheltered individuals are currently housing ready, meaning that all individuals will be receptive of housing and services when offered in a fashion that best meet their needs without any preconditions. Outreach staff should help remove barriers to housing for persons experiencing unsheltered homelessness by assisting clients in obtaining identification, providing resources or referrals to address concerns regarding background checks and evictions, and providing other support as needed to make the transition into housing as seamless as possible once an individual accepts the offer of housing and services.

However, for some individuals it may take longer to agree to housing and services. For individuals who may be initially hesitant to engage in services, it is the role of outreach staff to assertively engage people and be persistent in continuing to develop trust and rapport, and to be there with available housing resources when individuals are ready. It is also important that outreach teams support clients in addressing the needs they identify as most urgent, which may include basic needs, health or mental health care, employment, and income supports or legal services, among others.

For individuals who express that they are not yet ready to pursue services or temporary or permanent housing options or who express an explicit desire to remain in their current unsheltered situation, it is important that outreach staff respect their wishes while continuing to offer access to basic needs services to ease their unsheltered experience. Ensuring programs operate with the lowest possible barriers alongside intensive case management and comprehensive voluntary supportive services can encourage people to consider engaging in services and remain engaged once connected.

3.8 Media Relations

All inquiries by the media, which include representatives from newspapers, radio, and television, should be directed immediately to Community Service Council's AWH4T Program Coordinator.

Staff is prohibited from posting program information on social media when representing the AWH4T CO. Outreach staff should not utilize social media when working.

4 Drop-In Centers

4.1 Assessment and Intake

Drop-in centers will offer a basic intake within 24 hours of the first point of contact with a client, subject to immediate client needs and in alignment with trauma-informed care principles. If the client declines to complete the intake, the drop-in center will document this decision and the client's reasoning. Intake documents will include:

1. Completed common assessment (VI-SPDAT/VI-F-SPDAT/TAY VI-SPDAT); and
2. Signed acknowledgement of receiving program guidelines.

4.2 Service Requirements

Drop-in centers provide services in a safe, welcoming, minimally intrusive environment that is designed to foster trust and personal engagement. These programs offer the following services:

- Information and referral
- Food or snacks
- Bathrooms
- Seating accommodations
- Access to telephones or charging capacity

Drop-in centers may also provide, either directly or by referral:

- Crisis intervention
- Emergency services
- Legal and advocacy services
- Mental health and substance abuse counseling
- Case management
- Service coordination (including developing an individualized housing and service plan that outlines a path to permanent housing stability)
- Facilities for personal hygiene (showers and laundry)
- Employment and education assistance
- Public assistance eligibility assistance
- Classes in living skills
- Preventive health education, including information about prevention of HIV/AIDS, Tuberculosis and Sexually Transmitted Disease
- Parenting education
- Community space

- Meeting space
- Linkage to medical service
- Domestic violence counseling
- Transportation
- Mail, voicemail, computer access
- Clothing
- Client storage

Staff are available during drop-in center operating hours to provide ongoing services and overall supervision.

4.3 Best Practices

To meet the difficult challenge of engaging clients experiencing homelessness, effective staff must be flexible, empathetic, respectful, non-judgmental, committed, and persistent and should have specialized knowledge of the issues facing the people they serve, be aware of the availability of services and systems of care such as housing, medical, behavioral health, and substance use disorder treatment. Drop-in center staff should be trained on assertive engagement, a synthesis of evidence-based practices including motivational interviewing, strength-based practice, and assertive community treatment and incorporates concepts around trauma-informed care, harm reduction, anti-oppression, and unconditional positive regard to create opportunities for meaningful engagement.

4.3.1 Harm Reduction

Drop-in programs operate using a harm reduction model. Harm reduction refers to policies, programs and practices that aim to reduce the harms associated with substance abuse in people unable or unwilling to stop. The defining features are the focus on the prevention of harm, rather than on the prevention of substance use itself, and the focus on people who continue to use substances. Harm reduction incorporates a spectrum of strategies from safer use, to managed use, to abstinence, to meeting clients “where they’re at,” addressing conditions of use along with the use itself. Clients will be at different stages of recovery, and interventions must be tailored to those stages.

Harm reduction complements approaches that seek to prevent or reduce the overall level of substance consumption. It is based on the recognition that many people continue to use substances despite even the strongest efforts to prevent the initiation or continued use of substance. Harm reduction accepts that many people who use substances are unable or unwilling to stop at any given time. Access to good treatment is important for people with substance abuse problems, but many people are unable or unwilling to get treatment. Harm reduction interventions are facilitative rather than coercive and are grounded in the needs of individuals.

The Harm Reduction Coalition, a national advocacy and capacity-building organization that works to promote the health and dignity of individuals and communities who are impacted by drug use, considers the following principles central to harm reduction practice:

- Accept, for better and or worse, that licit and illicit substance use is part of our world and choose to work to minimize its harmful effects rather than simply ignore or condemn it.
- Understands substance use as a complex, multi-faceted phenomenon that encompasses a continuum of behaviors from severe abuse to total abstinence and acknowledge that some ways of using are clearly safer than others.

- Establish quality of individual and community life and well-being – not necessarily cessation of all substance use – as the criteria for successful interventions and policies.
- Call for the non-judgmental, non-coercive provision of services and resources to people who use substances and the communities in which they live in order to assist them in reducing attendant harm.
- Ensure that substance users and those with a history of substance use routinely have a real voice in the creation of programs and policies designed to serve them.
- Affirms substance users themselves as the primary agents of reducing the harms of their substance use and seek to empower users to share information and support each other in strategies which meet their actual conditions of use.
- Recognize that the realities of poverty, class, racism, social isolation, past trauma, sex-based discrimination and other social inequalities affect both people's vulnerability to and capacity for effectively dealing with substance-related harm.
- Does not attempt to minimize or ignore the real and tragic harm and danger associated with licit and illicit drug use.

4.3.2 Client-Centered, Flexible Approach

Drop-in centers will deliver voluntary services to reflect the core principles of Housing First, using a client-centered, flexible, harm reduction approach.

Rather than...	Use this...
Client must be sober to use facilities or be on premises. Clients prescribed medications for mental health conditions must take those as instructed in order to remain on site.	Clients engaging in behavior that is disruptive to other clients or staff will be requested to terminate that behavior or go to another area of facility. Staff are trained in harm reduction and to recognize signs of health crisis related to substances.
No pets or animals of any kind.	The program supports client use of service animals as required by the Americans with Disabilities Act. [If the program can accommodate pets, include information about kennels or other support.]
Possession of alcohol, drugs, drug paraphernalia or weapons will result in immediate dismissal.	The program provides amnesty bins at entry that clients may use to store personal items without repercussions. Clients may access their bin as requested and take items with them upon exit.
Clients unable to follow program guidelines will be expelled.	Program staff are trained in de-escalation and conflict resolution tactics. Staff will expel clients only as a last resort.

4.4 Facility Management

4.4.1 Codes and Ordinances

The drop-in center conforms to all applicable state and local building, fire and health regulations, including wheelchair accessibility standards. The drop-in center does not exceed the maximum occupancy issued to it by the Fire Department and conspicuously posts the maximum occupancy issued to them by the Fire Department. The drop-in center conforms to all pertinent requirements of the Americans With Disabilities Act (ADA) and the Federal Fair Housing Amendments Act (FHAA).

4.4.2 Layout and Furnishings

The drop-in center is well arranged and carefully planned to provide as safe and secure an environment as possible.

The drop-in center should provide a private/quiet space that allows children to do their homework (as relevant) and clients to study and work. The drop-in center includes some outdoor space for client use only. The outdoor area is enclosed and appropriately screened to ensure privacy.

The drop-in center provides the necessary equipment and furnishings to support drop-in center activities. All drop-in center equipment and furnishings are maintained so they are clean, safe and appropriate for their intended function.

If a drop-in center provides food on site, tables and chairs must be provided in the dining area.

4.4.3 Amenities

The drop-in center has a heating and ventilation system that is in proper working order and maintains a minimum temperature appropriate for the population served.

The drop-in center takes incoming emergency phone messages and messages from other service providers such as case managers or advocates, for clients during business hours and has a process for making these messages available to them. Messages are taken without confirming whether or not the individual is a client of the agency. The drop-in center has or provides access to a phone that clients can use within reasonable limits. This phone is made as private as possible.

4.4.4 Toilet Facilities

The drop-in center has a sufficient supply of functional, clean wash basins and private toilets that include stalls have doors on the stalls with functional locks. The drop-in center provides separate bathrooms for male and female in ratios appropriate to the capacity of the drop-in center. The drop-in center provides toilets and wash basins accessible to clients with disabilities.

The drop-in center provides toilet tissue, soap, and a means for washing and drying hands. If the drop-in center provides showers on site, towels and soap must be provided. The drop-in center provides containers for disposal of feminine hygiene products. Drop-in centers supply deodorant, shampoo, toothbrushes, toothpaste, condoms, feminine hygiene products, and diapers.

The drop-in center allows guests to use bathrooms and showers (if applicable) that correspond to their gender identity. If the guest has concerns, the drop-in center provides bathroom and shower facilities based on a guest's concerns regarding safety and social comfort and provides, if possible, gender-neutral bathrooms and showers for all guests to use. However, the drop-in center does not require this as the only option for transgender and gender non-conforming guests because restricting choices in this way may draw unwanted attention to the individual or situation. Drop-in centers may wish to post signs in bathrooms reminding all guests to please let other guests use the restroom in peace, as each of us can decide for ourselves which restroom we belong in.

4.4.4.1 Weapons

Drop-in centers prohibit possession of weapons by everyone (clients, staff, volunteers, guests, etc.) at the facility. The program makes immediately available and accessible its policy regarding the discovery of weapons, including a list of items considered to be weapons.

Work tools and any other devices, which may be used in a manner that could cause serious bodily injury, must be checked in at the front desk and appropriately stored, before the client is allowed in other areas of the drop-in center.

Items which require check-in must be tagged with the client's name and date of check-in. All check-in items must be immediately stored in a locked box, closet or cabinet, which is to be located in a secure area of the facility. Clients may retrieve the items whenever they are ready to leave the facility.

4.4.5 Storage of Personal Possessions and Medications

Drop-in centers which hold funds or possessions on behalf of clients have a written policy and established procedure for securing and returning clients' belongings. The policy specifies how the stored items will be safeguarded, the drop-in center's liability for items that are lost or stolen, and the length of time funds or possessions will be held. Drop-in centers must explain this policy to clients before holding any funds or possessions for them, and drop-in centers must make immediately available and accessible this policy in the frequently encountered languages of limited English proficient groups eligible to be served by the program.

If the drop-in center holds possessions on behalf of a client, those funds or possessions are returned the same day if possible, and no later than two business days after the demand for return.

Drop-in centers comply with local and federal laws and regulations regarding the storage of record-keeping concerning medications. Drop-in centers have established procedures for preserving clients' confidentiality in the storage of and keeping of records concerning medications.

4.4.6 Communicable Diseases

All drop-in center clients should be given information about and, if appropriate, referred to City-/County-sponsored disease testing (e.g., for TB and HIV/AIDS) and child immunizations.

Staff use universal precautions when disposing of items such as diapers, tissues, band-aids, etc. Gloves and plastic bags are used when handling and disposing of these items.

The program notifies clients anytime there is a possibility that they were exposed to a communicable disease that is spread through casual contact. Notification must include posting a written warning about possible exposure in a conspicuous location, in no higher than a fifth grade reading level, in the frequently encountered languages of limited English proficient groups eligible to be served by the program, and in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters). The warning includes the date of the exposure, the disease, the onset time of the disease, its symptoms and how it is treated.

The program consults a medical professional when deciding if a client or potential client is infected with a contagious communicable disease that might endanger the health of other clients.

The program maintains written policies regarding mandatory implementation of universal precautions, control of tuberculosis, (per the Oklahoma State Department of Health's guidelines), and notification of clients of possible exposure to a communicable disease.

The program maintains written policies on client confidentiality issues regarding communicable diseases, including HIV/AIDS.

Program admission and exit policies and daily operation procedures adhere to protocols established by the Center for Disease Control.

4.4.7 Pest Control

The drop-in center works actively to prevent insect and rodent infestations and to eliminate them if they occur. In kitchen, dining areas, and food storage areas, (if applicable) the drop-in center takes precautions such as wiping up spills and crumbs frequently; storing food at least six inches off the floor and away from the walls; checking incoming boxes for insects and rodents excluding clients' personal belongings; filling in all crevices and cracks in walls; elevating garbage containers off the floor; having annual pest control inspections; and installing self-closing doors, where appropriate, on the outside of the facility.

Drop-in centers should have monthly pest control inspections. The drop-in center notifies clients of any pest-control maintenance activities. Notification must be given 24 hours in advance. The material safety data sheets are requested from any exterminators hired and kept on file.

4.5 Client Expulsion

Drop-in centers have written policies and procedures for expelling an individual or family from the facility that:

1. Are clear and simple, avoiding overly rigid and bureaucratic rules;
2. Require that all reasonable efforts are made to provide an appropriate referral;
3. Are immediately available and accessible in no higher than a fifth grade reading level, in all appropriate languages, or in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters);
4. Include a definition of the reasons or conditions for which an individual or family may be expelled;
5. Delineate a clearly defined process for expulsion including due process provisions; and
6. Describe the conditions or process for re-admission to the facility.

5 Emergency Shelter

5.1 Eligibility and Screening

All shelters will have written policies and procedures for admission eligibility and allowable length of stay. Policies and procedures as well as clients' rights and responsibilities in accessing shelter services are to be clearly explained to clients upon admission.

Notwithstanding restraints on program capacity and resource limitations, shelters shall follow a Housing First model with low barrier admission policies. A shelter may turn away a prospective client if:

1. The shelter has no availability;
2. The household includes a child under the age of 18 and the provider operates a single adult shelter;
3. The shelter serves minors and the prospective client is a registered sex offender; or
4. An agreement with a legal guardian or appropriate authorities has not been secured for an unaccompanied minor.

A shelter may not turn away an individual or family qualifying under Category 4 of HUD's definition of homeless related to persons fleeing domestic violence except directly to a mutually agreed upon, more specialized referral via a warm hand-off with a phone call and transportation or via other mutually agreed upon safe transition protocol.

The age and gender of a child under 18 cannot be used as a basis for denying any family's admission to a shelter.

Having an outstanding warrant does not disqualify a person from entering a shelter. Shelters may provide a voluntary program to help resolve outstanding warrants.

Shelters are prohibited from denying assistance to clients if they refuse to permit the shelter to share their information with other providers. In cases where a client does not consent to having their information shared, the information must still be collected by the shelter to determine eligibility, but it must not be shared via the HMIS if the program client objects.

5.2 Assessment and Intake

Shelters will offer a basic intake within 24 hours of the first point of contact with a client, subject to immediate client needs and in alignment with trauma-informed care principles. If the client declines to complete the intake, the shelter will document this decision and the client's reasoning. Intake documents will include:

1. Completed common assessment (VI-SPDAT/VI-F-SPDAT/TAY VI-SPDAT); and
2. Signed acknowledgement of receiving program guidelines.

Comprehensive assessments of admitted shelter program clients shall be conducted within one week of basic intake. Such assessments focus on:

1. Completed common assessment (VI-SPDAT/VI-F-SPDAT/TAY VI-SPDAT) for those who have not completed one;
2. Immediate health and safety needs relevant to providing temporary accommodations; and

3. Information relevant to securing housing, including client preferences; factors that would cause a landlord to reject the person's application (past evictions, criminal history, etc.); factors that directly led to housing instability or homelessness in the past (failure to pay rent, lease violations, etc.); and other information necessary to link clients to financial assistance and housing-related resources.

5.3 Emergency Shelter Services

Shelters shall make every effort to ensure that their services are accessible and appropriate for individuals and families with the highest level of vulnerability and the highest barriers to housing that are likely to be homeless longest. Staff supervision, whether paid or volunteer, must be provided during the hours of operation.

5.3.1 Temporary and Basic Shelter Services

All temporary and basic shelters must comply with the following standards, except where the standard is designated as applying to only a certain shelter type.

Temporary and basic shelters provide services coordinated to meet the immediate safety and survival needs of the individual or family served, including shelter, food, clothing and other support services. These services are provided in a minimally intrusive environment.

At a minimum, temporary and basic shelters provide the following services directly on-site:

1. Sleeping accommodations;
2. Personal hygiene supplies and facilities, including toilets and wash basins;
3. Showers and/or bathtubs (temporary shelters may provide referrals to other facilities for these services).

In addition to these services, temporary and basic shelters provide either directly or by referral the following services:

1. Food;
2. Information and referral;
3. Crisis intervention;
4. Mailing address;
5. Linkage to medical services;
6. Clothing; and
7. Laundry facilities, either on-site or located within walking distance.

The use of services beyond the provision of food and shelter should be encouraged.

5.3.2 Service-Enriched Shelter Services

In addition to meeting basic needs, service-enriched shelters are designed to increase the client's coping and decision-making capacities and assist in planning for the client's reintegration into community living. Staff are aware of and know how to access other community resources that can help clients achieve their housing placement and stabilization goals. Staff helping to re-house clients are aware of and know how

to access a wide array of housing options (public/private, subsidized/unsubsidized, all local supportive housing, etc.) directly or through All Doors Open to help clients achieve their housing goals.

Service-enriched shelter programs are characterized by:

1. Comprehensiveness, by directly providing a range of services or by serving as part of a network that provides a range of services;
2. Immediacy, by providing for timely intervention and avoidance of delays in implementing a workable plan; and
3. Continuity and linkage to after care (to the extent possible when funding is available), by providing services in cooperation with other resources and ensuring appropriate follow-up after the child, adult, or family has left the program.

In addition to providing the services of a basic shelter above, service-enriched shelters make available, either directly or by referral, the following services:

1. Crisis intervention;
2. Assessment for child abuse and/or neglect (in family shelters);
3. Service coordination (including developing an individualized housing and service plan that outlines a path to permanent housing stability);
4. Emergency and ongoing identification of medical and health needs and referral for care;
5. Public assistance eligibility assistance;
6. Educational and employment assistance; and
7. Exit planning and relocation assistance.

In addition to these services, service-enriched shelters also provide some or all of the following services, as indicated by the service population:

1. Education related to activities of daily living (life skills);
2. Preventive health education, including information about prevention of HIV/AIDS, Tuberculosis and Sexually Transmitted Disease;
3. Substance abuse and mental health counseling;
4. Support groups;
5. Structured social/recreational activities;
6. Parenting education;
7. Job referral and placement;
8. Childcare;
9. Transportation;
10. Legal services;
11. Domestic violence counseling; and

12. Other appropriate services as necessary for the service population.

If the shelter provides referrals for mental health, substance abuse, health care, or developmental disability services, this same referral information must be offered to every client. Then, the program providing these services may separately ask questions about the issues relevant to the provision of that service.

Any services related to an individual's disability may not be required as a condition of receiving shelter unless the shelter is specifically designated for individuals with disabilities and has a mandatory service component according to its funding criteria.

Ongoing assessment of adjustment to community living arrangements is conducted throughout the individual's or family's term of residence in the program. Service-enriched shelters develop exit plans with the individuals served and provide or offer referrals for identified services that address their ongoing needs. Exit planning is initiated at intake.

5.4 Client-Centered, Flexible Approach

Clients are encouraged to take advantage of housing-focused case management services to return to permanent housing as rapidly as possible. Case managers will deliver voluntary services to reflect the core principles of Housing First, using a client-centered, flexible, harm reduction approach.

Rather than...	Use this...
Clients must maintain enrollment in substance treatment program.	Clients may enroll and remain in shelter regardless of substance use or sobriety. Staff use a client-centered, harm reduction approach when addressing substance use with clients.
Client must be sober to use facilities or be on premises. Clients prescribed medications for mental health conditions must take those as instructed in order to remain on site.	Clients engaging in behavior that is disruptive to other clients or staff will be requested to terminate that behavior or go to another area of facility. Staff are trained in harm reduction and to recognize signs of health crisis related to substances.
Minimum income must be maintained to remain in program.	Clients may enroll and remain in shelter.
Attendance at weekly case management meetings is required to stay in shelter.	Case management is strongly encouraged to assist clients in housing location and to work toward personal goals. Refusal of case management services will not result in termination or negative consequences. Clients may choose which services meet their needs.
No pets or animals of any kind.	The shelter supports client use of service animals as required by the Americans with Disabilities Act. [If the shelter can accommodate pets, include information about kennels or other support.]
Clients must make measurable progress on stated goals in order to stay in shelter.	Clients may remain in shelter regardless of adherence to service plans.

Rather than...	Use this...
Clients must arrive by 8 PM each night to keep their bed. No schedule changes can be made without prior approval.	Clients may arrive at any time of night to accommodate work schedules or other personal needs or preferences.
Clients must leave by 8 AM to seek employment, housing, education, or work on other goals.	Client choice is respected, and the shelter facility is open 24 hours for current clients. Shelter computers may be used to seek employment, housing, education, or other personal use.
Possession of alcohol, drugs, drug paraphernalia or weapons will result in immediate dismissal.	The shelter provides amnesty bins at entry that clients may use to store personal items without repercussions. Clients may access their bin as requested and take items with them upon exit.
Random searches may be conducted by staff at any time. This includes security searches of your person and/or your belongings.	Clients' autonomy will be respected. We respect privacy of your belongings and will not enter your private space or locker except in the case of emergency.
Clients must pass background checks to stay in shelter.	Clients' prior criminal convictions, charges, or arrests will not be a barrier to staying in the shelter (<u>except where the prospective client is a registered sex offender and the admitting program facility shelters minors</u>). Staff will not request this information unless in context of case management in which it is directly relevant. Arrests, charges, or convictions that occur during a client's stay in shelter will not be held against them (<u>except where the prospective client is a registered sex offender and the admitting program facility shelters minors</u>).
Clients must save 30% of their income for future housing.	A voluntary savings program is encouraged, with clients suggested to save 30% of their income for future housing. Case management staff can assist with accessing resources to open a bank account if desired.
For single-sex or sex-segregated facilities: Staff will make bed assignments to men's or women's areas according to client sex listed on identity documents.	Clients choose to stay in men's or women's area according to client's self-identified gender identity. Staff will not ask about client's sex assigned at birth or on identity documents at intake, and staff will accept a client whose gender expression does not fit stereotypical gender expression.
All clients must pass a TB test before allowed to stay in the shelter.	TB testing is offered in a mobile clinic van outside the shelter on a biweekly basis. Clients should obtain a TB test as soon as possible after entering the shelter to ensure the health of all clients.
Clients must take all belongings with them upon exiting the shelter in the morning.	The shelter provides large lockers and locks for use during stay, to allow clients to safely store belongings.

Rather than...	Use this...
Clients unable to follow program guidelines will be discharged.	Shelter staff are trained in de-escalation and conflict resolution tactics. Staff will discharge clients only as a last resort.
Case managers require clients to apply for all mainstream benefits for which they are eligible.	Clients are encouraged to apply for all mainstream benefits for which they are eligible. The shelter partners with local Medicaid offices to offer application assistance on site on a weekly basis, as well as referrals to attorneys to assist with SSI and SSDI applications and appeals.
Housing plans offered by case management dictate strict adherence to set activities related to application for housing.	Financial assistance and supportive services are offered in a manner which gives minimum assistance initially and increases assistance over to if needed to resolve the housing crisis. Type, duration, and amount of assistance is based on individual assessment of needs and support systems.

5.5 Facility Management

All shelters, temporary, basic, and service-enriched, must comply with the following standards, except where the standard is designated as applying to only certain shelter types.

5.5.1 Codes and Ordinances

The shelter conforms to all applicable state and local building, fire and health regulations, including wheelchair accessibility standards.

The shelter does not exceed the maximum occupancy issued to it by the Fire Department for the entire shelter nor for the individual rooms used as sleeping quarters.

The shelter conspicuously posts the maximum occupancy issued to them by the Fire Department for the entire shelter and for the individual rooms used as sleeping quarters.

The shelter conforms to all pertinent requirements of the Americans With Disabilities Act (ADA) and the Federal Fair Housing Amendments Act (FHAA).

5.5.2 Layout and Floor Plan

The shelter is well arranged and carefully planned to provide as safe and secure an environment as possible. The shelter provides adequate separation of families, couples and single adults, and adequate separation of single women and single men. Shelters should provide accommodations which protect the family unit whenever possible, allowing parents and children to be accommodated together.

In some cases, typical sleeping arrangements may not be safe for transgender or gender non-conforming guests. If there is any question of safety, provide transgender and gender non-conforming guests the option of sleeping within sight and hearing of staff. If available, a single room may also be offered. Be aware that these arrangements may draw unwanted attention to the situation, so it's important to allow transgender and gender-nonconforming guests to decide for themselves the most appropriate option.

Room accommodations, bathrooms, lounges and other common spaces in the shelter should be wheelchair accessible. Wheelchair access should be provided to all common areas and to not less than 10% of the sleeping units.

The shelter should provide a private/quiet space that allows children to do their homework and clients to study and work. The shelter includes some outdoor space for client use only. The outdoor area is enclosed and appropriately screened to ensure privacy.

If the shelter provides clients with separate rooms with doors, clients must be able to secure the door while in the room, and staff must have keys to all rooms.

If a shelter provides food on-site, the sleeping area must be separate from the dining area.

Service-Enriched Shelter Standard: The shelter includes rooms for providing on-site services, as applicable.

5.5.3 Furnishings

The shelter provides the necessary equipment and furnishings to support shelter activities. All shelter equipment and furnishings are maintained so they are clean, safe and appropriate for their intended function.

At a minimum, shelters provide clients with a clean bed, mat, or cot that is a minimum of 27 inches in width or a double bed for an adult couple. Winter shelters and rotating church shelters, at a minimum, provide clients with a mat. The shelter should use vinyl mattress covers or mattresses that are resistant to bacteria, fluids, and pests and sanitize them between clients. The shelter implements routine procedures for disinfecting the bed, mat, or cot and its cover with each change of client.

Clean bed linens are to be provided to new clients at intake. Clients are expected to maintain cleanliness of linens when facilities are available onsite, otherwise clean linens will be provided by the facility at least once a week. Each client is supplied with sheets, a pillow and pillowcase and at least one blanket. Bed linens, blankets and towels are laundered as often as necessary for cleanliness and freedom from odors. The shelter has sufficient numbers of each item to allow for changes when necessary.

Bedrooms should have individual lockable storage lockers for the client's belongings. Each locker should be large enough to accommodate winter clothing.

If a shelter provides food on site, tables and chairs must be provided in the dining area.

5.5.4 Amenities

The shelter has a heating and ventilation system that is in proper working order and maintains a minimum temperature appropriate for the population served.

Natural lighting is provided wherever possible. Windows should allow a natural lighting ratio of 1 foot of window space to every 10 square feet of room area. Exceptions allow for the kitchen to be provided with adequate artificial light.

The shelter takes incoming emergency phone messages and messages from other service providers such as case managers or advocates, for clients during business hours and has a process for making these messages available to them. Messages are taken without confirming whether or not the individual is a client of the agency. The shelter has or provides access to a phone that clients can use within reasonable limits. This phone is made as private as possible.

5.5.5 Bath and Toilet Facilities

The shelter has functional, clean bathing facilities that have shower stalls with functional locks for the privacy and safety of all guests. Temporary or winter shelters may provide referrals to places that have bathing facilities on site. If the shelter provides services to persons with infants and young children, it must provide adequate space and equipment such as bathtubs, portable tubs, and basins for the bathing and changing of infants and young children.

The shelter has a sufficient supply of functional, clean wash basins and private toilets that include stalls have doors on the stalls with functional locks. The shelter provides separate bathrooms for male and female in ratios appropriate to the capacity of the shelter. The shelter provides toilets and wash basins accessible to clients with disabilities.

The shelter provides toilet tissue, soap, and a means for washing and drying hands. If the shelter provides showers on site, towels and soap must be provided. The shelter provides containers for disposal of feminine hygiene products. Shelters should supply deodorant, shampoo, toothbrushes, toothpaste, condoms, feminine hygiene products, and diapers.

The shelter allows guests to use bathrooms and showers that correspond to their gender identity. If the guest has concerns, the shelter provides bathroom and shower facilities based on a guest's concerns regarding safety and social comfort. Shelters provide, if possible, gender-neutral bathrooms and showers for all guests to use. However, shelters do not require this as the only option for transgender and gender non-conforming guests because restricting choices in this way may draw unwanted attention to the individual or situation. Shelters and programs may wish to post signs in bathrooms reminding all guests to please let other guests use the restroom in peace, as each of us can decide for ourselves which restroom we belong in.

5.5.6 Security

The building and grounds are routinely and regularly monitored. Building or shelter security is maintained, and when appropriate to the population served and the type of facility, clients are encouraged to form client patrols.

Shelters should permit clients to have visitors as appropriate to the shelter population and type of facility. Shelter clients are responsible for the behavior of their visitors and may experience the consequences of their guests' negative behaviors as specified in the shelter guidelines.

5.5.6.1 Weapons

Shelters prohibit possession of weapons by everyone (clients, staff, volunteers, guests, etc.) at the facility. The program makes immediately available and accessible its policy regarding the discovery of weapons, including a list of items considered to be weapons.

Work tools and any other devices, which may be used in a manner that could cause serious bodily injury, must be checked in at the front desk and appropriately stored, before the client is allowed in other areas of the shelter.

Items which require check-in must be tagged with the client's name and date of check-in. All check-in items must be immediately stored in a locked box, closet or cabinet, which is to be located in a secure area of the facility. Clients may retrieve the items whenever they are ready to leave the facility.

5.5.7 Storage of Personal Possessions and Medications

In shelters, bedrooms should have individual, separate lockable storage lockers for the adult client's belongings. Each locker should be large enough to accommodate winter clothing. Service enriched shelters should allow clients to store personal belongings for up to 72 hours after clients have left the shelter.

Shelters which hold funds or possessions on behalf of clients have a written policy and established procedure for securing and returning clients' belongings. The policy specifies how the stored items will be safeguarded, the shelter's liability for items that are lost or stolen, and the length of time funds or possessions will be held. Shelters must explain this policy to clients before holding any funds or possessions for them, and shelters must make immediately available and accessible this policy in no higher than a fifth grade reading level, in the frequently encountered languages of limited English proficient groups eligible to be served by the program, and in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters).

If the shelter holds possessions on behalf of a client, those funds or possessions are returned the same day if possible, and no later than two business days after the demand for return.

Shelters comply with local and federal laws and regulations regarding the storage of record-keeping concerning medications. Shelters have established procedures for preserving clients' confidentiality in the storage of and keeping of records concerning medications.

5.5.8 Maintenance and Housekeeping

Shelters have a written building maintenance policy that includes a clearly identified person to whom the clients can report maintenance problems. Routine maintenance is performed by qualified personnel or qualified personnel supervise maintenance work performed by clients.

The shelter has a housekeeping plan to ensure a safe, sanitary, clean and comfortable environment. The plan includes:

1. A cleaning schedule for all parts of the facility, including, but not limited to, the floors, walls, windows, doors, ceilings, fixtures, equipment, and furnishings;
2. A schedule for collecting and discarding trash inside the facility; and
3. A clearly identified person(s) responsible for the tasks on the housekeeping plan.

Trash inside the facility is contained in appropriate trash receptacles. Trash receptacles are emptied on a regular basis.

Adequate, properly maintained supplies and equipment for housekeeping functions are available. These supplies are properly labeled and are kept in a separate cabinet away from any food and out of the reach of children.

A material safety data sheet is maintained where the chemicals that the sheets apply to are stored for all chemical products used on site. An additional copy of the sheets must be maintained in a location that can be accessed easily by staff and clients in the event of an emergency and must be available upon request.

5.5.9 Communicable Diseases

All shelter clients should be given information about and, if appropriate, referred to City-/County-sponsored disease testing (e.g., for TB and HIV/AIDS) and child immunizations.

Staff use universal precautions when disposing of items such as diapers, tissues, band-aids, etc. Gloves and plastic bags are used when handling and disposing of these items.

The program notifies clients anytime there is a possibility that they were exposed to a communicable disease that is spread through casual contact. Notification must include posting a written warning about possible exposure in no higher than a fifth grade reading level, in a conspicuous location, and in the frequently encountered languages of limited English proficient groups eligible to be served by the program and in a fashion readily accessible to accommodate hearing impaired, Deaf, and sight impaired individuals (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters). The warning includes the date of the exposure, the disease, the onset time of the disease, its symptoms and how it is treated.

The program consults a medical professional when deciding if a client or potential client is infected with a contagious communicable disease that might endanger the health of other clients.

The program maintains written policies regarding mandatory implementation of universal precautions, control of tuberculosis, (per the Oklahoma State Department of Health's guidelines), and notification of clients of possible exposure to a communicable disease.

The program maintains written policies on client confidentiality issues regarding communicable diseases, including HIV/AIDS.

Program admission and exit policies and daily operation procedures adhere to protocols established by the Center for Disease Control.

5.5.10 Pest Control

The shelter works actively to prevent insect and rodent infestations and to eliminate them if they occur. In kitchen, dining areas, and food storage areas, the shelter takes precautions such as wiping up spills and crumbs frequently; storing food at least six inches off the floor and away from the walls; checking incoming boxes for insects and rodents excluding clients' personal belongings; filling in all crevices and cracks in walls; elevating garbage containers off the floor; having annual pest control inspections; and installing self-closing doors, where appropriate, on the outside of the facility.

Shelters should have monthly pest control inspections. The shelter notifies clients of any pest-control maintenance activities. Notification must be given 24 hours in advance. The material safety data sheets are requested from any exterminators hired and kept on file.

5.5.11 Provisions for Babies and Young Children

If the shelter provides services to people with children, it must provide age appropriate cribs or beds, storage space for toys, and appropriate feeding equipment for infants and young children. If the shelter provides services to people with infants, it must provide refrigeration and cooking equipment capable of being used for the storage and preparation of infant formula, baby food and milk.

All children's furniture and equipment meet national safety standards. Donated furniture and equipment also must meet these same standards.

5.6 Exits from Shelter

Clients only move to another emergency shelter when:

1. They desire and choose;
2. Accommodations more appropriate to meet their health and safety needs are available (e.g., recovery housing, domestic violence shelter, youth shelter); and
3. No permanent housing solution (with or without supportive services) is currently available that is a similar or better match for their preferences and needs.

Exits to other homeless situations are avoided, even when program guidelines are violated.

People who pose an imminent risk of harm to themselves or others may be exited to more appropriate assistance, such as a more intensive program, hospital, or other emergency responder.

5.6.1 Client Suspension or Termination

Suspension or termination from the shelter will only occur in extreme circumstances, for actual threat or injury to other clients, staff, or property. Shelter staff will make every effort to accommodate clients regardless of any infraction and to resume assistance to the client in the future. The shelter will have written policies and procedures for expelling individuals that:

1. Define reasons or conditions of expulsion;
2. Include timely due process provisions;
3. Are clear and simple to understand;
4. Describe the conditions or process for re-admission to the shelter including the appeal and complaints procedure; and
5. Require reasonable efforts be made to provide an appropriate referral.

6 Supportive Housing: Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing

6.1 Housing First in Supportive Services

A Way Home for Tulsa's aims to increase the supply of healthy and safe housing and supportive housing that is affordable and available to extremely low income and/or special needs households. All supportive housing programs follow best practice models to provide transitional housing (TH), rapid rehousing (RRH), and permanent supportive housing (PSH). TH, RRH, and PSH programs follow a Housing First philosophy, moving households directly into housing without prerequisites and doing whatever it takes to keep them housed, including rehousing households when necessary. Housing programs offer robust supportive services to help households maintain their housing and all services are voluntary and client driven. The policy below supplements the Housing First protections outlined in sections 1.4 Admission Procedures, Eligibility, and Documentation, 1.5 Protocols, Policies, and Procedures, and 1.6 Procedures to Protect Client Rights and details the A Way Home for Tulsa's efforts to implement Housing First in TH, RRH, and PSH programs.

TH, RRH, and PSH programs provide strength-based case management, building on the assumption that every client has the capacity to cope with difficulties, to maintain functioning in the face of stress, to bounce back in the face of significant trauma, to use external challenges as a stimulus for growth, and to use social supports as a source of resilience.

TH, RRH, and PSH programs utilize an assertive approach characterized by program staff assuming the responsibility to do whatever needs to be done to assist a client in meeting their individual goals, services and treatment needs. Staff consistently provides the energy, persistence, and unconditional support that clients need to develop, try and evaluate effective strategies and interventions to meet their individual aspirations, treatment and rehabilitation. This philosophy plays out differently in each program as the resources and the interventions vary program to program. The idea behind it, which applies throughout TH, RRH, and PSH programs, is that staff engage with clients creatively.

6.1.1 Voluntary Participation in Services

All TH, RRH, and PSH programs and supportive services provided are voluntary, and participation in supportive services is not required to maintain housing or program enrollment. A Way Home for Tulsa recognizes that it is providing housing and services for hard-to-house populations of persons experiencing homelessness and makes every effort to exercise judgment and examine all extenuating circumstances in determining when violations are serious enough to warrant termination. A program client's assistance is terminated only in the most severe cases. Specifically, TH, RRH, and PSH programs will not terminate clients for:

- Failure to participate in supportive services;
- Failure to make progress on a client's service plan;
- Loss of income or failure to increase income;
- Being a victim of domestic violence; or
- Any other activity not covered under a typical lease agreement in the general geographic area in and around Tulsa County.

Since supportive services are proactively offered as a benefit and resource to clients to help them attain and maintain housing, clients are not required to participate as a condition of their tenancy. Instead, program staff continually implement engagement strategies and use evidence-based practices, such as motivational interviewing, to encourage participation. In addition, program staff works with clients to design individualized service plans that support each client's unique strengths, needs, and interests. See *Client-Centered Housing Stability Planning, Section 5.1.2*.

6.1.2 Client-Centered Housing Stability Planning

A housing stability plans provides a roadmap for the client and the case manager. It breaks down the housing goal into attainable steps to make the process more manageable and clarifies goals and responsibilities, so everyone knows who is working on what and why. Supportive housing programs employ client-centered housing stability planning principles, where:

1. The central focus is on resolving the crisis of homelessness by helping clients obtain and move into permanent housing;
2. The approach is Housing First, so program staff do not expect or require that the client meet certain behavioral or economic preconditions (e.g., income threshold or sobriety);
3. Client choice drives the process and the client's strengths are recognized and used to empower the client throughout the process; and
4. The approach is individualized for each client and varies in intensity and length depending on the client's needs and strengths.

The process evolves as the client progresses. For a client that is not housed, the goal is to assist the client to develop a strategy and a plan to end the crisis of homelessness. For a housed client, the

ongoing goal is to put in place appropriate supports to stabilize and maintain housing by making linkages to mainstream and community resources that to help the client stabilize and provide a network of support to avoid future housing crises.

Housing stability planning requires the program to identify:

1. Barriers to housing and steps to mitigate or resolve them;
2. Client's strengths and steps needed to build on those strengths; and
3. Available resources and path to obtain those resources.

Programs should document all steps client and case manager will take to move toward permanent housing, include both short- and longer-term goals and timelines, and build in flexibility to respond to progress and changing circumstances.

6.1.2.1 Step 1: Assessment of Housing Barriers and Strengths

Supportive housing programs set an expectation of housing focus. At intake, discuss permanent housing as the goal of the program. Make housing-focused culture evident from agency bulletin boards, materials, intake paperwork, etc. Start discussions about housing and development of a housing plan right away following enrollment.

Explain the process of housing stability planning: how goals and actions will be set, how often meetings will take place, the approach to monitoring progress. Provide as much information as possible about roles and expectations and be responsive to client concerns.

The assessment should be designed to collect information from clients regarding their past living situations to identify and address barriers to housing stability:

- What was the last place where the client lived that worked well? What about that situation made it work well?
- Has the client had a lease before? How did that go?
- Does the client have past evictions?
- Has the client lived in subsidized housing before?
- Has the client tried applying for a new lease recently? What was the outcome?
- Does the client have any concerns about moving into their own place?

Client preferences should guide the plan. Since in a tight housing market, there are generally going to have to be some compromises and some trade off made, the assessment process should include a discussion of some of those limitations and identify what is most important to the client and what is negotiable. Consider pets, reasonable accommodations, proximity to family, friends, or other supports that may be important to maintaining housing:

- What type of housing arrangement would the client prefer now? In the future?
- Where would the client like to live?
- Is there anywhere the client wants to avoid, e.g., due to domestic violence or recovery from substance abuse?
- Where does the client have a network of family and/or friends?

The core of the housing assessment identifies the client's primary barriers and strengths that could help them obtain or maintain housing. Identifying barriers to housing helps to focus planning and goal setting on overcoming the most pressing of these barriers. At minimum the assessment should identify:

- What are the client's resources, including income, work experience, and social network?
- How can actions or circumstances which led to the client's housing crisis be resolved or mitigated?
- What other barriers interfere with the client's ability to regain stable housing?
- What supports will the client need to move into and maintain stable housing?
- How well can the client solve problems and access services, independently and/or with support?

Client Assessment Checklist:

- ☐ Explain the process and goals
- ☐ Discuss the client's housing history and preferences
- ☐ Run a credit report
- ☐ Check public records of evictions
- ☐ Contact previous landlords
- ☐ Identify the client's strengths and barriers

6.1.2.2 Step 2: Goal Setting and Action Planning

Supportive housing programs use the findings of the assessment of strengths and barriers to conduct a client-centered process to set goals related to:

- Obtaining housing, including resolving tenant screening barriers;
- Meeting lease requirements;
- Increasing/maintaining income, obtaining employment, and developing budgeting skills;
- Acquiring independent living skills that support housing stability;
- Addressing service needs for mental health or substance abuse issues that may cause barriers to permanent housing; and
- Reducing debt, repairing credit history, increasing independence.

Client preference is a primary consideration when selecting a housing unit. Program staff should discuss specific preferences with each client such as preferred location, unit size, proximity to amenities and any desired unit characteristics. All clients should have the opportunity to view a potential unit before determining if they want to live there. Program staff may need to work with clients to set expectations in light of the particular limitations of the program in which they are participating. Master leasing programs are sometimes unable to offer the same breadth of choice, and that should be discussed with clients at the outset of the program to support housing discussions.

Program staff share information about all options based on client's housing history and preferences. The client sets goals and priorities – even if options are limited. Program staff assists the client to identify steps to obtain and maintain stable housing. Clients have input and final decision-making for all goals, actions steps, and timelines.

Goal Setting Checklist:

- ☐ Include both short- and long-term goals
- ☐ Break goals down into steps that can be accomplished between meetings
- ☐ Action steps to achieve goals should be:
 - Clear and easy to understand;
 - Measurable; and
 - Accomplishable in a short period of time (e.g., a week).
- ☐ Indicate what support is needed to achieve each goal
- ☐ Specify tasks to be completed by the client and by the case manager

6.1.2.3 Step 3: Supporting Long-Term Housing Stability

Supportive housing programs provide tenant education and supports to ensure lease compliance. For rapid rehousing, increasing income should be the central focus if client cannot remain housed with current income. For all supportive housing programs, maximizing the amount of income available for rent to support stable housing includes connecting clients with mainstream benefits to help cover household expenses such as food, utilities, and healthcare and identifying community resources that can provide free or low-cost goods and services.

Tenant Supports and Lease Compliance Checklist:

- ☐ Explain lease requirements and consequences of violations and evictions
- ☐ Provide a simplified breakdown of most important lease components
- ☐ Make a do's and do not's list to better understand common lease violations
- ☐ Discuss how to build respectful relationships with the landlord and neighbors
- ☐ Provide information on submitting a maintenance request and how to follow up
- ☐ Practice responses to complaints from other tenants or requests for a repair
- ☐ Mediate issues and suggest methods for achieving compliance with the lease
- ☐ Provide expedited access to legal assistance for tenancy issues that may arise

Budgeting and Increasing Income Checklist:

- ☐ Coordinate closely with employment service providers
- ☐ Help the client write a resume
- ☐ Help the client identify potential references
- ☐ Set up practice interviews for the client
- ☐ Connect the client with a life skills program, depending on job readiness
- ☐ Connect the client to a credit counselor to try to reduce monthly debt payments

Overcoming Barriers to Mainstream Benefits Checklist:

- ☐ Assist the client with completing forms, gathering documents, and preparing for appointments
- ☐ Provide translation for appointments
- ☐ Help obtain necessary identification or documents
- ☐ Provide a place to store documents
- ☐ Act as contact or representative payee if possible and appropriate
- ☐ Follow up to ensure the client maintains benefits

6.1.2.4

6.1.2.5 Step 4: Monitoring Progress and Follow-up

The housing stability planning process should be ongoing and should adapt with progress and with changed circumstances as necessary.

Monitoring Progress Checklist:

- ☐ Periodically review income, housing costs, and other expenses with the client
- ☐ Review current circumstances and any changes with the client
- ☐ Catch problems early on with home visits
- ☐ Maintain frequent contact with the landlord after move-in
- ☐ Offer peer support groups
- ☐ Provide case manager "drop-in" hours, not just appointments

6.1.3 Tenant Rights and Legal Protections

The ultimate goal of TH, RRH, and PSH housing programs is to assist persons experiencing homelessness in Tulsa County to attain and maintain long-term stability in permanent housing. In order to assist clients to maintain housing, TH, RRH, and PSH program staff will:

1. Ensure that tenants have a lease that does not curtail their rights, as outlined in Oklahoma's [Okla. Stat. Ann. Tit. 41, § 101 to 136](#) – Residential Landlord and Tenant Act;
2. Educate clients about their lease or occupancy agreement terms, provide legal assistance, and support clients to exercise their full legal rights and responsibilities;
3. Advocate on behalf of clients to landlords, such that landlords and providers in Housing First models abide by their legally defined roles and obligations;
4. Ensure Fair Housing and Equal Opportunity practices, including prohibiting discrimination on the basis of race, color, religion, sex, national origin, disability, and familial status;
5. Support clients with disabilities and those needing reasonable accommodations under Fair Housing and ensure that clients with disabilities are offered clear opportunities to request reasonable accommodations during applications, screening processes, and tenancy and make sure that building and apartment units include special physical features that accommodate disabilities.

6.1.4 Harm Reduction

TH, RRH, and PSH programs operate using a harm reduction model. Harm reduction refers to policies, programs and practices that aim to reduce the harms associated with substance abuse in people unable or unwilling to stop. The defining features are the focus on the prevention of harm, rather than on the prevention of substance use itself, and the focus on people who continue to use substances. Harm reduction incorporates a spectrum of strategies from safer use, to managed use, to abstinence, to meeting clients "where they're at," addressing conditions of use along with the use itself. Clients will be at different stages of recovery, and interventions must be tailored to those stages.

Harm reduction complements approaches that seek to prevent or reduce the overall level of substance consumption. It is based on the recognition that many people continue to use substances despite even

the strongest efforts to prevent the initiation or continued use of substance. Harm reduction accepts that many people who use substances are unable or unwilling to stop at any given time. Access to good treatment is important for people with substance abuse problems, but many people are unable or unwilling to get treatment. Harm reduction interventions are facilitative rather than coercive and are grounded in the needs of individuals.

The Harm Reduction Coalition, a national advocacy and capacity-building organization that works to promote the health and dignity of individuals and communities who are impacted by drug use, considers the following principles central to harm reduction practice:

- Accept, for better and or worse, that licit and illicit substance use is part of our world and choose to work to minimize its harmful effects rather than simply ignore or condemn it.
- Understands substance use as a complex, multi-faceted phenomenon that encompasses a continuum of behaviors from severe abuse to total abstinence and acknowledge that some ways of using are clearly safer than others.
- Establish quality of individual and community life and well-being – not necessarily cessation of all substance use – as the criteria for successful interventions and policies.
- Call for the non-judgmental, non-coercive provision of services and resources to people who use substances and the communities in which they live in order to assist them in reducing attendant harm.
- Ensure that substance users and those with a history of substance use routinely have a real voice in the creation of programs and policies designed to serve them.
- Affirms substance users themselves as the primary agents of reducing the harms of their substance use and seek to empower users to share information and support each other in strategies which meet their actual conditions of use.
- Recognize that the realities of poverty, class, racism, social isolation, past trauma, sex-based discrimination and other social inequalities affect both people's vulnerability to and capacity for effectively dealing with substance-related harm.
- Does not attempt to minimize or ignore the real and tragic harm and danger associated with licit and illicit drug use.

6.1.5 Stages of Change

TH, RRH, and PSH programs apply the Transtheoretical Model, which describes five stages of change, which are designed to help professionals understand clients, in particular those with addiction problems, and motivate them to change.

6.1.5.1 Stage 1: Precontemplation (Not Ready)

People at this stage do not intend to start the healthy behavior in the near future (within six months) and may be unaware of the need to change. People here learn more about healthy behavior: they are encouraged to think about the pros of changing their behavior and to feel emotions about the effects of their negative behavior on others. Precontemplators typically underestimate the pros of changing, overestimate the cons, and often are not aware of making such mistakes.

One of the most effective steps that programs can help with at this stage is to encourage them to become more mindful of their decision making and more conscious of the multiple benefits of changing an unhealthy behavior.

6.1.5.2 Stage 2: Contemplation (Getting Ready)

At this stage, clients are intending to start the healthy behavior within the next six months. While they are usually now more aware of the pros of changing, their cons are about equal to their pros. This ambivalence about changing can cause them to keep putting off taking action. People here learn about the kind of person they could be if they changed their behavior and learn more from people who behave in healthy ways.

Programs can influence and help effectively at this stage by encouraging them to work at reducing the cons of changing their behavior.

6.1.5.3 Stage 3: Preparation (Ready)

People at this stage are ready to start taking action within the next 30 days. They take small steps that they believe can help them make the healthy behavior a part of their lives. For example, they tell their friends and family that they want to change their behavior.

People in this stage should be encouraged to seek support from friends they trust, tell people about their plan to change the way they act, and think about how they would feel if they behaved in a healthier way. Their number one concern is: when they act, will they fail? They learn that the better prepared they are, the more likely they are to keep progressing.

6.1.5.4 Stage 4: Action

People at this stage have changed their behavior within the last six months and must work hard to keep moving ahead – to strengthen their commitments to change and to fight urges to slip back.

People in this stage progress by being taught techniques for keeping up their commitments such as substituting activities related to the unhealthy behavior with positive ones, rewarding themselves for taking steps toward changing, and avoiding people and situations that tempt them to behave in unhealthy ways.

6.1.5.5 Stage 5: Maintenance

People at this stage changed their behavior more than six months ago. It is important for people in this stage to be aware of situations that may tempt them to slip back into doing the unhealthy behavior — particularly stressful situations.

6.2 Safeguards for Domestic Violence Survivors

6.2.1 VAWA-Required Forms and Notices

The Violence Against Women Act (VAWA) mandates that recipients of HUD funding provide each household applying for assistance with a Notice of Occupancy Rights and Certification Form at each of the following times:

1. The household is denied assistance;
2. The household is admitted to the program;
3. The household receives notification of eviction; and/or
4. The household is notified of termination of assistance.

A Way Home for Tulsa encourages all agencies to provide these documents to their clients.

The Notice of Occupancy Rights must include:

1. VAWA protections, including survivor rights of confidentiality and the prohibited bases for denial or termination of assistance or eviction; and
2. Limitations of VAWA protections, including a housing provider's compliance with court orders and right to evict or terminate assistance to tenants for any violation not premised on an act of domestic violence, dating violence, sexual assault, or stalking.

The Certification Form must provide space for the applicant to state:

1. That they are a survivor of domestic violence, dating violence, sexual assault or stalking;
2. That the incident that is the ground for protection meets the applicable definition for such incident under 24 CFR 5.2003; and
3. The name of the individual who committed the violent act, if the name is known and safe to provide.

6.2.2 VAWA-Required Contract Terms

For recipients of HUD funding, VAWA mandates that the following terms be incorporated into each rental contract that will be entered into as well as each existing rental contract which will be renewed following the expiration of a current term (including those which automatically renew). A Way Home for Tulsa encourages all agencies to incorporate these terms into rental contracts.

6.2.2.1 Required Terms for Agreements Between Agencies and Landlords

Any agreement between HUD recipients and property owners / landlords must include provisions stating that:

1. The owner/landlord will comply with 24 CFR part 5, subpart L; and
2. Any lease between the owner/landlord and the client or agreement between recipient and client will incorporate the provisions required by 24 CFR 5.2005(b) and (c), specifically:
 - a. The client cannot be denied or terminated assistance or evicted from housing due to their status as a survivor of domestic violence or due to criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking acts threatened or committed against them in the home; and
 - b. An incident of threatened or actual domestic violence, dating violence, sexual assault, or stalking against the client cannot be grounds for claiming the client has engaged in a "repeated and serious violation of a lease" or as good cause for terminating their assistance, tenancy, or occupancy rights.

Any lease between a landlord and client or agreement between recipient and client may specify that the protections under 24 CFR part 5, subpart L only apply during the period of assistance under the HUD-funded program.

Tenant-Based Rental Assistance (TBRA) programs must include terms to ensure that:

1. The owner/landlord will provide the Notice of Occupancy Rights and Certification Form to the client with any notification of eviction; and

2. The recipient is bound by 24 CFR 5.2007(c) to keep in strict confidence any information provided by the client, including the fact that domestic violence occurred, when requesting an emergency transfer.

Non-TBRA programs must include a provision stating that any agreement between the program and client will permit the client to terminate the agreement without penalty if the recipient determines that the client qualifies for an emergency transfer.

6.2.2.2 Required Terms for Leases Between Landlords and Program Clients

Any lease between a property owner / landlord and a client must include provisions stating that:

1. The landlord will comply with 24 CFR part 5, subpart L; and
2. Per 24 CFR 5.2005(b) and (c):
 - a. The client cannot be evicted from housing due to their status as a survivor of domestic violence or due to criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking acts threatened or committed against them in the home; and
 - b. An incident of threatened or actual domestic violence, dating violence, sexual assault, or stalking against the client cannot be grounds for claiming the client has engaged in a “repeated and serious violation of a lease” or as good cause for terminating their tenancy.

The lease may specify that protections under 24 CFR part 5, subpart L only apply during the period of assistance under the HUD-funded program.

6.2.2.3 Required Terms for Agreements Between Recipients and Program Clients

Any agreement between a HUD-funded recipient and client must include provisions stating that:

1. The recipient will comply with 24 CFR part 5, subpart L; and
2. Per 24 CFR 5.2005(b) and (c):
 - a. The client cannot be denied or terminated assistance or evicted from housing due to their status as a survivor of domestic violence or due to criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking acts threatened or committed against them in the home; and
 - b. An incident of threatened or actual domestic violence, dating violence, sexual assault, or stalking against a client cannot be grounds for claiming the client has engaged in a “repeated and serious violation of a lease” or as good cause for terminating their assistance, tenancy, or occupancy rights.

The lease may specify that protections under 24 CFR part 5, subpart L only apply during the period of assistance under the HUD-funded program.

Non-TBRA programs must also include a provision stating that the client may terminate the agreement without penalty if the recipient determines that the client qualifies for an emergency transfer.

6.2.3 Bifurcating Leases

Housing providers may bifurcate TBRA leases to evict, remove, or terminate assistance to a household member who engages in DV-related criminal activity without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such criminal activity who is also a tenant or lawful occupant.

TBRA and any utility assistance shall continue for the family member(s) who are not evicted or removed.

Non-TBRA clients who have not already established independent program eligibility at the time of bifurcation have 90 days to establish their eligibility or locate other housing.

In PSH, if the family's eligibility was based upon the evicted or removed family member's disability or chronic homeless status, the remaining family members may stay in the project through the end of the lease.

6.3 Transitional Housing

TH is designed primarily for households who thrive in a structured environment and who need fixed, medium-term assistance while they learn job skills or complete a vocational/educational program. In TH, clients are typically limited to 24 months (although some programs can be longer), and clients are reassessed at set intervals. Households typically contribute 30% of their adjusted income towards rental costs. This model is often appropriate for master leasing arrangements.

6.3.1 Target Populations for Assistance

A Way Home for Tulsa TH programs serve a range of populations, including single adults, youth and families with children. Regardless of target population, program design and services should further the goal of transitioning clients to permanent housing. In alignment with national priorities and evidence-based practices, TH programs prioritize and target the following populations:

1. Transitional age (18-24) youth, including single youth, pregnant youth, and/or youth-led households with children;
2. Persons with experience of domestic violence or other forms of severe trauma; and
3. Individuals and heads of household struggling with substance abuse, or early in recovery from substance abuse.

6.3.2 Structure of Assistance

TH programs facilitate the movement of homeless individuals and families to permanent housing within 24 months of entering TH. Upon exit from TH, clients are able to maintain housing stability in permanent housing.

6.3.3 Housing Requirements

All units housing clients must meet HUD Housing Quality Standards. Every TH client must enter into a lease or occupancy agreement, so that clients retain full tenants' rights during their residency in the program. Rents collected from clients of TH may be reserved in whole or in part to assist the clients to move to permanent housing.

6.3.4 Service Requirements

TH programs are characterized by:

1. Client-centered services, by directly providing a range of services or by serving as part of a network that provides a range of services tailored to each client's level and type of need;
2. Immediacy, by providing for timely intervention and avoidance of delays in implementing a workable plan for transition to a permanent housing situation; and
3. Continuity and linkage to after-care (to the extent possible when funding is available), by providing services in cooperation with other resources and ensuring appropriate follow-up after the household has left the program.

TH programs must develop service plans with clients and provide referrals with warm hand-offs for identified services that address each client's ongoing needs. Service planning should be initiated at intake and focus on identifying and transitioning clients to the most appropriate permanent housing situation. Ongoing assessment of progress on the client's service plan should be conducted throughout the household's term of residence in the program.

TH programs, either directly or by referral, must make services available to all clients that are tailored to support each client in transitioning to permanent housing. The level and type of services offered should meet each client's identified needs, including but not limited to any of the following:

- Crisis intervention
- Legal assistance
- Service coordination
- Emergency and ongoing identification of medical and health needs and referral for care
- Public benefits eligibility assessment and application assistance
- Educational and employment assistance
- Exit planning, housing search, and relocation assistance
- Education related to activities of daily living (life skills)
- Preventive health education, including information about prevention of HIV/AIDS, Tuberculosis and Sexually Transmitted Diseases
- Substance abuse and mental health counseling
- Support groups
- Structured social/recreational activities
- Parenting education
- Job referral and placement
- Childcare
- Transportation

- Domestic violence counseling
- Other appropriate services as necessary for the service population

6.4 Rapid Rehousing

RRH programs are designed to serve clients for a shorter period of time, after which housing assistance transitions off and they remain in their housing unit. The maximum term of assistance is typically 24 months, but many clients receive assistance for a much shorter period of time. Services are provided on an as-needed basis and are focused on income generation activities that help support housing stability. In RRH programs, clients typically contribute a percentage of the rent and the level of contribution often increases over time. Recertification of eligibility and rent calculation occur at frequent intervals – typically every three months.

This type of housing is well suited for households experiencing episodic homelessness who have participated recently in the workforce or have the skills/experience to eventually sustain rental costs on their own. This type of housing can also be used to “bridge” someone needing longer term assistance who is likely to receive a long-term housing “slot” within six to nine months but is currently unhoused.

6.4.1 Target Populations for Assistance

A Way Home for Tulsa RRH programs target the following populations:

1. Veterans;
2. Youth and families with children;
3. Individuals and families fleeing domestic violence;
4. Non-Chronically-Homeless individuals; and
5. Chronically Homeless not requiring permanent supportive housing.

6.4.2 Structure of Assistance

The structure of RRH assistance is guided by a philosophy that encourages programs to provide the least amount of assistance to individuals and families to ensure their housing stability. Program staff together with the client, determine how long or often to provide a subsidy (unless determined by specific grant requirements, regulations, etc.) while at the same time ensuring that program resources are used as efficiently as possible.

After receipt of assistance, household is able to remain stably housed. At the conclusion of assistance, providers are encouraged to follow up with the household for up to six months to monitor and evaluate whether they have remained stably housed and provide supportive services as necessary.

Rental subsidies are provided for a maximum of 24 months and decline in steps based upon a fixed timeline, determined by the program. Providers may revise the fixed timeline as needed to accommodate the client’s circumstances. Initial assistance can be as much as 100% of rent. Client will pay a percentage of their rent based on the program’s assessment of the client’s financial and family situation, with rental assistance decreasing monthly over time (schedule to be determined by program).

RRH clients must enter into a lease for an initial term of at least one year. The lease must continue automatically upon expiration on a month-to-month basis and be terminable only for cause.

An assessment tool is used to determine the need for ongoing assistance every 90 days. Additionally, RRH programs must re-evaluate, not less than once annually, that a client lacks sufficient resources and

support networks necessary to retain housing without assistance and that the client is receiving the types and amounts of assistance that they need to retain housing.

6.4.3 Housing Requirements

RRH programs will endeavor to offer as much client choice as possible regarding type and location of housing and will provide a living environment that is safe and accessible, offer supportive services, and encourage maximum independence. All units housing clients must meet HUD Housing Quality Standards.

RRH programs should not issue rental checks to anyone other than a property owner or property management company. Programs should verify property ownership by calling the Tulsa County Assessor. Provide the Assessor with the address of the unit the client is interested in renting and verify the name of the property owner. RRH programs should also call the landlord to verify the rental agreement.

A check or payment should not be made to the household or another party unless a utility reimbursement is to be paid, in which case the following must be followed:

- Direct payment to the program client; or
- Payment to the utility company on behalf of the client so long as:
 - a. Written permission is obtained from the program client; and
 - b. Written notification to the client of the amount paid to the utility company.

RRH programs should mail payment to the property owner and/or property management company. Should the landlord, property owner and/or property management company need the check immediately they may pick it up from the agency. A client should not pick up or deliver the payment to the property owner and/or property management company.

RRH programs should consider requiring two signatures for amounts over an identified threshold. All other standard financial procedures should apply including review of canceled checks and review of stale checks that have not been cashed.

6.4.4 Service Requirements

RRH programs provide intensive case management services throughout each client's stay in RRH to assist households to successfully retain housing and move off the subsidy and into self-sufficiency. Services may be provided at the program offices, and staff will conduct home visits when appropriate. Services may include, but are not limited to:

Housing Support

- Intake and assessment
- Rental assistance
- Legal assistance
- Assistance with housing applications
- Information and training regarding tenants' rights and responsibilities
- Education and assistance around landlord-tenants' rights and responsibilities

- Mediation and negotiation with landlords
- A minimum of one monthly face-to-face case management meeting
- A minimum of one quarterly home visit

Socialization and Daily Functions

- Daily living skills training
- Budgeting and money management skills and training
- Skills and training in maintaining a household
- Eligibility screening for, and assistance applying for and retaining mainstream resources
- Vocational and employment assistance or training and referral
- Supportive employment and referral for employment
- Interpersonal communication skills
- Transportation, including accompaniment to appointments, home visits
- Childcare
- Parenting information and education
- Conflict resolution and crisis intervention
- Helping clients connect to meaningful daily activities
- Social, cultural, or recreational activities
- Opportunities for peer-to-peer education and support
- Support groups and other services to maintain, preserve, and promote independence, including optimal physical, social, and psychological development and functioning

Wellness

- Service coordination
- Mental health counseling and education
- Substance abuse education and counseling
- Effective use of health care (medical/dental/mental health/psychiatric)
- Preventive health services

6.5 Permanent Supportive Housing

PSH is designed for people who need long term support, who typically face significant, long-term barriers to housing. Such barriers may include long-term homelessness, physical disabilities, mental health disabilities, multiple periods of homelessness, history of serious substance abuse, and/or histories of trauma. As such, there is no time limit on how long a client can receive assistance PSH. Compliance

with services is not required, but it is expected that clients will be engaged through intensive and creative service programming. In PSH programs, clients contribute a percentage of their income towards rent. The calculation of rent follows HUD guidelines, but is typically equal to 30% of adjusted income. Recertification of eligibility and income typically occurs annually (unless the program requires more frequent recertification, or a client reports a change in income).

6.5.1 Target Populations for Assistance

A Way Home for Tulsa PSH programs target the following populations:

1. Chronically homeless individuals and families;
2. Homeless individuals with disabilities;
3. Homeless families with disabled heads of household;
4. Homeless youth with disabilities; and
5. Elderly homeless adults.

6.5.2 Structure of Assistance

PSH is community-based permanent housing with intensive case management. After entering the PSH program, the household remains stably housed, either remaining in PSH or exiting to another permanent housing location. Some clients in PSH may choose to move into other subsidized housing with a lower level of supportive services.

There can be no predetermined length of stay in a PSH program. Each client must enter into a lease for an initial term of at least one year. The lease must continue automatically upon expiration on a month-to-month basis and be terminable only for cause.

6.5.3 Housing Requirements

PSH programs endeavor to offer as much client choice as possible regarding type and location of housing. All units housing clients must meet HUD Housing Quality Standards. PSH programs provide a living environment that is safe and accessible, offer supportive services, and encourage maximum independence. Where possible, PSH services are provided in community settings that are readily accessible by public transportation and convenient to shopping and other community services.

6.5.4 Service Requirements

PSH programs provide intensive case management services throughout each client's stay in PSH to assist households to maintain housing stability. Services may be provided at the program offices, and staff will conduct home visits when appropriate.

Case managers offer case management contact with clients at least four times per month. PSH programs, through collaborative arrangement or by referral, must offer services to all clients that are tailored to each client's needs. The level and type of services offered should fully meet each client's identified needs, including but not limited to any of the following:

Housing Support

- Intake and assessment
- Rental assistance
- Legal assistance

- Assistance with housing applications
- Information and training regarding tenants' rights and responsibilities
- Education and assistance around landlord-tenants' rights and responsibilities
- Mediation and negotiation with landlords

Socialization and Daily Function

- Daily living skills training
- Budgeting and money management skills and training
- Skills and training in maintaining a household
- Eligibility screening for, and assistance applying for and retaining mainstream resources (SSI, TANF, Medicaid, Veterans benefits, etc.)
- Vocational and employment assistance or training and referral
- Supportive employment and referral for employment
- Interpersonal communication skills
- Transportation, including accompaniment to appointments, home visits
- Childcare
- Parenting information and education
- Conflict resolution and crisis intervention
- Helping clients connect to meaningful daily activities
- Social, cultural, or recreational activities
- Opportunities for peer-to-peer education and support
- Support groups and other services to maintain, preserve, and promote independence, including optimal physical, social, and psychological development and functioning

Wellness

- Service coordination
- Mental health counseling and education
- Substance abuse education and counseling
- Effective use of health care (medical/dental/mental health/psychiatric)
- Preventive health services

6.5.5 Moving On

Over time, as mental health, physical health, or other challenges lessen, the supportive service needs of PSH clients may be better met through mainstream services rather than the intensive supportive services provided in PSH. However, in many cases the need for financial housing assistance remains. Programs should use creative strategies and incentives to encourage individuals and families to consider moving on if they feel ready. However, no one should feel pressured or coerced to leave their unit.

The primary goal is to provide clients with disabilities the opportunity and support they need to be able to live, work and receive services in the most integrated setting possible in a community of their choice. Policies should further tenants' rights to choose where and with whom to live, as well as whether to engage in services. Tenants should be offered a variety of housing options, to the extent possible, and should not be required to accept an accommodation if the individual chooses not to do so.

Program staff should schedule regular and frequent meetings with tenants specifically focused on transition planning, setting expectations and addressing fears. Work with the tenants to gradually decrease services and supports or create "trial scenarios" so that tenants can practice readiness while still in housing (i.e., using community services, handling conflicts with neighbors/landlords independently, creating a budget and managing finances, managing medications, etc.).

Program staff should work with tenants to create a formal and comprehensive transition plan that identifies tenant strengths, living skills and the supports necessary to help them meet transition goals. It is important that this planning process include the perspective of both the client and case manager. This document should guide the pre-transition planning process and hold both tenants and case managers accountable for their respective roles in the process.

Moving on should be approached with holistic, comprehensive pre-transition services in place – including living skills training, employment, and community integration supports – as well as individualized aftercare supports to ensure a successful transition over the long-term. Staff should make sure clients understand that services will not stop the minute they leave supportive housing and clearly communicate the kind of supports available to them, at what frequency and for how long. In cases where clients are moving from supportive housing to a less intensive service environment, clients should be well-informed about what those services will look like and how to access them.

A Way Home for Tulsa Outcome Standards

Formulas and Benchmarks for System-Wide Measures

The outcome standards below apply to all A Way Home for Tulsa (AWH4T) homelessness prevention, street outreach (SO) and emergency shelter (ES) programs. They also apply to all CoC-funded transitional housing (TH), joint component transitional housing rapid rehousing (TH-RRH), rapid rehousing (RRH), and permanent supportive housing (PSH) as well as to non-CoC-funded AWH4T programs that fall within HUD's definition of TH, TH-RRH, RRH, and PSH.

Goal 1: Stop Homelessness Before It Begins

- A. The extent to which diversion and prevention program participants who retain permanent housing *[based on HUD SPM Metric 6a]*
 - *Proposed Methodology:*
 1. Add the number of persons in the client universe – participants of diversion and prevention programs during the previous reporting period;
 2. Of this universe, add those who were subsequently recorded in SO, ES, and TH within 24 months following their program exit;
 3. Divide the total from step 2 by the total from step 1 to calculate the percentage who fell into homelessness within 24 months; and
 4. Subtract the total step 3 from 1 to calculate the percentage of participants who maintained permanent housing within 24 months.
 - *Proposed Benchmark:* 85%
- B. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness within 24 months (TH, TH-RRH, RRH, and PSH) *[HUD SPM Metric 2a.2]*
 - *Proposed Methodology:*
 1. Add the number of persons in the client universe – leavers to permanent housing destinations during the previous reporting period;
 2. Of this universe, add those who were subsequently recorded in SO, ES, TH, TH-RRH, RRH, and PSH within 24 months following their exit to permanent housing; and
 3. Divide the total from step 2 by the total from step 1 to calculate the % who returned to homelessness within 24 months.
 - *No Proposed Benchmark* (just report and review data)

Goal 2: Transform the Homeless System of Care to Be More Effective, Equitable, and Person-Centered

- C. The extent to which programs are running at capacity based on occupied units (TH and PSH)
 - *Proposed Methodology:*
 1. Add housing inventory universe (total units proposed across all relevant programs);
 2. Of the universe, add up those units that were occupied nightly;
 3. Divide the total from step 2 by the total from step 1 to calculate percentage nightly occupancy;
 4. Average these percentages across the reporting period.
 - *Proposed Benchmark:* 90%

- D. The extent to which programs are running at capacity based on served persons (TH-RRH and RRH)
- *Proposed Methodology:*
 1. Add client universe (total proposed households served at a point in time);
 2. Of the universe, add up those households who were actually served;
 3. Divide the total from step 2 by the total from step 1 to calculate percentage of proposed households who were actually served;
 4. Average these percentages across the reporting period.
 - *Proposed Benchmark:* 90%
- E. The extent to which programs are spending down their CoC/ESG grants (homelessness prevention, ES, TH, TH-RRH, RRH, and PSH)
- *Proposed Methodology:*
 1. Add funding universe (grant funds received by programs in their most recent completed operating year);
 2. Of the universe, add up the grant funds that were expended; and
 3. Divide the total from step 2 by the total from step 1 to calculate percentage expenditure.
 - *Proposed Benchmark:* 90%
- F. The extent to which core outcomes (gain or increase in cash income, housing retention, exits to permanent housing, returns to homelessness) are impacted by characteristics of persons served (TH, TH-RRH, RRH, PSH) as compared to:
- Persons counted in the most recent Point-in-Time Count by race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Deduplicated persons in HMIS during the reporting period by race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Deduplicated persons assessed during the reporting period by each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - *Proposed Methodology:*
 - Calculate the percentage of persons enrolled during the reporting period for each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Calculate the percentage of persons who gained or increased cash income from any source during the reporting period for each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Calculate housing retention during the reporting period for each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Calculate the percentage of persons who exited to permanent housing (excluding deceased) during the reporting period for each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - Calculate the percentage of persons who exit homelessness to permanent housing destinations that return to homelessness within 24 months (B, above) for each race, ethnicity, age (under 18, 18-24, 25-44, 45-61, 62+), gender, and disability status.
 - *No Proposed Benchmark* (just report and review data)

- G. The extent to which housed adults have access to sufficient resources to meet their needs:
- Housed adults' monthly income is greater than or equal to \$783 (PSH) *[set to 2020 SS/ federal payment amount]*;
 - Housed households' monthly income is greater than or equal to the Tulsa living wage (TH, TH-RRH, and RRH); and
 - Housed adults' monthly income is greater than or equal to the Tulsa living wage (TH, TH-RRH, and RRH).
 - *Proposed Methodology:*
 - Calculate the percentage of housed adults who meet the standard based on income recorded at entry or in status updates (PSH).
 - *No Proposed Benchmark* (just report and review data)
 - Calculate the percentage of housed households who meet the standard based on total household income recorded at exit (TH, TH-RRH, and RRH).
 - *No Proposed Benchmark* (just report and review data)
 - Calculate the percentage of housed adults who meet the standard based on income recorded at exit (TH, TH-RRH, and RRH).
 - *No Proposed Benchmark* (just report and review data)
- H. The extent to which housed adults gain or increase cash income over time (TH, TH-RRH, RRH, and PSH):
- Adult participants increased employment income from entry to exit *[HUD SPM Metric 4.4]*; and
 - Adult participants increased total cash income from entry to exit *[HUD SPM Metric 4.6]*.
 - *Proposed Methodology:*
 1. Add the number of adult participants from TH, TH-RRH, RRH, and PSH who have *[employment/total cash]* income information on latest update or program exit;
 2. Of this universe, add the number who gained or increased *[employment/total cash]* income from program entry to latest update or program exit; and
 3. Divide the total from step 2 by the total from step 1 to calculate the percent increase.
 - *Proposed Benchmarks:*
 - Employment income
 - TH, TH-RRH, and RRH: 20%
 - PSH: 10%
 - Total cash income: 75%

Goal 3: Increase Access to Housing

- I. The extent to which participants exit to permanent housing (TH, TH-RRH, and RRH) *[HUD SPM Metric 7b.1]*
- *Proposed Methodology:*
 1. Add client universe (program leavers during the reporting period);
 2. Of the universe, add up those who exited to permanent housing destinations;
 3. Divide the total from step 2 by the total from step 1 to calculate the percentage of participants who exited to permanent housing.
 - *Proposed Benchmark:* 85%

- J. The extent to which participants retain or exit to permanent housing (PSH) [*HUD SPM Metric 7b.2*]
- *Proposed Methodology:*
 1. Add client universe (people in PSH during the reporting period);
 2. Of the universe, add up those who remained in PSH projects and those who exited to permanent housing destinations.
 3. Divide the total from step 2 by the total from step 1 to calculate the percentage of participants who retained or exited to permanent housing.
 - *Proposed Benchmark:* 95%
- K. Move On program participation (PSH)
- *Proposed Methodology:*
 1. Add client universe (people in PSH during the reporting period subtracting those who died);
 2. Of the universe, add up those who exited to permanent housing destinations.
 3. Divide the total from step 2 by the total from step 1 to calculate the percentage of participants who exited to permanent housing.
 - *Proposed Benchmark:* 5%

Goal 4: Partner Across Tulsa to Build Solutions and Access Resources

- L. The extent to which programs meet data quality expectations (*i.e.*, timeliness and completeness) (ES, TH, TH-RRH, RRH, and PSH):
- *Proposed Methodology:*
 - Calculate % of participants with project start records entered within three business days from intake.
 - *Proposed Benchmark:* 75%
 - Calculate the percentage of exits to known destinations (not *don't know/refused*, *data not collected*, or *missing*).
 - *Proposed Benchmarks:*
 - ES and SH just report and review data
 - TH, TH-RRH, RRH, and PSH: 90%
 - Calculate the percentage of missing values for all HUD universal data.
 - *Proposed Benchmarks:*
 - ES and SH just report and review data
 - TH, TH-RRH, RRH, and PSH: 0%
 - Calculate the percentage of *don't know/refused* answers for all HUD universal data elements excluding SSN, Race, and *Exit Destination* based on average nightly occupancy.
 - *Proposed Benchmarks:*
 - ES and SH just report and review data
 - TH, TH-RRH, RRH, and PSH: 10%

Appendix F

Citizen Participation Plan

Citizen Participation Plan For the City of Tulsa, Oklahoma

This plan provides an outline of the citizen participation process and includes input from citizens and interested parties received through the public comment and hearing process. This plan supersedes any other existing Citizen Participation Plans for the City of Tulsa and will be implemented upon adoption to comply with the Consolidated Plan citizen participation requirements. This plan will be reviewed each fiscal year for regulatory and statutory compliance.

The City Council is the governing body of the City of Tulsa in matters related to the Consolidated Plan and associated housing and community development programs for the City of Tulsa, including Guaranteed Loan Funds. This body is composed of nine elected members representing nine council districts and makes final determinations regarding funding allocations.

The Mayor is the Chief Executive and Administrative Officer of the City of Tulsa and in matters related to the City's Consolidated Plan is authorized by the City Council to execute and submit all documents necessary for the City's Consolidated Plan and or any application for Guaranteed Loan Funds.

Objectives:

The goal of the City's Citizen Participation Plan is to encourage active citizen's involvement in the Consolidated Plan and Action Plan development and implementation. Inclusive of a wide range of providers, citizens, advocacy groups, public and private agencies and community leaders. The Finance Department, Division of Grants Administration administers several federal grant and loan programs from the U. S. Department of Housing and Urban Development (HUD) which funds housing, emergency shelter, economic development, infrastructure improvement, neighborhood revitalization and social service activities, among others. Each grant or loan program is required to invite public comment prior to the expenditure of funds to determine needs, establish funding priorities, and at the end of the program year, assess program performance. Some of the programs administered include the HOME Investment Partnerships (HOME), Section 108 Guaranteed Loan Funds (Guaranteed Loan Funds), Emergency Shelter Grant (ESG), Community Development Block Grant Program (CDBG), and Housing Opportunities for People with Aids (HOPWA).

The intent of the Citizen Participation Plan is to provide clear guidelines citizens may follow in order to play a role in the community development planning process. In so doing, the City addresses the spirit of citizen participation requirements as defined in the Consolidated Plan and related regulations. In addition, this Citizen Participation Plan will provide a means of fulfilling the City of Tulsa's commitment to further citizen involvement, with neighborhoods as the focal point of their involvement.

I. Encouragement of Citizen Participation

The City provides for and encourages citizen participation in the development and substantial amendments of the Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, and the Consolidated Annual Performance Report (CAPER). Low and moderate-income persons who reside in areas where the Consolidated Plan program or Guaranteed Loan Funds are proposed to be used are encouraged to participate. This also includes residents of public and assisted housing, non-English speaking persons, and persons with disabilities.

Council members and staff from the Grants Administration and the Department of Human Rights will sponsor workshops, HUD Community Development Committee meetings, and public hearings.

This will be accomplished by the following procedures.

1. Providing frequent and timely (at least 14 days) public notice of Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application and CAPER activities through:
 - Posting at City Hall
 - Posting on the City of Tulsa Website
 - Posting on City of Tulsa Social Media platforms
 - Emailing notices to past program applicants, Tulsa Housing Authority, service providers, and Planning District Chairs for dissemination.
2. Conducting public hearings to solicit input and comments from citizens on the following proposed documents:
 - Consolidated Plan
 - Annual Plans
 - Guaranteed Loan Funds Application
 - Substantial amendments to the Consolidated Plan, Annual Plan, or Guaranteed Loan Funds Application
 - CAPER

Public hearings will be posted and advertised with adequate advance notice to citizens and contain enough information so the public will understand the event being announced. Hearings will be held at City Hall at OTC located at 175 East 2nd Street

Public hearings will be conducted after normal business hours to solicit input from citizens on proposed Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan, or Guaranteed Loan Funds Application, and CAPER.

HUD Community Development Committee hearings, which generally occur during normal business hours, will be held at City Hall at OTC located at 175 East 2nd Street.

3. The City will publish the proposed Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application, and CAPER in draft form for comments. A reasonable number of free copies will be provided to citizens and groups upon request. Copies of draft documents will be available for review as follows:

- City Clerk office
- INCOG
- City/County Library Branches - Central Library and all regional libraries (addresses will be published in the public notice)
- City of Tulsa website

4. Time frames for the public to provide comments in writing will be as follows:

Proposed Documents	Comment Period
a. Consolidated Plan/Annual Plan and any substantial amendments to the plan	30 days
b. Guaranteed Loan Fund Applications and any substantial amendments to the application	10 Working Days
c. CAPER	15 days

All comments or views of citizens received in writing, or orally at the public hearings, will be considered when preparing the final Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER. A summary of these comments and a summary of any comments or views not accepted and the reasons therefore, shall be included in the final document.

II. Information To Be Provided in the Draft Consolidated Plan, Annual Plan and Guaranteed Loan Fund applications

Prior to the adoption of the Consolidated Plan, the City will make available to citizens, public agencies, and other interested parties appropriate information that includes at a minimum:

1. The amount and type of assistance the City expects to receive (i.e., Community Development Block Grant, HOME, Emergency Shelter, HOPWA Grant, Guaranteed Loan Funds, etc.), including any program income anticipated to be generated from program activities;
2. The range of activities that may be undertaken with Community Development Block Grant, HOME, Emergency Shelter Grant, HOPWA, and Guaranteed Loan Funds Application, including the estimated amount that will benefit persons of low- and moderate-income and the use of Community Development Block Grant funds in conjunction with Guaranteed

- Loan Funds;
3. Plans to minimize displacement of persons and to assist any persons displaced, specifying the types and levels of assistance the City will make available. Such information will be made available upon request and will be included in the Consolidated Plan or any Guaranteed Loan Funds Application as a Certification; and
 4. Plans to apply for, or continue utilizing, Guaranteed Loan Funds Application and a description of Community Development Block Grant funds used in conjunction with said Guaranteed Loan Funds.

III. Criteria For Substantial Amendments To Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application

The following changes and conditions will be considered substantial and will require an amendment:

Consolidated Plan

- 1) Purpose or beneficiaries of proposed projects changes
- 2) Budget of any fiscal year Consolidated Plan changes by more than 25%

The public will be provided with reasonable notice of any such amendments as established in section I above.

Guaranteed Loan Funds

- 1) Purpose, beneficiaries, or proposed location of project changes
- 2) Budget of any Guaranteed Loan Funds project changes by more than 20%
- 3) Size of any real estate project increases or decreases by 20%

The public will be provided with reasonable notice of any such amendments as established in section I above.

IV. Performance Reports

Citizens will be provided with reasonable notice and opportunity to comment on the Consolidated Annual Performance Report (CAPER) as established in section I above.

The City will consider any comments or views of citizens received in writing, or orally at public hearings, in preparing the CAPER. A summary of these comments or views shall be included in the final document.

V. Public Hearings

The City will conduct the following public hearings:

- Three (3) public hearings per year, at different stages of the program year, to obtain

citizens' views on the Consolidated Plan or Annual Plan

- The first public hearing will be held prior to the development of the Consolidated Plan/Annual Plan in order to obtain views of citizens, public agencies, and other interested parties. The purpose will be to discuss housing and community development needs, including priority non-housing community development needs, identify resources, formulate proposals, and respond to questions and comments.
 - A second public hearing will be held before the HUD Community Development Committee after a draft document has been completed for the purpose of public comment prior to submitting a final Consolidated Plan/Annual Plan to HUD. At this hearing citizens will have an opportunity to review the proposed use of program funds.
 - A third public hearing will be held for the CAPER for the purpose of assessing program performance.
- At least two (2) public hearings will be held at different stages of the City's Guaranteed Loan Funds Application process.
 - The first public hearing will be held prior to the development of the application in order to obtain views of citizens, public agencies, and other interested parties.
 - A second public hearing will be held before the HUD Community Development Committee after a draft document has been completed for the purpose of public comment prior to submitting a final Guaranteed Loan Funds Application to HUD. During the hearing, citizens will be informed how the City plans to use the program funds in the future. Citizens will have the opportunity to comment on the planned uses of the program funds.
- At least one (1) public hearing will be held before the HUD Community Development Committee for any Substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application

VI. Meetings

Citizens will be provided with reasonable and timely access to local meetings. "Reasonable and timely" shall be defined as (14) fourteen days' notice, where possible, through posting at City Hall, on the City of Tulsa website, email to established mailing lists, and posting on City social media platforms. If a citizen is interested in staying abreast of a particular project, it is in his/her best interest to contact the Division of Grants Administration.

Some meetings of “working groups,” as they relate to specific projects, may convene on short notice at the discretion of the group leader. In those instances, the public is advised to contact the Division of Grants Administration or Human Rights Department if there is a question regarding meeting dates, times, and places.

VII. Availability to the Public

The requirement for publishing will be considered met by publication of a summary of the documents and making copies available of the proposed Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER in draft form.

The summary will describe the contents and purpose of the Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER. It will also include a list of the locations where copies of the entire document may be examined. Materials in a form accessible to persons with disabilities will be made available upon request.

VIII. Access to Records

The City of Tulsa will ensure that citizens, public agencies, and other interested parties will be given reasonable and timely access to information and records relating to the Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, and substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER for the preceding five years.

All requests to inspect or copy public records must follow procedures set forth in Executive Order 95-04-Open Records Policy of the City of Tulsa. This Executive Order has been included as an appendix to the Citizen Participation Plan so that appropriate forms requesting inspection or copying of public information are easily available for use by the public.

Such public information is available for review at:

DIVISION OF GRANTS ADMINISTRATION

City Hall at One Technology Center
175 E. Second Street, Suite 480
Tulsa, OK 74103

(918) 596-9084

Email: GrantsAdmin@cityoftulsa.org

Fax: 918-699-3523

Technical Assistance

Upon written request to Grants Administration and authorization by the Division Manager, technical assistance may be provided in the development of proposals, implementation process, evaluation/performance process, and interpretation of HUD rules and regulations pertinent to the Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER.

All potential applicants for funding are encouraged to contact City staff for technical assistance before completing the proposal form. The basis on which the City may provide technical assistance to groups' representative of persons of low and moderate-income that may request assistance is at the discretion of the City, and does not necessarily include funding to such groups.

Complaint Procedures

Citizens with comments, complaints, or grievances against the Consolidated Plan may submit them in writing or in person to the Human Rights Department during regular business hours or may complete a Grievance form located at

Correspondence should be directed to:

Human Rights Department
City Hall at One Technology Center
175 E. Second Street, Suite 865
Tulsa, OK 74103

(918) 596-7818

Email: humanrightsrec@cityoftulsa.org

Fax: 918-596-7826

Written complaints will receive a written response within fifteen (15) working days. Complaints which cannot be resolved may be referred to the City Council or appropriate Federal agency. Complaints which do not come under the jurisdiction of Grants Administration will be referred to the proper entity for further review and determination.

Executive Order No. 95-04 Open Records Policy for the City of Tulsa

Appendix G

City of Tulsa Ordinance

REQUEST FOR ACTION: ORDINANCE

Version: 01/27/2014

AGENDA FOR: ☒ MAYOR ☒ COUNCIL AUTHORITY: ☐ DATE: October 20, 2016

Tulsa City Clerk's Office: 596-7513 or 596-7514

FOR INFORMATION CONTACT:

DEPARTMENT: FINANCE

ADDRESS: 175 E. 2nd St. Tulsa OK 74103

CONTACT NAME: Gary Hamer

TELEPHONE: 918-596-7573

ORDINANCE # 23598

SUBJECT: U.S. Department

ORDINANCE TYPE: AMENDING TULSA REVISED ORDINANCES

BA or CT #:

AMENDMENT OF ORD#:

TRO TITLE:

TRO SUBTITLE:

PLANNING DISTRICT:

ZONING #:

SSID:

PUD #:

PROP/NON-PROP:

COUNCIL DISTRICT:

SUMMARY:

AN ORDINANCE AMENDING TITLE 12, TULSA REVISED ORDINANCES, ENTITLED "U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANTS," AMENDING SECTION 804, SUBSECTION 6.C. TO CLARIFY AND CORRECT PROPOSAL REQUIREMENTS RELATING TO FLOOD PLAINS FOR PROPOSED REHABILITATION AND NEW CONSTRUCTION PROJECTS; AMENDING SECTION 807, SUBSECTION A BY EXPANDING THE 1% OF PROGRAM YEAR'S ANNUAL AWARD IN THE GRANT CATEGORY TO 1% OF HUD GRANT FUNDING FOR THE APPLICABLE PROGRAM YEAR AND LIMITING THE APPLICABILITY OF THIS PROVISION; AMENDING SECTION 807, SUBSECTION B AND SUBSECTION C BY EXPANDING THE 10% OF PROGRAM YEAR'S ANNUAL AWARD IN THE GRANT CATEGORY TO 10% OF HUD GRANT FUNDING FOR THE APPLICABLE PROGRAM YEAR AND FURTHER AMENDING SECTION 807 BY ADDING SUBSECTION D, A NEW CATEGORY FOR OFF CYCLE AWARDS AND ALLOCATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.

APPROVED BY MAYOR

CITY OF TULSA

DEC 05 2016

Approved By
City Council On

NOV 30 2016

BUDGET:

FINANCE DIRECTOR APPROVAL:

FUNDING SOURCE: N/A

REQUEST FOR ACTION:

All department items requiring Council approval must be submitted through the Mayor's Office.

DEPARTMENT HEAD APPROVAL:

ASSISTANT CITY ATTORNEY APPROVAL:

BOARD APPROVAL:

MAYORAL APPROVAL:

OTHER:

DATE: 10-20-2016

10-31-2016

NOV 03 2016

FOR CITY COUNCIL OFFICE USE ONLY:

COMMITTEE:

COMMITTEE DATE(S):

DATE RECEIVED:

FIRST AGENDA DATE:

HEARING DATE:

SECOND AGENDA DATE:

APPROVED:

For City Clerk's Office Use Only (Agenda Date: MMDDYYYY; Sec #: Dept ##, Item ##, Sub-Item ##, Status: S=Synopses):

12-05-2016

2

06

01

(Published in the Tulsa World,

December 10, 2016.)

ORDINANCE NO. 23598

AN ORDINANCE AMENDING TITLE 12, TULSA REVISED ORDINANCES, ENTITLED "U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANTS," AMENDING SECTION 804, SUBSECTION 6.C. TO CLARIFY AND CORRECT PROPOSAL REQUIREMENTS RELATING TO FLOOD PLAINS FOR PROPOSED REHABILITATION AND NEW CONSTRUCTION PROJECTS; AMENDING SECTION 807, SUBSECTION A BY EXPANDING THE 1% OF PROGRAM YEAR'S ANNUAL AWARD IN THE GRANT CATEGORY TO 1% OF HUD GRANT FUNDING FOR THE APPLICABLE PROGRAM YEAR AND LIMITING THE APPLICABILITY OF THIS PROVISION; AMENDING SECTION 807, SUBSECTION B AND SUBSECTION C BY EXPANDING THE 10% OF PROGRAM YEAR'S ANNUAL AWARD IN THE GRANT CATEGORY TO 10% OF HUD GRANT FUNDING FOR THE APPLICABLE PROGRAM YEAR; AND FURTHER AMENDING SECTION 807 BY ADDING SUBSECTION D, A NEW CATEGORY FOR OFF CYCLE AWARDS AND ALLOCATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY OF TULSA:

Section 1. That Title 12, Chapter 8, Section 804, be and the same is hereby amended to read as follows:

"Section 804. Grant processes.

- A. City of Tulsa Departments. If the Development Committee identifies needs that are to be managed by City departments, these projects will not be subject to the proposal review. However, City departments should submit project information including budget information, program description and project goals and measurable outcomes. HUD funds may not be used to replace local general government funds on City projects or services, unless, the City department can document that the services to be provided represent an increase in services beyond the services provided with government funds in the previous year. If a non-profit agency located in the City of Tulsa can provide or perform services which could be performed by a City department, the City's RFP process must be followed to allow non-profit agencies to be considered for the services needed.
- B. Applicant Workshops. Grants Administration staff shall conduct at least three (3) workshops for potential applicants seeking federal grant funds. One (1) workshop shall be conducted for those applicants who have not participated in prior HUD funding processes or have not

received funding in the past two (2) years. All workshops will be free and open to the public. All potential applicants are required to attend at least one (1) workshop or their proposal will not be considered.

C. Proposal Deadline.

1. All proposals shall be submitted no later than 5:00 p.m. on the date and location set forth in the applicable Request for Proposal (RFP). The proposal deadline will be no less than forty-five (45) days after the final applicant workshop.
2. An applicant will be allowed one opportunity within a five-year period to submit a proposal within one (1) business day after a proposal deadline. Such late applicants will also have an additional three (3) business days to submit missing documentation, as provided in Section 804(D)(5). An application accepted pursuant to this provision will be identified as late in Development Committee recommendations, and will receive a reduction of one percent (1%) from the applicant's overall average score.

D. Proposal Review: Grants Administration shall:

1. Procure a professional facilitator to manage and maintain the integrity of the evaluation process.
2. Select a minimum of five (5) reviewers for each application expected to be received. Every application shall be reviewed by no more than one (1) employee from Grants Administration.
3. A list of the reviewers selected to review the RFP must be provided to the Development Committee for review prior to commencement of proposal reviews.
4. Provide training for the reviewers on the application and criteria to be used to score the proposals prior to commencement of the proposal reviews.
5. Pre-screen the applications for missing documentation. Applicants will have three (3) business days to submit the missing documentation. Applicants who do not submit the minimum required documentation as specified in the RFP will not be considered for funding.
6. Pre-screen proposed rehabilitation and new construction projects, excluding homeowner minor repairs, emergency repairs, and rehabilitation loans, for the following required information and documentation:
 - a. Demonstrated financial capacity of the applying agency;
 - b. Documentation of funding sources committed toward the total cost of the project, excluding HUD grant request;

- c. Documentation of site control, proper zoning, and a map showing whether the proposed project is located in a flood plain;
- d. Architectural/engineering design for the entire project;
- e. Cost estimate provided by a licensed Professional Engineer (PE) licensed in the State of Oklahoma and authorized to sign and seal plans, drawings, and costs that will be submitted to a public authority for approval,
- f. Timeline and certification that the project will commence within six (6) months from the date of the grant award and that all HUD grant funds will be spent within two (2) years; and
- g. Proof that the project will meet a HUD national objective within two (2) years from completion.

Applicants who do not submit the required documentation will not be considered for funding.

- 7. Transmit final scores from the reviewers to the Development Committee. The Development Committee will be responsible for making the funding recommendation to the City Council.
- E. Public Hearings. The Development Committee shall hold public hearings in accordance with the City's Citizen Participation Plan and as required by HUD regulations. The public hearings will be scheduled to meet statutory deadlines for the submission of the Consolidated or Annual Action Plan and the Consolidated Annual Performance and Evaluation Report (CAPER). A minimum of three (3) public hearings will be held annually to receive public comments regarding:
- 1. The needs of the community.
 - 2. The Consolidated or Annual Action Plan and funding allocations; and
 - 3. The CAPER.

Additional public hearings shall be held as required, including but not limited to:

- 1. Section 108 loan applications; and
- 2. Substantial amendments to the Consolidated Plan.

F. Policies for Allocation of HUD Grant Funding.

- 1. On or before February 1 or each calendar year, Grants Administration shall publish a calendar showing the dates of all activities related to the development of the

Consolidated Plan, Annual Action Plan, CAPER, and other related documents and activities.

2. The annual calendar and the following documents shall be posted on the City of Tulsa website (Community Programs - Grants):
 - a. The current Citizen Participation Plan; and
 - b. The City of Tulsa Policies and Procedures Manual related to the administration of HUD Grant Funds.
3. Each year, subsequent to the final Needs Assessment Public Hearing, the Development Committee shall draft a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD statutes and regulations and shall submit it to the Mayor for review and recommendation, who shall forward it to the City Council for approval.
4. Upon approval, the Priority Needs Statement shall be incorporated into the Request for Proposals.
5. Within fifteen (15) days of receipt of the final scores from the reviewers, the Development Committee shall make funding recommendations based upon the tabulated scores and in accordance with the priorities of the Consolidated Plan and the Annual Action Plan. The Development Committee must submit funding recommendations to the Mayor for review and recommendation.
6. In the event there is a tie vote of the Development Committee, the final scores of the reviewers shall be submitted to the Mayor for review and recommendation.
7. Within ten (10) business days of being placed on the Mayor's agenda, the Mayor (i) may review the recommendations and submit them to the City Council, or (ii) may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.
8. After receipt of the recommendations from the Development Committee and the Mayor, the City Council (i) may approve the recommendations or (ii) change and approve the recommendations, and submit them to the Mayor for signature no later than the second Thursday in April. Changes to the recommended allocations of the Development Committee or the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.
9. This process shall meet the date and time requirements set forth in the Annual Calendar.

- G. Final Resolution on Consolidated Plan and Use of Funds. The City Council will take action in accordance with the Annual Calendar to approve the Consolidated and Annual Action Plans and projected use of funds. The Council shall forward the final resolution to the Mayor on the first business day following the Council action for approval and signature.
- H. Submission to HUD. The Mayor shall be responsible for submitting completed federal grant applications and required annual reports to the appropriate federal offices in a timely manner."

Section 2. That Title 12, Chapter 8, Section 807, be and the same is hereby amended to read as follows:

"Section 807. Off cycle awards and allocations.

Recommendations for allocations and awards outside of the regular annual funding cycle shall be made as follows:

- A. If available funding can be carried over to the next HUD Program Year, off-cycle awards will generally not be considered in amounts less than one percent (1%) of the current Program Year's HUD Grant Funding.
- B. If the available funds comprise less than ten percent (10%) of the Program Year's HUD Grant Funding, the Community Development Committee may initiate off-cycle award(s) by making a recommendation to the Mayor, prioritizing currently funded agencies that have expended at least 90% of their project allocation or current program year applicants whose applications were unfunded, where additional funding would address priority needs identified in the Consolidated Plan and Annual Action Plan. The Development Committee's recommendation will include a list of all departments and agencies requesting or considered for funding and written justification for the recommendation. Within ten (10) business days of the recommendation being placed on the Mayor's agenda, the Mayor will make a recommendation to the City Council, and within fifteen (15) business days of the Mayor's recommendation, the City Council will consider a resolution to allocate the identified funds.
- C. If the available funds comprise ten percent (10%) or more of the Program Year's HUD Grant Funding, Grants Administration may initiate off-cycle award(s) by notifying the Development Committee and potential applicants of available funds, and proceeding in accordance with the proposals procedure established in Section 804 B through D.
- D. If Grants Administration determines that the process set forth in Section 807B. or C. above for off-cycle awards cannot meet HUD's fund commitment deadline or will exceed HUD's timeliness standards and if these funds cannot be carried forward to the next grant year, rather than having the funds recaptured by HUD, the Development Committee may initiate an off-cycle award by making a recommendation to the Mayor to disperse the unused grant funds to one or more of the funded grant recipients in the grant category for which funding is available. The Development Committee's recommendation will include a list of all funded grant recipients within the grant category and written justification for the recommendation. Within ten (10) business days of the recommendation being placed on the

Mayor's agenda, the Mayor will make a recommendation to the City Council, and within fifteen (15) business days of the Mayor's recommendation, the City Council will consider a resolution to allocate the identified funds."

Section 3. SEVERABILITY CLAUSE. If any section, sentence, clause or phrase of this ordinance or any part thereof is for any reason found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance or any part thereof.

Section 4. REPEAL OF CONFLICTING ORDINANCES. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

Section 5. EMERGENCY CLAUSE. That the amendments hereby enacted are essential to the proper, orderly and ethical conduct of the business of the City of Tulsa by its City Officials; therefore, an emergency is hereby declared to exist for the preservation of the public peace, health, and safety, by reason whereof this ordinance shall take effect immediately upon its passage, approval and publication.

ADOPTED by the Council: NOV 30 2016

Date

Jeannette C.
Chair of the Council

ADOPTED as an emergency measure: NOV 30 2016

Date

Jeannette C.
Chair of the Council

OFFICE OF THE MAYOR

Received by the Mayor: _____, at _____
Date Time

G.T. Bynum, Mayor

By _____
Secretary

APPROVED by the Mayor of the City of Tulsa, Oklahoma: DEC 05 2016,
Date

at _____
Time



Mayor

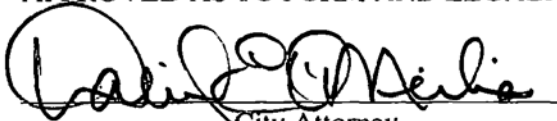
(Seal)
ATTEST:



City Clerk



APPROVED AS TO FORM AND LEGALITY:



City Attorney

CHAPTER 8. - U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANTS

[1]

Section 800. - Scope.

This chapter shall apply to the City of Tulsa's receipt and allocation of all block grant program funds received from the U.S. Department of Housing and Urban Development Department, including, but not limited to, the Community Development Block Grants (CDBG), Home Investment Partnerships Program (HOME), Emergency Shelter or Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs and any changes thereto, as well as any new programs added by the U.S. Department of Housing and Urban Development.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 801. - Definitions.

As used in this chapter, the following terms shall have the meaning set forth below:

- A. **Annual action plan** shall mean a written plan that specifies the HUD funded activities and allocations for the City of Tulsa for a specific HUD grant period.
- B. **Annual calendar** shall mean the calendar prepared annually by Grants Administration and posted on the City of Tulsa website (Community Programs - Grants) stating the specific HUD dates and deadlines for submission of HUD plans and reports.
- C. **CDBG** means Community Development Block Grant, a HUD grant program.
- D. **CDBG Physical Projects** shall mean those projects which are not classified as public service or economic development.
- E. **Citizen participation plan** shall mean a written plan that invites public input and citizen participation in the needs for and use of HUD funds, and which is available on the City of Tulsa website (Community Program - Grants).
- F. **Continuum of Care** or **CoC** shall mean the City of Tulsa Continuum of Care, which considers policies designed to address the critical problem of homelessness, including a coordinated community-based process of identifying needs and building a system to address those needs.
- G. **Consolidated Annual Performance and Evaluation Report (CAPER)** shall mean the annual written report submitted to HUD by the City of Tulsa, which details the performance of funded activities, including expenditures and number and type of beneficiaries served.
- H. **Consolidated plan** shall mean the document written by the City of Tulsa describing the housing needs of low- and moderate-income residents, outlining strategies to meet the needs and listing all resources available to implement the strategies. This document is required by HUD for the City to receive HUD Community Planning and Development funds and shall be in conformance with the City of Tulsa's Comprehensive Plan.
- I. **Hearing Officer** shall mean the Mayor's designee, who shall hear appeals regarding HUD processes.
- J. **HUD** shall mean the U. S. Department of Housing and Urban Development.
- K. **HUD Community Development Committee (Development Committee)** shall mean the committee that solicits input regarding community needs and funding priorities, develops the Priority Needs Statement, and recommends funding allocations, including off cycle awards and allocations as set forth in Section 802 and 803

of this chapter.

- L. **HUD Grant Funding** shall mean funding for CDBG, HOME, ESG, HOPWA and any revisions thereof, as well as any new programs implemented by the U.S. Department of Housing and Urban Development, established by federal law or regulation.
- M. **Needs Assessment Public Hearing** shall mean a public hearing at which public input is heard regarding community needs, as set forth in Section 804 of this chapter.
- N. **Off Cycle Awards and Allocations** shall mean those awards, allocations and re-allocations which occur during a HUD grant period and outside of the regular allocation process outlined in this chapter, for the Consolidated Plan, Annual Action Plan, or any amendments thereto.
- O. **Priority Needs Statement** shall mean the statement encompassing input from the community, regarding the priority of essential services needed by the citizens of the City of Tulsa and which will guide the grant award and funding selection as set forth in Section 804 of this chapter.
- P. **Submission date** shall mean the date established by the HUD for timely submission of the Consolidated Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER), and any other submissions required by federal law or regulation.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 802. - HUD Community Development Committee Membership.

The HUD Community Development Committee (Development Committee) is hereby established to perform the duties set forth in Section 803 below:

- A. Membership of the Development Committee shall consist of:
 - 1. All Tulsa City councilors, who shall serve ex-officio and not be counted for purposes of establishing a quorum;
 - 2. One (1) representative of the Indian Nations Council of Governments (INCOG) designated by the Director of INCOG;
 - 3. Five (5) residents of the City of Tulsa, designated by the City Council, three (3) of whom reside in a low- to moderate-income census Tract; however, no more than one (1) citizen so appointed shall reside in any one (1) City Council district;
 - 4. One (1) representative from a financial institution, designated by the Mayor;
 - 5. One (1) representative from the Continuum of Care, designated by the Mayor;
 - 6. One (1) representative with grant allocation experience, designated by the Mayor; and
 - 7. One (1) representative from the City of Tulsa Planning and Development Department, designated by the Planning Director.

The terms of the members described in A.2, 4, 5, 6, and 7 above, who were appointed in the year 2015, shall expire on June 30, 2016. The terms of the five (5) members who are residents of the City of Tulsa as described in A.3 above, who were appointed in the year 2015, shall expire on June 30, 2017. All members shall be appointed to a two (2)-year term commencing on July 1 of the year of their appointment.

No members shall be affiliated with any agency that is requesting or has received funding for a City administered HUD funded project.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 803. - HUD Community Development Committee duties.

A. The Development Committee shall:

1. Actively solicit public input regarding the long-term and short-term needs of the community, including homeless needs, and shall develop funding priorities for the Consolidated Plan and Annual Action Plan. The Committee shall also evaluate the performance of funded projects and programs. Meetings of the Development Committee shall comply with the Oklahoma Open Meetings Act, and shall be broadcast on TGOV, the City of Tulsa's government access network.
2. Conduct all required public hearings as set forth in Section 804(E).
3. Receive input from the CoC regarding homeless needs, priorities, goals, outcomes, and evaluation measures.
4. Consult with the CoC regarding allocation of funds, developing performance standards, and evaluating outcomes of ESG assisted projects;
5. Adopt objective standards for the evaluation and scoring for the HUD Grant Funding;

B. The Human Rights Department shall continue to perform its functions as assigned by Executive Order 2009-08, as long as such Executive Order remains in force and effect.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 804. - Grant processes.

A. **City of Tulsa Departments.** If the Development Committee identifies needs that are to be managed by City departments, these projects will not be subject to the proposal review. However, City departments should submit project information including budget information, program description and project goals and measurable outcomes. HUD funds may not be used to replace local general government funds on City projects or services, unless, the City department can document that the services to be provided represent an increase in services beyond the services provided with government funds in the previous year. If a non-profit agency located in the City of Tulsa can provide or perform services which could be performed by a City department, the City's RFP process must be followed to allow non-profit agencies to be considered for the services needed.

B. **Applicant workshops.** Grants Administration staff shall conduct at least three (3) workshops for potential applicants seeking federal grant funds. One (1) workshop shall be conducted for those applicants who have not participated in prior HUD funding processes or have not received funding in the past two (2) years. All workshops will be free and open to the public. All potential applicants are required to attend at least one (1) workshop or their proposal will not be considered.

C. **Proposal deadline.**

1. All proposals shall be submitted no later than 5:00 p.m. on the date and location set forth in the applicable Request for Proposal (RFP). The proposal deadline will be no less than forty-five (45) days after the final applicant workshop.
2. An applicant will be allowed one opportunity within a five-year period to submit a proposal within one (1) business day after a proposal deadline. Such late applicants will also have an additional three (3) business days to submit missing documentation, as provided in Section 804(D)(5). An application accepted pursuant to this provision will be identified as late in Development Committee recommendations, and will receive a reduction of one percent (1%) from the applicant's overall average score.

D. **Proposal review.** Grants Administration shall:

1. Procure a professional facilitator to manage and maintain the integrity of the evaluation process.
 2. Select a minimum of five (5) reviewers for each application expected to be received. Every application shall be reviewed by no more than one (1) employee from Grants Administration.
 3. A list of the reviewers selected to review the RFP must be provided to the Development Committee for review prior to commencement of proposal reviews.
 4. Provide training for the reviewers on the application and criteria to be used to score the proposals prior to commencement of the proposal reviews.
 5. Pre-screen the applications for missing documentation. Applicants will have three (3) business days to submit the missing documentation. Applicants who do not submit the minimum required documentation as specified in the RFP will not be considered for funding.
 6. Pre-screen proposed rehabilitation and new construction projects, excluding homeowner minor repairs, emergency repairs, and rehabilitation loans, for the following required information and documentation:
 - a. Demonstrated financial capacity of the applying agency;
 - b. Documentation of funding sources committed toward the total cost of the project, excluding HUD grant request;
 - c. Documentation of site control, proper zoning, and a map showing whether the proposed project is located in a flood plain;
 - d. Architectural/engineering design for the entire project;
 - e. Cost estimate provided by a licensed Professional Engineer (PE) licensed in the State of Oklahoma and authorized to sign and seal plans, drawings, and costs that will be submitted to a public authority for approval;
 - f. Timeline and certification that the project will commence within six (6) months from the date of the grant award and that all HUD grant funds will be spent within two (2) years; and
 - g. Proof that the project will meet a HUD national objective within two (2) years from completion.Applicants who do not submit the required documentation will not be considered for funding.
 7. Transmit final scores from the reviewers to the Development Committee. The Development Committee will be responsible for making the funding recommendation to the City Council.
- E. **Public hearings.** The Development Committee shall hold public hearings in accordance with the City's Citizen Participation Plan and as required by HUD regulations. The public hearings will be scheduled to meet statutory deadlines for the submission of the Consolidated or Annual Action Plan and the Consolidated Annual Performance and Evaluation Report (CAPER). A minimum of three (3) public hearings will be held annually to receive public comments regarding:
1. The needs of the community;
 2. The Consolidated or Annual Action Plan and funding allocations; and
 3. The CAPER.
- Additional public hearings shall be held as required, including but not limited to:
1. Section 108 loan applications; and
 2. Substantial amendments to the Consolidated Plan.
- F. **Policies for allocation of HUD Grant Funding.**
1. On or before February 1 or each calendar year, Grants Administration shall publish a calendar showing the dates of all activities related to the development of the Consolidated Plan, Annual Action Plan, CAPER,

and other related documents and activities.

2. The annual calendar and the following documents shall be posted on the City of Tulsa website (Community Programs - Grants):
 - a. The current Citizen Participation Plan; and
 - b. The City of Tulsa Policies and Procedures Manual related to the administration of HUD Grant Funds.
3. Each year, subsequent to the final Needs Assessment Public Hearing, the Development Committee shall draft a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD statutes and regulations and shall submit it to the Mayor for review and recommendation, who shall forward it to the City Council for approval.
4. Upon approval, the Priority Needs Statement shall be incorporated into the Request for Proposals.
5. Within fifteen (15) days of receipt of the final scores from the reviewers, the Development Committee shall make funding recommendations based upon the tabulated scores and in accordance with the priorities of the Consolidated Plan and the Annual Action Plan. The Development Committee must submit funding recommendations to the Mayor for review and recommendation.
6. In the event there is a tie vote of the Development Committee, the final scores of the reviewers shall be submitted to the Mayor for review and recommendation.
7. Within ten (10) business days of being placed on the Mayor's agenda, the Mayor (i) may review the recommendations and submit them to the City Council, or (ii) may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change
8. After receipt of the recommendations from the Development Committee and the Mayor, the City Council (i) may approve the recommendations or (ii) change and approve the recommendations, and submit them to the Mayor for signature no later than the second Thursday in April. Changes to the recommended allocations of the Development Committee or the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.
9. This process shall meet the date and time requirements set forth in the Annual Calendar.

G. **Final resolution on consolidated plan and use of funds.** The City Council will take action in accordance with the Annual Calendar to approve the Consolidated and Annual Action Plans and projected use of funds. The Council shall forward the final resolution to the Mayor on the first business day following the Council action for approval and signature.

H. **Submission to HUD.** The Mayor shall be responsible for submitting completed federal grant applications and required annual reports to the appropriate federal offices in a timely manner.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015; Ord. No. 23595, § 1, 11-16-2016; Ord. No. 23598, § 1, 11-30-2016)

Section 805. - Timeliness.

HUD funds are time sensitive and shall be contracted and expended within a reasonable period of time after approval of the Annual Action Plan by HUD. The following conditions shall apply:

1. CDBG Public Service and the "Shelter" category of Emergency Solutions Grant projects shall expend all funds within the HUD grant period set forth in the contract. No funds shall be carried forward.

2. CDBG Physical projects must provide documentation required by the City of Tulsa, setting forth detailed information that assures the commencement of the project within six (6) months of the approval of the Annual Action Plan by the City of Tulsa. The funds were allocated. Required documentation includes, but is not limited to, documentation of all commitments, timeline, firm development budget, approved procurement and other policies and procedures related to the project. Projects that do not begin within this timeframe or which provide no or inadequate explanation and documentation will not be awarded funds. A new application may be submitted for the project during the next funding period.
3. CDBG Physical and Economic Development projects shall expend all funds within the contract term. Unexpended funds shall not be carried forward, provided however, Grants Administration may extend the contract term by written amendment to the contract if project activities initiated before the end of the contract term can be completed within a reasonable period of time as determined by Grants Administration. Documentation acceptable to Grants Administration must be provided as verification that the activities were commenced prior to the end of the contract term and can be completed within a reasonable period of time acceptable to Grants Administration.
4. HOME projects shall be contracted and funds committed within one (1) year of the Annual Action Plan pursuant to which the project was submitted. Projects that cannot be contracted within this time frame must provide to Grants Administration the documentation required by the City of Tulsa setting forth detailed information that assures the commencement of the project within a time period acceptable to Grants Administration. If the required documentation is not provided or such documentation is inadequate, the project will not be awarded funds. A new application may be submitted for the project during the next funding cycle.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 806. - Quarterly reports.

Grants Administration shall submit written quarterly reports, within forty-five (45) days after the end of the quarter, to the Development Committee and City Council, summarizing the status of appropriations, fund disbursements, program income, other funds available for allocation, and subrecipient contracts, and describing any outstanding documentation requirements for all projects and programs allocated funding in the current program year.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Section 807. - Off cycle awards and allocations.

Recommendations for allocations and awards outside of the regular annual funding cycle shall be made as follows:

- A. If available funding can be carried over to the next HUD Program Year, off-cycle awards will generally not be considered in amounts less than one percent (1%) of the current Program Year's HUD Grant Funding.
- B. If the available funds comprise less than ten percent (10%) of the Program Year's HUD Grant Funding, the Community Development Committee may initiate off-cycle award(s) by making a recommendation to the Mayor, prioritizing currently funded agencies that have expended at least 90% of their project allocation or current program year applicants whose applications were unfunded, where additional funding would address priority needs identified in the Consolidated Plan and Annual Action Plan. The Development Committee's recommendation will include a list of all departments and agencies requesting or considered for funding and written justification for the recommendation. Within ten (10) business days of the recommendation being

placed on the Mayor's agenda, the Mayor will make a recommendation to the City Council, and within fifteen (15) business days of the Mayor's recommendation, the City Council will consider a resolution to allocate the identified funds.

- C. If the available funds comprise ten percent (10%) or more of the Program Year's HUD Grant Funding, Grants Administration may initiate off-cycle award(s) by notifying the Development Committee and potential applicants of available funds, and proceeding in accordance with the proposals procedure established in Section 804 B through D.
- D. If Grants Administration determines that the process set forth in Section 807B. or C. above for off-cycle awards cannot meet HUD's fund commitment deadline or will exceed HUD's timeliness standards and if these funds cannot be carried forward to the next grant year, rather than having the funds recaptured by HUD, the Development Committee may initiate an off-cycle award by making a recommendation to the Mayor to disperse the unused grant funds to one or more of the funded grant recipients in the grant category for which funding is available. The Development Committee's recommendation will include a list of all funded grant recipients within the grant category and written justification for the recommendation. Within ten (10) business days of the recommendation being placed on the Mayor's agenda, the Mayor will make a recommendation to the City Council, and within fifteen (15) business days of the Mayor's recommendation, the City Council will consider a resolution to allocate the identified funds.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015; Ord. No. 23595, § 1, 11-16-2016; Ord. No. 23598, § 2, 11-30-2016)

Section 808. - Appeals.

- A. **Right to appeal.** An appeal to a Hearing Officer may be taken by any person or organization aggrieved, where it is alleged there is an error in any order, requirement, decision, determination, or action made by the city official or employee in the allocation, disbursement, accounting, or payment of funds to an applicant awarded funds as provided for in this chapter.
- B. **Hearing Officer.** There is hereby appointed a Hearing Officer and alternate Hearing Officers who shall conduct the hearings and perform the duties set forth herein. The Municipal Court Administrator (Municipal Court Clerk) is hereby appointed and shall serve as the Hearing Officer. The Hearing Officer shall appoint and designate one (1) alternate to serve in his or her absence from one (1) of the division head positions in the Municipal Court. The City Council shall appoint and designate a second alternate Hearing Officer from the classified service to serve in the absence of the Hearing Officer and the first alternate.
- C. **Right to appeal to Council.** An appeal to the Council may be taken by any person or organization aggrieved where it is alleged there is an error in any order, requirement, decision or determination made by the Hearing Officer.
- D. **Notice of appeal.** An appeal from any order, requirement, decision or determination made by the Hearing Officer shall be taken within ten (10) days from the date of the issuance of the notice of the decision of the Hearing Officer by filing with the City Clerk a notice of appeal, specifying the name and mailing address of the Appellant and specifying the grounds thereof.
- E. **Council action.** The Council shall hold a hearing and may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from and may make such order, requirement, decision or determination as ought to be made.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

Appendix H

Meeting Minutes



HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES OF MEETING

July 18, 2019, 5:00 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

Council Chambers, 2nd Floor

Members Present:

Calvin Moniz (Chair), Robert Winchester (Vice-Chair), Michael Kraft, Julie Miner, Dennis Whitaker, Bryan Day, Ryan Lynch, Kandy Whitley-White

Ex officio Present:

None

Others Present:

Gary Hamer, Rhys Williams, Jane Dale, Judy Gillaspie, Allecia Chatman. See attached sheets for additional attendees.

1. Call to Order
Chair Calvin Moniz called the meeting to order at 5:00 pm.
2. Chair's Introductions and Remarks
Each member present gave a brief introduction.
3. Approval of Meeting Minutes – April 4, 2019
Robert Winchester moved to approve minutes; Julie Miner seconded. The motion carried unanimously.
4. Data and Needs Summary Presentation by Grants Administration
Gary Hamer summarized the 5-year plan process. Judy Gillaspie & Rhys Williams presented the Process and Purpose of the 5-year review and the next steps. They also answered questions from the committee members.
5. Motion and Vote to enter into Needs Assessment Public Hearing for the 2020-2024 City of Tulsa Consolidated Plan. Bryan Day moved to enter into Public Hearing; Ryan Lynch seconded. The motion carried unanimously.

Summary of Public comments: The top 4 calls that the 211 call center receives are in regard to housing, utility assistance, food & health care. A lot of the public agreed that these are the main issues facing our City. It was also suggested that we consider community land trust. Affordable housing in North Tulsa was among the top concern with a suggestion of looking at new innovations and the processes used for housing assistance and abatements. It was suggested that people who own have more invested as owners & will take better care of their property. It was commented that the community needs more life skills training, dental services for all LI-LMI people. NW Tulsa needs a grocery store, retail shops, fast food places, gas stations and Rapid Bus Transportation to

Sand Springs. The 61st & Peoria area was addressed as needing a community pool & possible baseball park. Some stated that there is an eviction crisis which is leading to more homelessness individuals. A number of citizens stated homelessness as something their organizations are concerned about, especially the mental health of the homeless. Other areas noted were more sidewalks are needed in the LI-LMI areas and better communication with the Public on projects being implemented.

6. Motion and Vote to Exit Public Hearing
Bryan Day moved to exit public hearing; Ryan Lynch seconded. The motion carried unanimously.
7. Comments
Chair Calvin Moniz thanked the City staff & the Citizens for their input. He also thanked each of the committee members for their service.
8. Adjournment
The meeting adjourned at 6:20 pm.



HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES OF MEETING

August 08, 2019, 4:00 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

Council Committee Room # 411

Members Present:

Michael Kraft, Julie Miner, Dennis Whitaker, Bryan Day, Ryan Lynch, Kandy Whitley-White

Members Not Present: Calvin Moniz (Chair), Robert Winchester(vice-chair)

Ex officio Present:

None

Others Present:

Gary Hamer, Rhys Williams, Jane Dale, Judy Gillaspie.

1. Call to Order
Ryan Lynch called the meeting to order at 4:05 pm.
2. Chair's Introductions and Remarks Ryan Lynch served as chair.
3. Approval of Meeting Minutes – July 18, 2019
Julie Miner moved to approve minutes; Michael Kraft seconded. The motion carried unanimously.
4. 2020-2024 Consolidated Plan Presentation
5. Jennifer Alpha who is the consultant with TDA explained what information has been gathered & how it was gathered.
6. Review of 2020-2024 Priority Needs and Goals / 2020-2021 First Year Annual Action Plan Goals.
Jennifer Alpha explained the priority needs & goals that have been identified so far and what the future plans are to finish these.
7. Consolidated Plan Target Areas
Gary Hamer presented and discussed with the committee the potential target area for the next consolidated plan.
8. Comments
9. Adjournment
The meeting adjourned at 4:55 pm.



HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES OF MEETING

September 12, 2019, 5:00 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

Council Chambers 2nd floor

Members Present:

Michael Kraft, Dennis Whitaker, Robert Winchester (vice-chair), Julie Miner, Ryan Lynch, Bryan Day

Members Not Present: Calvin Moniz (Chair), Kandy Whitley-White

Ex officio Present:

None

Others Present:

Gary Hamer, Rhys Williams, Judy Gillaspie, Jane Dale

1. Call to Order
Robert Winchester called the meeting to order at 5:05 pm.
2. Chair's Introductions and Remarks.
3. Approval of Meeting Minutes – August 8, 2019
Michael Kraft moved to approve minutes; Ryan Lynch seconded. The motion carried unanimously.
4. PY2018 CAPER Presentation by Grants Admin Staff
5. Motion and Vote to Enter into PY2018 CAPER Public Hearing
Ryan Lynch moved to enter public hearing; Julie Miner seconded. The motion carried unanimously.
6. Motion and Vote to Exit Public Hearing
Ryan Lynch moved to approve exit public hearing; Bryan Day seconded. The motion carried unanimously.
7. Vote on recommendations of goals and priorities for the Consolidated Plan 2020-2024 and First Year Action Plan for 2020
Ryan Lynch moved to approve goals and priorities; Michael Kraft seconded. The motion carried unanimously.
8. Comments
9. Adjournment
The meeting adjourned at 6:00 pm.



Committee Meeting, Urban and Economic Development

2/26/2020

10:30 AM

175 E. 2nd St., Tulsa, OK 74103

One Technology Center, 4th Floor, Room 411

Agenda

Section Item Text	Minutes	Backup
Persons who require a special accommodation to participate in this meeting should contact Tulsa City Council Secretary Lori Doring, 175 East Second Street, Fourth Floor, Tulsa, Oklahoma, 918-596-1990 or via Email: loridoring@tulsacouncil.org, as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.		
01. Call to Order.	Call to Order - 10:33 A.M. Fahler chaired Hall-Harper Cue Patrick Fahler Dexter Wright Kimbrow Dodson - 10:52 A.M. McKee - 10:53 A.M. Lakin - absent	
02. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of two million dollars (\$2,000,000.00) from Revenues to be received from the Tulsa Parking Authority within the Non-Grant Special Revenue Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-129-1	Keith Eldridge from the Finance Department spoke move forward	Backup Documentation
03. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of three million, six hundred eighty-five thousand dollars (\$3,685,000.00) from un-appropriated Fund Balance within the Tulsa Metro Utilities Authority (TMUA)	Keith Eldridge from the Finance Department spoke move forward	Backup Documentation

Sewer Operating Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-130-1

- | | | |
|---|---|---|
| <p>04. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of twenty-two thousand, five hundred seventy dollars and seventy-eight cents (\$22,570.78) from Revenues received within the Non-Grant Miscellaneous Special Revenue Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-131-1</p> | <p>Keith Eldridge from the Finance Department spoke move forward</p> | <p>Backup Documentation</p> |
| <p>05. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of fifty thousand dollars (\$50,000.00) from un-appropriated Fund Balance within the Economic Development Commission Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-146-1</p> | <p>Keith Eldridge from the Finance Department and Nick Doctor from the Mayor's Office spoke move forward</p> | <p>Backup Documentation</p> |
| <p>06. Review, discussion, possible adjustment, and approval of HUD Grant funding recommendations from the HUD Community Development Committee for Program Year 2020-2021. In accordance with Title 12, Chapter 8, Section 804, Paragraph F, the HUD Community Development Committee has made recommendations to amend the 2019 HUD Annual Action Plan. [UED 2/26/20; CC 2/26/20] 20-128-1</p> | <p>Rhys Williams from Grants Administration spoke. There was Council discussion. Item will be brought back on Wednesday, March 25, 2020 after the March 12, 2020 HUD Community Development Committee Meeting.</p> | <p>Backup Documentation</p> |
| <p>07. Rezoning Application Z-7515 from IL, RM-1, and IM to CH with an Optional Development Plan for multiple parcels located south and west of the SW/c of E. Latimer Pl. and N. Peoria Ave. requested by GC Real Estate. (Property owner: GC Real Estate.) (CD-1) (TMAPC voted 7-0-1 to recommend APPROVAL of CH zoning with an Optional Development Plan.) [UED 2/26/20; CC 3/4/20; CC 3/11/20] 20-136-1</p> | <p>Dwayne Wilkerson from the Tulsa Planning Office spoke move forward</p> | <p>Backup Documentation</p> |
| <p>08. Rezoning Application Z-7530 from PK to OL for property located east of the SE/c of E. 59th St. S. and S. Mingo Rd. requested by Holly Berry. (Property owner: James R. Higgins Family LP.) (CD-7) (TMAPC voted 8-0-0 to recommend APPROVAL of OL zoning.) [UED 2/26/20; CC 3/4/20; CC 3/11/20] 20-137-1</p> | <p>Susan Miller from the Tulsa Planning Office spoke move forward</p> | <p>Backup Documentation</p> |
| <p>09. Rezoning Application Z-7531 from RM-2 to IL for property located east of the NE/c of E. 2nd St. S. and S. Peoria Ave. requested by Dave Anderson. (Property owner: DRA Investments, LLC.) (CD-4) (TMAPC voted 8-0-0 to recommend APPROVAL of IL zoning.) [UED 2/26/20; CC 3/4/20; CC 3/11/20] 20-138-1</p> | <p>Susan Miller from the Tulsa Planning Office spoke move forward</p> | <p>Backup Documentation</p> |

- | | | |
|--|---|---|
| 10. Rezoning Application Z-7532 from RS-3 to CS for property located south of the SW/c of E. 36th St. N. and N. Harvard Ave. requested by Katera Meachem. (Property owner: Katera Meachem.) (CD-1) (TMAPC voted 7-0-1 to recommend APPROVAL of CS zoning.) [UED 2/26/20; CC 3/4/20; CC 3/11/20] 20-139-1 | Susan Miller from the Tulsa Planning Office spoke move forward | Backup
Documentation |
| 11. Ordinance ZCA-13 amending the City of Tulsa Zoning Code, Title 42, Tulsa Revised Ordinances, to provide for principal and accessory short-term rental uses, to identify zoning districts in which such uses are permitted, and to establish supplemental use regulations for such uses. (TMAPC voted 6-2-0 to recommend APPROVAL of proposed amendment.) [UED 2/26/20; CC 2/26/20; CC 3/11/20] 19-464-3 | Susan Miller and Nathan Foster from the Tulsa Planning Office, and Nick Doctor from the Mayor's Office, spoke move forward | Backup
Documentation |
| 12. Ordinance amending Title 21, Tulsa Revised Ordinances, titled "Licenses," by adding a new chapter, Chapter 26, entitled "Short-Term Rental"; providing definitions; setting forth requirements for a license; setting forth requirements for the license application; setting forth the responsibilities of an operator of a Short-Term Rental; setting forth fees; providing for license revocation; setting forth penalties. [UED 2/26/20; CC 2/26/20; CC 3/11/20] 20-147-1 | Susan Miller and Nathan Foster from the Tulsa Planning Office, Nick Doctor from the Mayor's Office, and Sarah Davis from the Council Office, spoke move forward | Backup
Documentation |
| 13. Consider initiation of a Voluntary AG-R Zoning Program for the area bounded by S. Union Ave. to the east; S. 33rd West Ave. to the west; W. 76th St. S. to the north; and W. 91st St. S. to the south to be effective immediately, upon Council initiation, through December 31, 2020. The primary goal of the program is to implement the West Highlands/Tulsa Hills Small Area Plan recommendation to retain the rural residential character of this area. [UED 2/26/20; CC 2/26/20] 20-158-1 | Susan Miller from the Tulsa Planning Office spoke move forward | Backup
Documentation |
| 14. Resolution adopting an amended Retail Incentive Policy of the City of Tulsa, to align the Retail Incentive Policy with the Commercial Revitalization Strategy and Retail Market Study and Strategy; allow for the reimbursement of costs associated with construction of public infrastructure, the development of new commercial centers, and the redevelopment of existing commercial centers and property for retail use; expand the geographic areas where the policy can be utilized, to include USDA designated food deserts; and remove square footage requirements for eligible retail enterprises. [UED 2/26/20; CC 2/26/20] 20-127-1 | Spencer Mitchell from the Mayor's Office of Economic Development spoke move forward | Backup
Documentation |
| 15. Upcoming UED agenda items. | none | |
| 16. Adjournment. | 1:22 P.M. | |



Council Meeting, Regular

2/26/2020

5:00 PM

175 E. 2nd St., Tulsa, OK 74103

Council Chamber, 2nd Floor

Agenda

Section	Item Text	Minutes	Backup
INTRODUCTION	Persons who require a special accommodation to participate in this meeting should contact Tulsa City Council Secretary Lori Doring, 175 East Second Street, Fourth Floor, Tulsa, Oklahoma, 918-596-1990 or via Email: loridoring@tulsacouncil.org , as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.	Chairman Kimbrow called the meeting to order at 5:07 P.M. ROLL CALL: Hall-Harper Present Cue Present Patrick Present McKee Absent Fahler Present Dodson Present Decter Wright Present Lakin Absent Kimbrow Present	
	PLEDGE OF ALLEGIANCE AND INVOCATION		
	PROCLAMATIONS		
	SPECIAL ANNOUNCEMENTS		
	CALL TO ORDER & ROLL CALL		
	Unless otherwise noted, there will be no public comment/discussion of items in Section 6, "First Reading."	Present: 7 Absent: 2	
	Council may discuss, review, and/or possibly take action on the following:	Councilor McKee arrived at 5:08 P.M.	
		STAFF	

PRESENT
 David
 O'Meilia, City
 Attorney
 Elizabeth
 Tankard,
 Council Staff
 Lori Doring,
 Secretary to
 the Council

1. RECEIPT &
 FILING OF
 MINUTES

- a. Minutes of Regular Meeting held at 4:00 PM on February 5, 2020. [CC 2/26/20] 20-160-1

Councilor Cue moved to approve 1.a – 1.b. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

1. RECEIPT &
 FILING OF
 MINUTES

- b. Minutes of Regular Meeting held at 5:00 PM on February 5, 2020. [CC 2/26/20] 20-161-1

Councilor Cue moved to approve 1.a – 1.b. Councilor Decter Wright seconded the motion.

ROLL CALL:

			Hall-Harper Yea Cue Yea Patrick Yea McKee Yea Fahler Yea Dodson Yea Decter Wright Yea Lakin Absent Kimbrow Yea
			Yeas: 8 Nays: 0 Absent: 1 Abstentions: 0
			Motion carried.
2. APPOINTMENTS & REAPPOINTMENTS	a.	No items this week.	There were no items.
3. PUBLIC HEARINGS	a.	No items this week.	There were no items.
4. MAYOR'S ITEMS	a.	Mayor's report on community events, briefing on City activities, City efforts, and new business.	There was no report.
4. MAYOR'S ITEMS	b.	Resolution adopting an amended Retail Incentive Policy of the City of Tulsa, to align the Retail Incentive Policy with the Commercial Revitalization Strategy and Retail Market Study and Strategy; allow for the reimbursement of costs associated with construction of public infrastructure, the development of new commercial centers, and the redevelopment of existing commercial centers and property for retail use; expand the geographic areas where the policy can be utilized, to include USDA designated food deserts; and remove square footage requirements for eligible retail enterprises. [UED 2/26/20; CC 2/26/20] 20-127-1	Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright seconded the motion. ROLL CALL: Hall-Harper Yea Cue Yea Patrick Yea McKee Yea Fahler Yea Dodson Yea Decter Wright Yea

[Backup Documentation](#)

Lakin Absent

Kimbrow Yea

Yeas: 8

Nays: 0

Absent: 1

Abstentions: 0

Motion

carried.

4. MAYOR'S ITEMS c. Change Order No. 2 to Contract No. 33650 between City of Tulsa and Tri-Star Construction, LLC., for Project No. 104017-J, TMUA-W 13-17 and MS #581, on S. Lewis Ave., 21st St. to 11th St. and 15th St. intersection to add an additional 120 calendar days due to time delays. [PW 2/26/20; CC 2/26/20] 20-144-1

Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper

Yea

Cue Yea

Patrick Yea

McKee Yea

Fahler Yea

Dodson Yea

Decter Wright

Yea

Lakin Absent

Kimbrow Yea

Yeas: 8

Nays: 0

Absent: 1

Abstentions: 0

Motion

carried.

4. MAYOR'S ITEMS d. Corrected License Agreement between the City of Tulsa and Kendall Whittier Main Street, Inc., for the use of City right-of-way for a bike rack at 2408 E. Admiral Blvd. The correction is due to a Scrivener's error placing the property in Block One (1), instead of Block Five (5). (CD-4) [CC 2/26/20] 20-145-1

Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright

[Backup](#)
[Documentation](#)

seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS e. Revisions to the Personnel Policies and Procedures Manual relating to Section 100, Policy 119.25 - Eligibility for Police Promotional Examinations. [PW 2/26/20; CC 2/26/20] 20-135-1

Councilor Cue moved to [Backup Documentation](#) approve 4.b – 4.t, except 4.f and 4.m.
Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS f. Review, discussion, possible adjustment, and approval of HUD Grant funding recommendations from the HUD Community Development Committee for Program Year 2020-2021. In accordance with Title 12, Chapter 8, Section 804, Paragraph F, the HUD Community Development Committee has made recommendations to amend the 2019 HUD Annual Action Plan. [UED 2/26/20; CC 2/26/20] 20-128-1

Public [Backup](#)
 Comments: [Documentation](#)
 James
 Alexander, Jr.
 – 4.f.

Councilor
 McKee spoke
 regarding 4.f
 and 4.t.

Councilor
 Dodson
 moved to
 defer 4.f to the
 5:00 P.M. City
 Council
 meeting on
 March 25,
 2020.

Councilor
 Decter Wright
 seconded the
 motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0

Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS f. Pulled: Review, discussion, possible adjustment, and approval of HUD Grant funding recommendations from the HUD Community Development Committee for Program Year 2020-2021. In accordance with Title 12, Chapter 8, Section 804, Paragraph F, the HUD Community Development Committee has made recommendations to amend the 2019 HUD Annual Action Plan. [UED 2/26/20; CC 2/26/20] 20-128-1

4. MAYOR'S ITEMS g. Donation from Hach Company to the City of Tulsa Mohawk Water Treatment Plant for lunch at the 2020 WIM's Regional User's Group Event valued at five hundred dollars (\$500.00). [CC 2/26/20] 20-157-1

Councilor Cue moved to [Backup Documentation](#) approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS h. Travel expense donation of six hundred thirty dollars and eighty-four cents (\$630.84) from the Institute for Intergovernmental Research for Mayor Bynum to travel to New Orleans, LA on March 8-9, 2020, to meet with the

Public Comments: [Backup Documentation](#)
John Huffines – 4.h, 4.q, 4.s,

New Orleans Police Department to learn about
technology in Policing. [CC 2/26/20]
20-132-1

4.t.

Councilor Cue
moved to
approve 4.b –
4.t, except 4.f
and 4.m.
Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS i. Travel expense donation of six hundred thirty dollars and
eighty-four cents (\$630.84) from the Institute for
Intergovernmental Research for Amy Brown to travel to
New Orleans, LA on March 8-9, 2020, to meet with the
New Orleans Police Department to learn about
technology in Policing. [CC 2/26/20]
20-133-1

Councilor Cue [Backup](#)
moved to [Documentation](#)
approve 4.b –
4.t, except 4.f
and 4.m.
Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea

Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS j. Travel expense donation of one thousand, fifty-seven dollars and fifty cents (\$1,057.50) from the Institute for Intergovernmental Research for Major Ryan Perkins to travel to Chicago, IL on February 25-27, 2020, to observe Chicago Police Department's Real Time Crime Center. [CC 2/26/20] 20-134-1

Councilor Cue moved to [Backup Documentation](#) approve 4.b – 4.t, except 4.f and 4.m.
 Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS k. Travel expense donation of one thousand, fifty-seven

Councilor Cue [Backup](#)

dollars and fifty cents (\$1,057.50) from the Institute for Intergovernmental Research for Matthew Kirkland to travel to Chicago, IL on February 25-27, 2020, to observe Chicago Police Department's Real Time Crime Center. [CC 2/26/20] 20-151-1

moved to [Documentation](#)
 approve 4.b –
 4.t, except 4.f
 and 4.m.
 Councilor
 Decter Wright
 seconded the
 motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS 1. Travel expense donation of two thousand, one hundred fifty-five dollars (\$2,155.00) from Tulsa Regional Tourism for Nick Doctor to travel to Savannah, GA on February 5-7, 2020, to attend a Tourism InterCity Visit. [CC 2/26/20] 20-149-1

Councilor Cue [Backup](#)
 moved to [Documentation](#)
 approve 4.b –
 4.t, except 4.f
 and 4.m.
 Councilor
 Decter Wright
 seconded the
 motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea

Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS m. Travel expense donation of two thousand, fifty-one dollars and eight cents (\$2,051.08) from the Indian Nation Council of Governments (INCOG) for Nick Doctor to travel to Houston, TX on April 24-28, 2020, to attend the Annual Planning Association Conference. [CC 2/26/20] 20-148-1

[Backup](#)
[Documentation](#)

4. MAYOR'S ITEMS n. Travel expense donation of five hundred eighty-three dollars and forty-four cents (\$583.44) from the Institute for Intergovernmental Research for Eric Dalglish to travel to New Orleans, LA on March 8-10, 2020, to attend the Public Safety Partnership Peer Exchange. [CC 2/26/20] 20-156-1

Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m.
 Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

4. MAYOR'S ITEMS o. Travel expense donation of five hundred eighty-three dollars and forty-four cents (\$583.44) from the Institute for Intergovernmental Research for Chief Franklin to travel to New Orleans, LA on March 8-10, 2020, to attend the Public Safety Partnership Peer Exchange. [CC 2/26/20] 20-155-1
- Motion carried.
- Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright seconded the motion.
- [Backup Documentation](#)

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

4. MAYOR'S ITEMS p. Special Event Application: Oklahoma Aquarium Run scheduled for April 4, 2020, at the Oklahoma Aquarium, 300 S. Aquarium Dr., (includes E. 96th St. S. and S. Riverside Dr.) (CD-2,9) [CC 2/26/20] 20-150-1
- Motion carried.
- Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m. Councilor Decter Wright seconded the motion.
- [Backup Documentation](#)

ROLL CALL:

Hall-Harper
Yea
Cue Yea

Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

4. MAYOR'S ITEMS q. Special Event Application: Kibo Group Run to the Well Public [Backup](#)
 scheduled for April 18, 2020, on streets surrounding R. L. Comments: [Documentation](#)
 Jones Airport. (CD-2) [CC 2/26/20] 20-152-1 John Huffines
 – 4.h, 4.q, 4.s,
 4.t.

Councilor Cue
 moved to
 approve 4.b –
 4.t, except 4.f
 and 4.m.
 Councilor
 Decter Wright
 seconded the
 motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0

Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS r. Special Event Application: FC Tulsa Home Matches scheduled for March 14, 17, and 21, 2020, at ONEOK Field, 201 N. Elgin Ave. (CD-4) [CC 2/26/20] 20-153-1
- Councilor Cue moved to [Backup Documentation](#) approve 4.b – 4.t, except 4.f and 4.m.
Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS s. Special Event Application: Guthrie Green Events scheduled for March 2020, at Guthrie Green, 111 E. Reconciliation Way. (CD-4) [CC 2/26/20] 20-154-1
- Public [Backup Documentation](#)
Comments: John Huffines – 4.h, 4.q, 4.s, 4.t.

Councilor Cue moved to approve 4.b – 4.t, except 4.f and 4.m.
Councilor

Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

4. MAYOR'S ITEMS t.

Special Event Application: Kilkenny's Irish Pub St.
Patrick's Day Celebration scheduled for March 17, 2020,
at 1413 E. 15th St. (CD-4) [CC 2/12/20; 2/26/20] 20-
114-3

Public [Backup](#)
Comments: [Documentation](#)
John Huffines
– 4.h, 4.q, 4.s,
4.t.

Councilor
McKee spoke
regarding 4.f
and 4.t.

Councilor Cue
moved to
approve 4.b –
4.t, except 4.f
and 4.m.

Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- a. Final Plat for Fire Station No. 33 Addition consisting of Two (2) Lots, One (1) Block, on 4.83 acres located east of the SE/c of E. 41st St. S. and S. 129th E. Ave. (TMAPC staff administratively APPROVED the final plat on behalf of TMAPC.) (CD-6) [CC 2/26/20] 20-167-1

Councilor Cue moved to approve 5.a – 5.h, except 5.d and 5.f.

[Backup Documentation](#)

Councilor
Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- b. Final Plat for the Leinbach Apartments Stuart Tract Addition consisting of One (1) Lot, One (1) Block, on 24.5 acres located west of the SW/c of E. 51st St. S. and S. 145th E. Ave. (TMAPC staff administratively APPROVED the final plat on behalf of TMAPC.) (CD-6) [CC 2/26/20] 20-169-1

Motion
carried.

Councilor Cue moved to [Backup Documentation](#) approve 5.a – 5.h, except 5.d and 5.f.
Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- c. Rezoning Application Z-7524 from MX1-U-45 to RM-2 for property located east of the SE/c of S. Lewis Ave. and E. 6th St. S. requested by Sally Moseby. (Property owner: Charney Properties, Inc.) (CD-4) (TMAPC voted 11-0-0 to recommend APPROVAL of RM-2 zoning.) [UED 2/12/20; CC 2/26/20; CC 3/4/20] 20-112-1

Councilor Cue moved to [Backup Documentation](#) approve 5.a – 5.h, except 5.d and 5.f.
Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea

Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

5. AUTHORITIES,
 BOARDS &
 COMMISSIONS

- d. Rezoning Application Z-7525 from CS to IL with an Optional Development Plan for property located south and west of the SW/c of E. Admiral Pl. and S. Garnett Rd. requested by Margaret Rosene Robinson. (Property owner: Wagon Wheel Trade Center, LLC.) (CD-3) (TMAPC voted 7-1-0 to recommend APPROVAL of IL zoning with an Optional Development Plan.) [UED 2/12/20; CC 2/26/20; CC 3/25/20; CC 4/1/20] 20-116-1

PULLED

[Backup Documentation](#)

5. AUTHORITIES,
 BOARDS &
 COMMISSIONS

- e. Rezoning Application Z-7526 from RM-2 and MX2-P-45 to MX2-P-U for property located at the NW/c of E. 11th St. S. and S. Lewis Ave. requested by Mike Thedford. (Property owner: TWS Route 66, LLC.) (CD-4) (TMAPC voted 11-0-0 to recommend APPROVAL of MX2-P-U zoning.) [UED 2/12/20; CC 2/26/20; CC 3/4/20] 20-117-1

Councilor McKee spoke regarding 5.e. [Backup Documentation](#)
 Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea

Decter Wright

Yea

Lakin Absent

Kimbrow Yea

Yeas: 8

Nays: 0

Absent: 1

Abstentions: 0

Motion

carried.

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- f. PULLED: Rezoning Application Z-7527 from RS-3 and OL to CS for property located east of the NE/c of W. 61st St. S. and S. 33rd W. Ave. requested by Nathan Cross. (Property owner: Rankin Properties.) (CD-2) (TMAPC voted 5-2-0 to recommend APPROVAL of CS zoning.) [UED 2/12/20; CC 2/26/20; CC 3/4/20] 20-118-2

PULLED

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- g. Rezoning Application Z-7528 from RS-4 to RS-5 for property located west of the SW/c of E. Latimer Pl. and Martin Luther King, Jr. Blvd. requested by Alberto Perez. (Property owner: Vive Investments, LLC.) (CD-1) (TMAPC voted 7-0-0 to recommend APPROVAL of RS-5 zoning.) [UED 2/12/20; CC 2/26/20; CC 3/4/20] 20-119-1

Councilor Cue
moved to

[Backup](#)
[Documentation](#)

approve 5.a –
5.h, except 5.d
and 5.f.

Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper

Yea

Cue Yea

Patrick Yea

McKee Yea

Fahler Yea

Dodson Yea

Decter Wright

Yea

Lakin Absent

Kimbrow Yea

Yeas: 8

Nays: 0

Absent: 1

Abstentions: 0

5. AUTHORITIES,
BOARDS &
COMMISSIONS

- h. Rezoning Application Z-7529 from IL to IM with an Optional Development Plan for property located south of the SE/c of E. 41st St. S. and S. 87th E. Ave. requested by Lou Reynolds. (Property owner: Bud Brothers, LLC.) (CD-7) (TMAPC voted 5-2-0 to recommend APPROVAL of IM zoning with an Optional Development Plan.) [UED 2/12/20; CC 2/26/20; CC 3/4/20] 20-120-1

Motion
carried.

Councilor Cue moved to approve 5.a – 5.h, except 5.d and 5.f. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

6. ORDINANCES -
FIRST READING

- a. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of two million dollars (\$2,000,000.00) from Revenues to be received from the Tulsa Parking Authority within the Non-Grant Special Revenue Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-129-1

Motion
carried.

Without objection, items 6.a – 6.f were forwarded to the next Council meeting.

[Backup](#)
[Documentation](#)

6. ORDINANCES -
FIRST READING

- b. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of three million, six hundred eighty-five thousand dollars (\$3,685,000.00) from un-appropriated Fund Balance within the Tulsa Metro Utilities Authority (TMUA) Sewer Operating Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-130-1

Without objection, items 6.a – 6.f were forwarded to the next

[Backup](#)
[Documentation](#)

6. ORDINANCES - FIRST READING	c. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of twenty-two thousand, five hundred seventy dollars and seventy-eight cents (\$22,570.78) from Revenues received within the Non-Grant Miscellaneous Special Revenue Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-131-1	Council meeting. Without objection, items 6.a – 6.f were forwarded to the next Council meeting.	Backup Documentation
6. ORDINANCES - FIRST READING	d. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of fifty thousand dollars (\$50,000.00) from un-appropriated Fund Balance within the Economic Development Commission Fund. [UED 2/26/20; CC 2/26/20; CC 3/4/20] 20-146-1	Without objection, items 6.a – 6.f were forwarded to the next Council meeting.	Backup Documentation
6. ORDINANCES - FIRST READING	e. Ordinance ZCA-13 amending the City of Tulsa Zoning Code, Title 42, Tulsa Revised Ordinances, to provide for principal and accessory short-term rental uses, to identify zoning districts in which such uses are permitted, and to establish supplemental use regulations for such uses. (TMAPC voted 6-2-0 to recommend APPROVAL of proposed amendment.) [UED 2/26/20; CC 2/26/20; CC 3/11/20] 19-464-3	Without objection, items 6.a – 6.f were forwarded to the next Council meeting.	Backup Documentation
6. ORDINANCES - FIRST READING	f. Ordinance amending Title 21, Tulsa Revised Ordinances, titled "Licenses," by adding a new chapter, Chapter 26, entitled "Short-Term Rental"; providing definitions; setting forth requirements for a license; setting forth requirements for the license application; setting forth the responsibilities of an operator of a Short-Term Rental; setting forth fees; providing for license revocation; setting forth penalties. [UED 2/26/20; CC 2/26/20; CC 3/11/20] 20-147-1	Without objection, items 6.a – 6.f were forwarded to the next Council meeting.	Backup Documentation
7. ORDINANCES - SECOND READING	a. Ordinance amending the fiscal year 2019-2020 budget to transfer unencumbered and unexpended appropriation balances of one million, eight hundred fifty-nine thousand, two hundred sixty-five dollars and forty-five cents (\$1,859,265.45) between Projects and Accounts within the Sewer Capital Fund. [UED 2/12/20; CC 2/12/20; CC 2/26/20] 20-103-1	Councilor Cue moved to approve 7.a – 7.e. Councilor Decter Wright seconded the motion.	Backup Documentation

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea

McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

7. ORDINANCES - b.
 SECOND READING

Rezoning Ordinance Z-7503 from RS-4 and CH to MX1-U-U and MX1-F-35 for property located north of the NE/c of E. 11th St. S. and S. Peoria Ave. requested by David Henke. (Property owner: Noria Properties, LLC) (CD-4) (TMAPC voted 11-0-0 to recommend APPROVAL of MX1-U-U and MX1-F-35 zoning.) [UED 1/15/20; CC 1/29/20; CC 2/12/20; CC 2/26/20] 20-24-2

Councilor Cue moved to approve 7.a – 7.e. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

7. ORDINANCES - c.
 SECOND READING

Rezoning Ordinance Z-7519 from RM-2 to CH for property located north of the NW/c of W. 21st St. S. and S. Boulder Ave. requested by Brian Elliot. (Property owner: Boulder Plaza Lofty Enterprises, LLC.) (CD-4)

Councilor Cue moved to approve 7.a – 7.e. Councilor

[Backup](#)
[Documentation](#)

(TMAPC voted 9-0-0 to recommend APPROVAL of CH zoning.) [UED 2/5/20; CC 2/12/20; CC 2/26/20] 20-66-2

Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

7. ORDINANCES - d.
SECOND READING

Rezoning Ordinance Z-7521 from RS-3 to RM-0 for property located north of the NE/c of E. 41st St. S. and S. 145th E. Ave. requested by KKT Architects, Inc. (Property owner: Glenwood Homes, LP.) (CD-6) (TMAPC voted 9-0-0 to recommend APPROVAL of RM-0 zoning.) [UED 2/5/20; CC 2/12/20; CC 2/26/20] 20-65-2

Councilor Cue moved to [Backup Documentation](#) approve 7.a – 7.e. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8

Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

7. ORDINANCES - e.
SECOND READING

Rezoning Ordinance Z-7523 from CH to IL for property located east of the SE/c of E. 3rd St. S. and S. Quincy Ave. requested by Amanda Lowe. (Property owner: Quincy Square, Inc.) (CD-4) (TMAPC voted 8-0-0 to recommend APPROVAL of IL zoning.) [UED 2/5/20; CC 2/12/20; CC 2/26/20] 20-67-2

Councilor Cue moved to approve 7.a – 7.e. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

8. COUNCIL ITEMS a.

Council Chair's report on community events, briefing on Council activities, Council efforts, and new business.

There was no report.

8. COUNCIL ITEMS b.

Adoption of an amended schedule for Council consideration of proposed amendments to the City of Tulsa's 1989 Amended Charter. [CC 2/26/20] 20-168-1

Councilor Cue moved to approve 8.b – 8.g. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper

Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

8. COUNCIL ITEMS c. Request by Veterans of Foreign Wars Post for waiver of fees for labor costs of eight thousand, one hundred seventy-five dollars. (\$8,175.00) incurred for the Veteran's Day parade held on November 11, 2019. [PW 2/26/20; CC 2/26/20] 20-140-1

Councilor Cue moved to approve 8.b – 8.g. Councilor Decter Wright seconded the motion.

[Backup](#)
[Documentation](#)

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

8. COUNCIL ITEMS d. Council initiation of a Voluntary AG-R Zoning Program for Councilor Cue

[Backup](#)

the area bounded by S. Union Ave. to the east; S. 33rd West Ave. to the west; W. 76th St. S. to the north; and W. 91st St. S. to the south to be effective immediately, upon Council initiation, through December 31, 2020. The primary goal of the program is to implement the West Highlands/Tulsa Hills Small Area Plan recommendation to retain the rural residential character of this area. [UED 2/26/20; CC 2/26/20] 20-158-2

moved to [Documentation](#)
approve 8.b –
8.g. Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper
Yea
Cue Yea
Patrick Yea
McKee Yea
Fahler Yea
Dodson Yea
Decter Wright
Yea
Lakin Absent
Kimbrow Yea

Yeas: 8
Nays: 0
Absent: 1
Abstentions: 0

Motion
carried.

8. COUNCIL ITEMS e. Consensus of the Tulsa City Council approving solicitation of donations and contributions for City Council and Council District Public Meetings. (McKee) [PW 2/26/20; CC 2/26/20] 20-141-1

Councilor
McKee and
Councilor
Dodson spoke
regarding 8.e
and Councilor
Cue spoke
regarding 8.f.

Councilor Cue
moved to
approve 8.b –
8.g. Councilor
Decter Wright
seconded the
motion.

ROLL CALL:

Hall-Harper

Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

8. COUNCIL ITEMS f. Consensus of the Council supporting PatriotFest and Car Show Celebration scheduled for May 23, 2020, 3770 Southwest Blvd. (Cue) [PW 2/26/20; CC 2/26/20] 20-142-1

Councilor
 McKee and
 Councilor
 Dodson spoke
 regarding 8.e
 and Councilor
 Cue spoke
 regarding 8.f.

Councilor Cue
 moved to
 approve 8.b –
 8.g. Councilor
 Decter Wright
 seconded the
 motion.

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

8. COUNCIL ITEMS g. Travel expense donation of six hundred fifty-one dollars and eighty-four cents (\$651.84) from the Institute for Intergovernmental Research for Councilor Lakin to travel to New Orleans, LA on March 8-9, 2020, to meet with the New Orleans Police Department to learn about technology in Policing.
 [PW 2/26/20; CC 2/26/20] 20-170-1

Councilor Cue moved to approve 8.b – 8.g. Councilor Decter Wright seconded the motion.

[Backup Documentation](#)

ROLL CALL:

Hall-Harper
 Yea
 Cue Yea
 Patrick Yea
 McKee Yea
 Fahler Yea
 Dodson Yea
 Decter Wright
 Yea
 Lakin Absent
 Kimbro Yea

Yeas: 8
 Nays: 0
 Absent: 1
 Abstentions: 0

Motion
 carried.

9. NEW BUSINESS a. New Business.

There was no new business.

10. HEARING OF APPEALS a. No items this week.

There were no items.

11. HEARING OF PUBLIC COMMENTS a. Public Comment: Nancy Moran - Air quality concerns in the River West neighborhood. [CC 2/26/20] 20-159-1

Nancy Moran addressed the Council.

Councilor
 Decter Wright

			addressed the speaker.
11. HEARING OF PUBLIC COMMENTS	b.	Public Comment: Larry Mitchell - Air quality concerns in the Crosbie Heights neighborhood. [CC 2/26/20] 20-162-1	Larry Mitchell addressed the Council.
			Councilor McKee addressed the speaker.
11. HEARING OF PUBLIC COMMENTS	c.	Public Comment: Emily Vickers - Local Air Quality Survey results and Environmental Health Equity. [CC 2/26/20] 20-163-1	Emily Vickers addressed the Council.
11. HEARING OF PUBLIC COMMENTS	d.	Public Comment: Jesse Kishen - Concerns about harassment at the Tulsa Public Schools Maintenance Facility. [CC 2/26/20] 20-164-1	Jesse Kishen was not present to address the Council.
11. HEARING OF PUBLIC COMMENTS	e.	Public Comment: Tommy Yap - City Council's reliance on the City Attorney to keep order of meetings in regards to Robert's Rules of Order. [CC 2/26/20] 20-166-1	Tommy Yap addressed the Council.
11. HEARING OF PUBLIC COMMENTS	f.	Public Comment: Kathy McDonald - Collection of data in the City of Tulsa and how it relates to travel. [CC 2/26/20] 20-165-1	Kathy McDonald addressed the Council.
12. ADJOURNMENT	a.	Adjournment.	Chairman Kimbro adjourned the meeting at 6:09 P.M.

HUD CDC Meeting Minutes Note

Meeting Minutes for the following meetings are submitted as DRAFT only. Due to the Coronavirus pandemic, meetings were not held in April or May for approval.

MINUTES OF MEETING

February 04, 2020, 4:01 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

Council Committee Room # 411

Members Present:

Robert Winchester (Vice-Chair), Julie Miner, Michael Kraft, Dennis Whitaker, Ryan Lynch.

Ex officio Present: None

Others Present:

Gary Hamer, Rhys Williams, Judy Gillaspie, Kim Howe, Allen Bowie, Pleas Thompson, Chela Starks, Nikki Sharp, Kate Neary, Casey Bakhsh, Donna Mathews, Vicki Jordan, Rose Washington, Jenei Day, EJ Noviski, Brandi Ball, Sara Cherry, Janet Pieren, Michelle Reago, Hanna Hicks, Jennifer Lupinacei, Greg Shinn, Jeff Jaynes, Phyllis Danley, Mark Brewer, Chris Snuffer, Brent Isaacs, Gary McColpin, Sherri Wright, Alicia Linker, Angela Letzig, Suzy Sharp, Marquetta Finley, Drew France

1. Call to Order
Robert Winchester, Vice-Chair, called the meeting to order at 4:03 p.m.
2. Chair's Introduction and Remarks
Introductions were made.
3. Approval of Minutes from September 2019 meeting
No action taken due to lack of quorum.
4. Facilitator's Report
Facilitator, Lloyd Hobbs, presented his report of the 2020 grant application process and reviewer scores.
5. Summary of Proposals, Allocation Process and City Set-Aside
Rhys Williams gave an overview of the number of applications received and reviewed. He then spoke about the City set aside allocations. No action taken due to lack of quorum.
6. HOPWA Allocation Recommendations
Rhys Williams provided recommendations on HOPWA allocations. No action was needed as Tulsa Cares is the only eligible applicant.
7. Review ESG Applications and Allocation Recommendations
Rhys Williams provided information on ESG applications and allocation recommendations. He explained the different scenarios for fund allocations. Phyllis Danley, from Tulsa Day Center, responded to the comment Mr. Williams made that Tulsa Day Center's application included no budgeted funds for providing subsidies for their

homeless prevention application. She requested time to review her records and respond at the next meeting.

8. Review HOME Applications and Allocation Recommendations
Rhys Williams provided information on HOME applications and allocation recommendations. He explained that all of the projects are able to be fully funded. No action taken due to lack of quorum.
9. Review CDBG Economic Development & Physical Project Applications and Allocation Recommendations
Rhys Williams provided information on CDBG Economic Development & Physical project applications and allocation recommendations. No action taken due to lack of quorum.
10. Comments – Committee
11. Public Comments - None
12. Adjournment
Robert Winchester, Vice-Chair, adjourned the meeting at 5:14 p.m.



HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES OF MEETING

February 06, 2020, 4:00 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

Council Committee Room # 411

Members Present:

Calvin Moniz (Chair), Robert Winchester (Vice-Chair), Julie Miner, Michael Kraft, Dennis Whitaker, Ryan Lynch, James Willis

Ex officio Present: None

Others Present:

Gary Hamer, Rhys Williams, Kim Howe, Judy Gillaspie, Allen Bowie, Sara Winders, Mikayla Eastman, Aaron Johnson, Jeff Jaynes, Susan Kenny, Adrienne Yandell, Colleen Mansur, Nikki Sharp, Chela Starks, Sara Cherry, Drew France, Kimberly Jackson, Bridget Harkin, Deisy Ramirez, Janine Collier, Julia Stizzer, Rochelle Klein, Grace Burke, Jenei Day, Brandi Ball, Chris Snuffer, Alicia Linker, Angel Arety, Suzy Sharp, Donna Mathews, Phyllis Danley, Marqueta Finley, Diana Emerson, Jocelyn McCarver, Zoe Cauley, Jennifer Barnett

1. Call to Order
Calvin Moniz, Chair, called the meeting to order at 4:04 p.m.
2. Chair's Introduction and Remarks
Committee members introduced themselves.
3. Approval of Minutes from September 12, 2019 meeting
Robert Winchester moved to approve minutes; Michael Kraft seconded. The motion carried unanimously.
4. Review of ESG Recommendations and Allocations (See attached)
Mr. Williams recapped the discussion from Tuesday of the recommended disbursement of funds. Ms. Danley, Tulsa Day Center, spoke about the Tulsa Day Center's Rapid Rehousing budget. Mr. Williams also commented that Tulsa Day Center had not yet spent much of the funding awarded from last year; Ms. Danley was unaware of this. Mr. Winchester moved to approve scenario #3 for the division of ESG funds for Prevention; Mr. Lynch seconded. The motion carried unanimously. Mr. Winchester moved to approve scenario #3 for the division of the ESG funds for Shelter Services; Mr. Willis seconded. The motion carried unanimously.
5. Review CDBG Public Service Applications and Allocation Recommendations
Mr. Williams presented the committee with multiple scenarios for division of funds (See attached). Mr. Lynch moved to approve scenario #2; Mr. Winchester seconded. The motion carried unanimously.

6. HUD PY20 Contingencies
Rhys Williams explained the draft contingency plan. Mr. Whitaker moved to approve the Contingency plan; Mr. Winchester seconded. The motion carried unanimously.
7. Final approval of HUD PY20 Allocations
Mr. Williams gave a final recap of the approved allocations (See Attached). Mr. Lynch moved to approve the final allocations; Mr. Willis seconded. Motion passed unanimously.
8. Comments - Thank you to Grants Administration by Mr. Moniz
9. Adjournment
Calvin Moniz, Chair, adjourned the meeting at 4:46 p.m.



HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

MINUTES OF MEETING

March 12, 2020, 5:00 p.m.

City Hall, 175 E. 2nd St., Tulsa, OK 74103

2nd Floor City Council Chambers

Members Present:

Robert Winchester (Vice-Chair), Michael Kraft, Dennis Whitaker, James Willis

Ex officio Present: None

Others Present:

Gary Hamer, Rhys Williams, Kim Howe, Judy Gillaspie, Suzy Sharp, James Alexander, Bernice Alexander, Mack Halton, Sherri Wright, EJ Noviski, Marc Bloomingdale

1. Call to Order
Robert Winchester, Vice-Chair, called meeting to order at 5:02 p.m.
2. Chair's Introduction and Remarks
Committee introductions were made.
3. Approval of Minutes
Action to approve the 2/4/20 & 2/6/20 meeting minutes was not taken due to lack of a quorum.
4. Consolidated Plan and First Year Annual Plan Presentation
Judy Gillaspie gave a presentation of the 2020-2024 Consolidated Plan and 2020-2021 Annual Action Plan.
5. Consolidated Plan and First Year Annual Plan Public Hearing
Motion approved to enter into public hearing.
Speaker #1 - Suzy Sharp, Youth Services of Tulsa, thanked the HUD CDC Members for all their work and praised Grants Administration for continuing to streamline the grant application process throughout the years. She also thanked the Committee for continued support of addressing homelessness. Speaker #2 - James Alexander, citizen, commented on HUD Federal Regulations and their use; Bernice Alexander also made comments from her seat. There were no additional attendees wishing to speak so a motion was approved to exit the public hearing.
6. Public Comments - No additional comments
7. Adjournment
Robert Winchester, Vice-Chair, adjourned the meeting at 5:26 p.m.



Committee Meeting, Public Works

3/25/2020

2:30 PM

175 E. 2nd St., Tulsa, OK 74103

One Technology Center, 4th Floor, Room 411

Agenda

Section Item Text	Minutes	Backup
<p>The City Council will hold this meeting by videoconferencing and teleconferencing via GoToMeeting, an online meeting and web conferencing tool.</p> <p>Councilors will participate, and members of the public may attend the Council's meeting via videoconferencing and teleconferencing by joining from a computer, tablet or smartphone using the following link:</p> <p>https://global.gotomeeting.com/join/963199221</p> <p>Councilors and members of the public can also dial in using their phone by dialing:</p> <p>United States: +1 (646) 749-3122</p> <p>Participants must then enter the following Access Code: 963-199-221</p> <p>The following City Councilors plan to attend remotely via GoToMeeting video conferencing, provided that they may still be permitted to appear and attend at the meeting site, Room 411, Fourth Floor of City Hall, at One Technology Center, 175 East Second Street, Tulsa Oklahoma:</p> <p>District 1 Councilor Vanessa Hall-Harper, Vice Chair; District 2 Councilor Jeannie Cue; District 3 Councilor Crista Patrick; District 4 Councilor Kara Joy McKee; District 5 Councilor Cass Fahler; District 6 Councilor Connie Dodson; District 7 Councilor Lori Decter Wright; District 8 Councilor Phil Lakin, Jr.; and Council Chair District 9 Councilor Ben Kimbro.</p>		

Persons who require a special accommodation to participate in this meeting should contact Tulsa City Council Secretary Lori Doring, 175

East Second Street, Fourth Floor, Tulsa, Oklahoma, 918-596-1990 or via Email: loridoring@tulsacouncil.org, as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

01. Call to Order.

Call to Order -
2:41 P.M.
Hall-Harper
chaired

Hall-Harper
Cue (via
videoconference)
Patrick (via
videoconference)
McKee (via
videoconference)
Fahler (via
videoconference)
Dodson (via
videoconference)
Decter Wright
(via
videoconference)
Lakin (via
videoconference)
Kimbrow (via
videoconference)

02. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of twenty-seven thousand, five hundred dollars (\$27,500.00) from revenues to be received within the Non-Grant Miscellaneous Special Revenue Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-240-1

Keith Eldridge [Backup](#)
from the Finance [Documentation](#)
Department
spoke via
videoconference
move forward

03. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty thousand dollars (\$450,000.00) from revenue received within the Brownfield Grants Sub-Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-241-1

Keith Eldridge [Backup](#)
from the Finance [Documentation](#)
Department
spoke via
videoconference
move forward

04. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty-one thousand, six hundred fifty dollars and ninety-three cents (\$451,650.93) from revenue to be received from insurance payments within the 2006 Sales Tax Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-242-1

Keith Eldridge [Backup](#)
from the Finance [Documentation](#)
Department
spoke via
videoconference
move forward

05. Ordinance amending the fiscal year 2019-2020 budget to make

Keith Eldridge [Backup](#)

- supplemental appropriations of seventeen million, five hundred thousand dollars (\$17,500,000.00) from revenue received from the sale of General Obligation Bonds within the 2020 GO Bond Fund Issue 1. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-246-1
06. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of seventy-two million, five hundred thousand dollars (\$72,500,000.00) from revenue received from the sale of General Obligation Bonds within the 2014 GO Bond Fund Issue 5. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-247-1
07. Change Order No. 1 to Contract No. 32814 between Tulsa Metropolitan Utility Authority and Walters-Morgan Construction, Inc., for Project No. TMUA-W 14-68, adding fourteen thousand, three hundred seventy dollars and eighteen cents (\$14,370.18) and a ninety-nine (99) calendar day extension to the contract due to time delays. [PW 3/25/20; CC 3/25/20] 20-238-1
08. Resolution relating to the incurring of indebtedness by the trustees of the Tulsa Public Facilities Authority for the purpose of acquiring, constructing, equipping, furnishing, operating and maintaining stormwater management projects in the City of Tulsa by issuing the Tulsa Public Facilities Authority Capital Improvements Revenue Bonds, Series 2020, in the aggregate principal amount of not to exceed twenty-four million, one hundred fifty thousand dollars (\$24,150,000.00); approving a projects agreement and authorizing appropriate city officers to approve documents and take actions as may be necessary or required to issue said bonds. (Emergency Clause) [PW 3/25/20; CC 4/1/20] 20-239-1
09. Resolution authorizing payment of thirty-two thousand, five hundred dollars (\$32,500.00) to Beverly Hollis, Plaintiff, and Mark L. Miller, Attorney, from the Sinking Fund as a judgment and attorney fee award in Case No. CJ-2018-3405, Beverly Hollis v. City of Tulsa. (Emergency Clause) [PW 3/25/20; CC 3/25/20] 20-248-1
10. Resolution approving the Five Year Consolidated Plan and PY 2020 Annual Action Plan and projected use of funds beginning July 1, 2020, to be funded by Community Development Block Grant (CDBG) funds, Home Investment Partnership Act (HOME) funds, Emergency Solutions Grant (ESG) funds, Housing Opportunities for Persons with AIDS (HOPWA) funds; authorizing the Mayor to submit a final statement and to sign all assurances, understandings, and contracts associated with said grants from the United States Department of Housing and Urban Development, and in accordance with all requirements. [PW 3/25/20; CC 4/1/20] 20-243-1
- from the Finance Department spoke via videoconference move forward
- Keith Eldridge from the Finance Department spoke via videoconference move forward
- PULLED
- Chris Havenar from the Finance Department spoke via videoconference move forward
- Chad Becker from the Finance Department and Stephan Wangsgard from City Legal spoke via videoconference move forward
- Rhys Williams from Grants Administration spoke via videoconference move forward

[Documentation](#)[Backup](#)[Documentation](#)[Backup](#)[Documentation](#)[Backup](#)[Documentation](#)[Backup](#)[Documentation](#)[Backup](#)[Documentation](#)

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| <p>11. Ordinance annexing and adding into the corporate jurisdictional limits of the City of Tulsa, the land under and around the future Gilcrease Expressway, which will extend north and south at approximately 57th West Avenue, connecting Interstate Highway 44 on the south with United States Route 412 on the north; declaring that publication, mailing and public hearing have been conducted according to state law; providing that the real property so annexed into the City of Tulsa, and all persons residing therein, and all property situated thereon, shall be subject to the jurisdiction, laws, ordinances and regulations of the City; providing that the territory so annexed shall be assigned to City Council District Number Two (2); assigning appropriate zoning classification to the territory; noting that written consent from the owners of a majority of the acres to be annexed has been obtained as required by state law, and attaching said consents hereto; directing that copies of this ordinance be filed in the office of the Tulsa County Clerk and the Oklahoma Tax Commission. (Emergency Clause) [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-249-1</p> | <p>Mark Swiney, Senior Assistant City Attorney, spoke via videoconference move forward</p> | <p>Backup Documentation</p> |
| <p>12. Resolution calling for, and requesting the Tulsa County Election Board to conduct, non-partisan general elections on August 25, 2020, as necessary to elect the Mayor of the City of Tulsa, the City Auditor for the City of Tulsa, and City Councilors for all nine (9) City of Tulsa Council Election Districts. [PW 3/25/20; CC 4/1/20] 20-244-1</p> | <p>Mark Swiney, Senior Assistant City Attorney, spoke via videoconference move forward</p> | <p>Backup Documentation</p> |
| <p>13. Discussion with representatives from the Finance Department, regarding the Energy, Security, and Take-Home Vehicle policies. [PW 3/25/20] 20-231-1</p> | <p>PULLED</p> | |
| <p>14. Upcoming Public Works Committee agenda items.</p> | <p>none</p> | |
| <p>15. Adjournment.</p> | <p>3:09 P.M.</p> | |
| <p>16. ADDENDUM: Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of five hundred thousand dollars (\$500,000.00) from Unappropriated Fund Balance within the General Fund. (REQUESTING WAIVER OF CITY CHARTER, AND COUNCIL RULES & ORDER OF BUSINESS, REQUESTING APPROVAL ON FIRST READING) [PW 3/25/20; CC 3/25/20] 20-252-1</p> | <p>read after item 6 Keith Eldridge and James Wagner from the Finance Department spoke via videoconference move forward</p> | <p>Backup Documentation</p> |



Council Meeting, Regular

3/25/2020

5:00 PM

175 E. 2nd St., Tulsa, OK 74103

Council Chamber, 2nd Floor

Agenda

Section

Item Text

Minutes Backup

The City Council will hold this meeting by videoconferencing and teleconferencing via GoToMeeting, an online meeting and web conferencing tool.

[Backup](#)
[Documentation](#)

Councilors and members of the public will be allowed to attend and participate in the Council's meeting via videoconferencing and teleconferencing by joining from a computer, tablet or smartphone using the following link:

<https://global.gotomeeting.com/join/994910621>

Councilors and members of the public can also dial in using their phone by dialing:

United States: +1 (646) 749-3122

Participants must then enter the following Access Code: 994-910-621

The following City Councilors plan to attend remotely via GoToMeeting, provided that they may still be permitted to appear at the meeting site, the Tulsa City Council Chambers, Second Floor of City Hall, at One Technology Center, 175 East Second Street, Tulsa Oklahoma:

District 1 Councilor Vanessa Hall-Harper, Vice Chair; District 2 Councilor Jeannie Cue; District 3 Councilor Crista Patrick; District 4 Councilor Kara Joy McKee; District 5 Councilor Cass Fahler; District 6 Councilor Connie Dodson; District 7 Councilor Lori Decter Wright; District 8 Councilor Phil Lakin, Jr.;

Council Chair District 9 Councilor Ben Kimbro will be attending and chairing this meeting in person.

Persons who require a special accommodation to participate in this meeting should contact Tulsa City Council Secretary Lori Doring, 175 East Second Street, Fourth Floor, Tulsa, Oklahoma, 918-596-1990 or via Email: lorldoring@tulsacouncil.org, as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

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|----------------------------------|----|---|
| 1. RECEIPT & FILING OF MINUTES | a. | Minutes of Regular Meeting held at 4:00 PM on February 26, 2020. [CC 3/25/20] 20-232-1 |
| 1. RECEIPT & FILING OF MINUTES | b. | Minutes of Regular Meeting held at 5:00 PM on February 26, 2020. [CC 3/25/20] 20-233-1 |
| 1. RECEIPT & FILING OF MINUTES | c. | Minutes of Regular Meeting held at 4:00 PM on March 4, 2020. [CC 3/25/20] 20-234-1 |
| 1. RECEIPT & FILING OF MINUTES | d. | Minutes of Regular Meeting held at 5:00 PM on March 4, 2020. [CC 3/25/20] 20-235-1 |
| 2. APPOINTMENTS & REAPPOINTMENTS | a. | Samantha Extance - Appointment to the Tulsa Route 66 Commission replacing Amy Smith. (CD-5) [UED 3/11/20; CC 3/25/20] 20-189-1 |
| 2. APPOINTMENTS & REAPPOINTMENTS | b. | Hamel B. Reinmiller - Appointment to the Economic Development Commission replacing Mike Kimbrill; term expires December 31, 2021. (CD-8) [UED 3/11/20; CC 3/25/20] 20-190-1 |
| 2. APPOINTMENTS & REAPPOINTMENTS | c. | Steve Walman - Reappointment to the Stormwater Drainage Hazard Mitigation Advisory Board; term expires February 28, 2025. (Attended 27/45 meetings.) (CD-8) [UED 3/11/20; CC 3/25/20] 20-191-1 |
| 3. PUBLIC HEARINGS | a. | No items this week. |
| 4. MAYOR'S ITEMS | a. | Mayor's report on community events, briefing on City activities, City efforts, and new business. |
| 4. MAYOR'S ITEMS | b. | Review, discussion, possible adjustment, and approval of HUD Grant funding recommendations from the HUD Community Development Committee for Program Year 2020-2021. In accordance with Title 12, Chapter 8, Section 804, Paragraph F, the HUD Community Development Committee has made recommendations to amend the 2019 HUD Annual Action Plan. [UED 2/26/20; CC 2/26/20; CC 3/25/20] 20-128-3 |

[Backup Documentation](#)

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| 4. MAYOR'S ITEMS c. | Resolution authorizing payment of thirty-two thousand, five hundred dollars (\$32,500.00) to Beverly Hollis, Plaintiff, and Mark L. Miller, Attorney, from the Sinking Fund as a judgment and attorney fee award in Case No. CJ-2018-3405, Beverly Hollis v. City of Tulsa. (Emergency Clause) [PW 3/25/20; CC 3/25/20] 20-248-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS d. | Public Property Use/Occupancy Permit for Maple Ridge Association, Inc. to use and occupy the City's right-of-way to allow the Association to care for and utilize certain medians in the neighborhood. (CD-4) [PW 3/11/20; CC 3/25/20] 20-207-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS e. | Change Order No. 1 to Contract No. 32814 between Tulsa Metropolitan Utility Authority and Walters-Morgan Construction, Inc., for Project No. TMUA-W 14-68, adding fourteen thousand, three hundred seventy dollars and eighteen cents (\$14,370.18) and a ninety-nine (99) calendar day extension to the contract due to time delays. [PW 3/25/20; CC 3/25/20] 20-238-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS f. | License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a corner canopy, project sign, and a cantilevered corner roof element at 420 E. Archer St. (Project No. 5-4-19-106) [CC 3/25/20] 20-218-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS g. | License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a rooftop balcony at 420 E. Archer St. (Project No. 5-4-19-107) [CC 3/25/20] 20-219-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS h. | License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a cantilevered balcony and removable canopies at 420 E. Archer St. (Project No. 5-4-19-108) [CC 3/25/20] 20-220-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS i. | License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a cantilevered balcony and removable canopies at 420 E. Archer St. (Project No. 5-4-19-109) [CC 3/25/20] 20-221-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS j. | License Agreement between the City of Tulsa and Brandon M. Matthes and Kandi M. Matthes for the construction of a driveway crossing over the City of Tulsa's property at 10852 E. 535 Rd., Claremore, OK. (Project No. 5-4-19-124) [CC 3/25/20] 20-237-1 | Backup
Documentation |
| 4. MAYOR'S ITEMS k. | Donation of a Sanitary Sewer Easement located at 4528 S. Sheridan Rd. by Madison Investments VII, LLC, as a requirement for IDP 39062-2019, for the 46th St. and Sheridan Rd. Car Wash Project, Parcel No. 164-2019. (CD-5) [CC 3/25/20] 20-236-1 | Backup
Documentation |

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|--------------------------------------|----|---|--------------------------------------|
| 4. MAYOR'S ITEMS | 1. | Donation of conference registration fees from Ferguson Waterworks for thirty (30) Water and Sewer employees to attend the Mueller Mobile Waterworks Product Training School in Tulsa, OK on April 22, 2020, valued at four hundred fifty dollars (\$450.00). [CC 3/25/20] 20-245-1 | Backup Documentation |
| 5. AUTHORITIES, BOARDS & COMMISSIONS | a. | Resolution No. 2808:1009 of the Tulsa Metropolitan Area Planning Commission, pursuant to Title 19 Oklahoma Statutes, Section 863.7; amending the Tulsa Comprehensive Plan, by adopting an amendment to the Land Use Map of the Tulsa Comprehensive Plan to change the land use from "Existing Neighborhood" to "Employment" on approximately .23 acres located west of the SW/c of W. 42nd Pl. S. and S. 34th W. Ave. (CPA-85) (CD-2) (TMAPC voted 9-0-0 to recommend APPROVAL of the Resolution.) [UED 1/29/20; CC 2/5/20; 3/11/20; 3/25/20] 20-61-3 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | a. | Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of twenty-seven thousand, five hundred dollars (\$27,500.00) from revenues to be received within the Non-Grant Miscellaneous Special Revenue Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-240-1 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | b. | Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty thousand dollars (\$450,000.00) from revenue received within the Brownfield Grants Sub-Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-241-1 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | c. | Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty-one thousand, six hundred fifty dollars and ninety-three cents (\$451,650.93) from revenue to be received from insurance payments within the 2006 Sales Tax Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-242-1 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | d. | Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of seventeen million, five hundred thousand dollars (\$17,500,000.00) from revenue received from the sale of General Obligation Bonds within the 2020 GO Bond Fund Issue 1. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-246-1 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | e. | Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of seventy-two million, five hundred thousand dollars (\$72,500,000.00) from revenue received from the sale of General Obligation Bonds within the 2014 GO Bond Fund Issue 5. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-247-1 | Backup Documentation |
| 6. ORDINANCES - FIRST READING | f. | Ordinance annexing and adding into the corporate jurisdictional limits of the City of Tulsa, the land under and around the future Gilcrease Expressway, which will extend north and south at approximately 57th West Avenue, connecting Interstate | Backup Documentation |

Highway 44 on the south with United States Route 412 on the north; declaring that publication, mailing and public hearing have been conducted according to state law; providing that the real property so annexed into the City of Tulsa, and all persons residing therein, and all property situated thereon, shall be subject to the jurisdiction, laws, ordinances and regulations of the City; providing that the territory so annexed shall be assigned to City Council District Number Two (2); assigning appropriate zoning classification to the territory; noting that written consent from the owners of a majority of the acres to be annexed has been obtained as required by state law, and attaching said consents hereto; directing that copies of this ordinance be filed in the office of the Tulsa County Clerk and the Oklahoma Tax Commission. (Emergency Clause) [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-249-1

6. ORDINANCES - g.
FIRST READING

ADDENDUM: Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of five hundred thousand dollars (\$500,000.00) from Unappropriated Fund Balance within the General Fund. (REQUESTING WAIVER OF CITY CHARTER, AND COUNCIL RULES & ORDER OF BUSINESS, REQUESTING APPROVAL ON FIRST READING) [PW 3/25/20; CC 3/25/20] 20-252-1

[Backup](#)
[Documentation](#)

7. ORDINANCES - a.
SECOND READING

Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of two hundred eighty thousand, two hundred ninety-two dollars and sixty-one cents (\$280,292.61) from Fund Balance within the Police Department Equitable Sharing - Justice SubFund and to make supplemental appropriations of one hundred thirty-six thousand, seven hundred ten dollars and eighty-six cents (\$136,710.86) from Fund Balance within the Police Department Equitable Sharing - Treasury SubFund. [UED 3/11/20; CC 3/11/20; CC 3/25/20] 20-188-1

[Backup](#)
[Documentation](#)

7. ORDINANCES - b.
SECOND READING

Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred twenty-nine thousand, one hundred forty dollars (\$429,140.00) from Unappropriated Fund Balance within the General Fund and the Short Term Capital Fund. [UED 3/11/20; CC 3/11/20; CC 3/25/20] 20-208-1

[Backup](#)
[Documentation](#)

7. ORDINANCES - c.
SECOND READING

Rezoning Ordinance Z-7515 from IL, RM-1, and IM to CH with an Optional Development Plan for multiple parcels located south and west of the SW/c of E. Latimer Pl. and N. Peoria Ave. requested by GC Real Estate. (Property owner: GC Real Estate.) (CD-1) (TMAPC voted 7-0-1 to recommend APPROVAL of CH zoning with an Optional Development Plan.) [UED 2/26/20; CC 3/11/20; CC 3/25/20] 20-136-2

[Backup](#)
[Documentation](#)

7. ORDINANCES - d.

Rezoning Ordinance Z-7520 from RS-3 to CS for property

[Backup](#)

- SECOND READING located west of the SW/c of W. 42nd Pl. S. and S. 34th W. Ave. requested by Tyler Collier. (Property owners: Mordhorst, Clifford and Dan D. Revocable Trust.) (CD-2) (TMAPC voted 9-0-0 to recommend APPROVAL of CS zoning.)
[UED 1/29/20; CC 2/5/20; CC 2/12/20; CC 3/11/20; CC 3/25/20] 20-60-2
8. COUNCIL ITEMS a. Council Chair's report on community events, briefing on Council activities, Council efforts, and new business.
9. NEW BUSINESS a. New Business.
10. HEARING OF APPEALS a. No items this week.
11. HEARING OF PUBLIC COMMENTS a. No items this week.
12. ADJOURNMENT a. Adjournment.

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CITY OF
TULSA, OKLAHOMA,**

scheduled for Wednesday, March 25, 2020, at 5:00 P.M in the City Council Chamber, One Technology Center, 175 E. 2nd St., Second Floor, Tulsa, OK to transact all business as set out in Notice and Agenda posted in the Office of City Clerk, Room 260, One Technology Center, 175 E. 2nd St., Second Floor, Tulsa, OK on Friday, March 20, 2020, at 4:52 P.M.

An addendum was posted on Monday, March 23, 2020, at 4:50 P.M.

The City Council held this meeting by videoconferencing and teleconferencing via GoToMeeting, an online meeting and web conferencing tool.

Councilors and members of the public were allowed to attend and participate in the Council's meeting via videoconferencing and teleconferencing by joining from a computer, tablet or smartphone using the following link:

<https://global.gotomeeting.com/join/994910621>

Councilors and members of the public could also dial in using their phone by dialing: United States: +1 (646) 749-3122, then entering the following Access Code: 994-910-621

The following City Councilors attended remotely via GoToMeeting, provided that they were still permitted to appear at the meeting site, the Tulsa City Council Chambers, Second Floor of City Hall, at One Technology Center, 175 East Second Street, Tulsa Oklahoma:

District 2 Councilor Jeannie Cue; District 3 Councilor Crista Patrick; District 4 Councilor Kara Joy McKee; District 5 Councilor Cass Fahler; District 6 Councilor Connie Dodson; District 7 Councilor Lori Decter Wright; District 8 Councilor Phil Lakin, Jr.

Council Chair District 9 Councilor Ben Kimbro attended and chaired this meeting in person. District 1 Councilor Vanessa Hall-Harper, Vice Chair, attended this meeting in person.

CALL TO ORDER

Chairman Kimbro called the meeting to order at 5:11 P.M.

ROLL CALL:

Hall-Harper	Present	Dodson	Present
Cue	Present	Decter Wright	Present
Patrick	Present	Lakin	Present
McKee	Present	Kimbro	Present
Fahler	Present		
	Present:	9	
	Absent:	0	

STAFF PRESENT

David O'Meilia, City Attorney (via videoconferencing)
Patrick Boulden, Council Administrator
Lori Doring, Secretary to the Council

1. RECEIPT & FILING OF MINUTES

- a. Minutes of Regular Meeting held at 4:00 PM on February 26, 2020. [CC 3/25/20] 20-232-1
- b. Minutes of Regular Meeting held at 5:00 PM on February 26, 2020. [CC 3/25/20] 20-233-1

- c. Minutes of Regular Meeting held at 4:00 PM on March 4, 2020. [CC 3/25/20] 20-234-1
- d. Minutes of Regular Meeting held at 5:00 PM on March 4, 2020. [CC 3/25/20] 20-235-1

Councilor Hall-Harper moved to approve 1.a – 1.d. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

2. APPOINTMENTS & REAPPOINTMENTS

- a. Samantha Extance - Appointment to the Tulsa Route 66 Commission replacing Amy Smith. (CD-5) [UED 3/11/20; CC 3/25/20] 20-189-1
- b. Hamel B. Reinmiller - Appointment to the Economic Development Commission replacing Mike Kimbrill; term expires December 31, 2021. (CD-8) [UED 3/11/20; CC 3/25/20] 20-190-1
- c. Steve Walman - Reappointment to the Stormwater Drainage Hazard Mitigation Advisory Board; term expires February 28, 2025. (Attended 27/45 meetings.) (CD-8) [UED 3/11/20; CC 3/25/20] 20-191-1

Councilor Hall-Harper moved to approve 2.a – 2.c. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

3. PUBLIC HEARINGS

- a. No items this week.

4. MAYOR’S ITEMS

- a. Mayor’s report on community events, briefing on City activities, City efforts, and new business.

Mayor Bynum thanked the City Council for their support of the employees of the City and thanked the employees for all their hard work during this time. He

discussed the Budget Amendment that was on the agenda and how it would be used to provide personal protective equipment for first responders.

- b. Review, discussion, possible adjustment, and approval of HUD Grant funding recommendations from the HUD Community Development Committee for Program Year 2020-2021. In accordance with Title 12, Chapter 8, Section 804, Paragraph F, the HUD Community Development Committee has made recommendations to amend the 2019 HUD Annual Action Plan. [UED 2/26/20; CC 2/26/20; CC 3/25/20] 20-128-3
- c. Resolution authorizing payment of thirty-two thousand, five hundred dollars (\$32,500.00) to Beverly Hollis, Plaintiff, and Mark L. Miller, Attorney, from the Sinking Fund as a judgment and attorney fee award in Case No. CJ-2018-3405, Beverly Hollis v. City of Tulsa. **(Emergency Clause)** [PW 3/25/20; CC 3/25/20] 20-248-1
- d. Public Property Use/Occupancy Permit for Maple Ridge Association, Inc. to use and occupy the City's right-of-way to allow the Association to care for and utilize certain medians in the neighborhood. (CD-4) [PW 3/11/20; CC 3/25/20] 20-207-1
- e. **PULLED:** Change Order No. 1 to Contract No. 32814 between Tulsa Metropolitan Utility Authority and Walters-Morgan Construction, Inc., for Project No. TMUA-W 14-68, adding fourteen thousand, three hundred seventy dollars and eighteen cents (\$14,370.18) and a ninety-nine (99) calendar day extension to the contract due to time delays. [PW 3/25/20; CC 3/25/20] 20-238-1
- f. License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a corner canopy, project sign, and a cantilevered corner roof element at 420 E. Archer St. (Project No. 5-4-19-106) [CC 3/25/20] 20-218-1
- g. License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a rooftop balcony at 420 E. Archer St. (Project No. 5-4-19-107) [CC 3/25/20] 20-219-1
- h. License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a cantilevered balcony and removable canopies at 420 E. Archer St. (Project No. 5-4-19-108) [CC 3/25/20] 20-220-1
- i. License Agreement between the City of Tulsa and American Opportunity Partners, LLC. for the installation of a cantilevered balcony and removable canopies at 420 E. Archer St. (Project No. 5-4-19-109) [CC 3/25/20] 20-221-1
- j. License Agreement between the City of Tulsa and Brandon M. Matthes and Kandi M. Matthes for the construction of a driveway crossing over the City of Tulsa's property at 10852 E. 535 Rd., Claremore, OK. (Project No. 5-4-19-124) [CC 3/25/20] 20-237-1
- k. Donation of a Sanitary Sewer Easement located at 4528 S. Sheridan Rd. by Madison Investments VII, LLC, as a requirement for IDP 39062-2019, for the 46th St. and Sheridan Rd. Car Wash Project, Parcel No. 164-2019. (CD-5) [CC 3/25/20] 20-236-1
- l. Donation of conference registration fees from Ferguson Waterworks for thirty (30) Water and Sewer employees to attend the Mueller Mobile Waterworks Product Training School in Tulsa, OK on April 22, 2020, valued at four hundred fifty dollars (\$450.00). [CC 3/25/20] 20-245-1

Councilor Hall-Harper moved to approve 4.b – 4.l, except 4.e, with the emergency clause on 4.c. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

5. AUTHORITIES, BOARDS & COMMISSIONS

- a. Resolution No. 2808:1009 of the Tulsa Metropolitan Area Planning Commission, pursuant to Title 19 Oklahoma Statutes, Section 863.7; amending the Tulsa Comprehensive Plan, by adopting an amendment to the Land Use Map of the Tulsa Comprehensive Plan to change the land use from “Existing Neighborhood” to “Employment” on approximately .23 acres located west of the SW/c of W. 42nd Pl. S. and S. 34th W. Ave. (CPA-85) (CD-2) (TMAPC voted 9-0-0 to recommend **APPROVAL** of the Resolution.) [UED 1/29/20; CC 2/5/20; 3/11/20; 3/25/20] 20-61-3

Councilor Hall-Harper moved to approve 5.a. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

6. ORDINANCES - FIRST READING

6.g was read and voted on separately.

- a. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of twenty-seven thousand, five hundred dollars (\$27,500.00) from revenues to be received within the Non-Grant Miscellaneous Special Revenue Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-240-1
- b. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty thousand dollars (\$450,000.00) from revenue received within the Brownfield Grants Sub-Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-241-1
- c. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred fifty-one thousand, six hundred fifty dollars and ninety-three cents (\$451,650.93) from revenue to be received from insurance payments within the 2006 Sales Tax Fund. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-242-1
- d. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of seventeen million, five hundred thousand dollars (\$17,500,000.00) from revenue received from the sale of General Obligation

Bonds within the 2020 GO Bond Fund Issue 1. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-246-1

- e. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of seventy-two million, five hundred thousand dollars (\$72,500,000.00) from revenue received from the sale of General Obligation Bonds within the 2014 GO Bond Fund Issue 5. [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-247-1

- f. Ordinance annexing and adding into the corporate jurisdictional limits of the City of Tulsa, the land under and around the future Gilcrease Expressway, which will extend north and south at approximately 57th West Avenue, connecting Interstate Highway 44 on the south with United States Route 412 on the north; declaring that publication, mailing and public hearing have been conducted according to state law; providing that the real property so annexed into the City of Tulsa, and all persons residing therein, and all property situated thereon, shall be subject to the jurisdiction, laws, ordinances and regulations of the City; providing that the territory so annexed shall be assigned to City Council District Number Two (2); assigning appropriate zoning classification to the territory; noting that written consent from the owners of a majority of the acres to be annexed has been obtained as required by state law, and attaching said consents hereto; directing that copies of this ordinance be filed in the office of the Tulsa County Clerk and the Oklahoma Tax Commission. **(Emergency Clause)** [PW 3/25/20; CC 3/25/20; CC 4/1/20] 20-249-1

Without objection, items 6.a – 6.f were forwarded to the next Council meeting.

- g. **ADDENDUM:** Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of five hundred thousand dollars (\$500,000.00) from Unappropriated Fund Balance within the General Fund. **(REQUESTING WAIVER OF CITY CHARTER, AND COUNCIL RULES & ORDER OF BUSINESS, REQUESTING APPROVAL ON FIRST READING)** [PW 3/25/20; CC 3/25/20] 20-252-1

Councilor Hall-Harper moved to approve 6.g, with waiver of City Charter, and Council Rules & Order of Business, requesting approval on First Reading.
Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

7. ORDINANCES - SECOND READING

- a. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of two hundred eighty thousand, two hundred ninety-two dollars and sixty-one cents (\$280,292.61) from Fund Balance within the Police Department Equitable Sharing - Justice SubFund and to make supplemental appropriations of one hundred thirty-six thousand, seven hundred ten dollars and eighty-six cents (\$136,710.86) from Fund Balance within the Police Department Equitable Sharing - Treasury SubFund. [UED 3/11/20; CC 3/11/20; CC 3/25/20] 20-188-1

- b. Ordinance amending the fiscal year 2019-2020 budget to make supplemental appropriations of four hundred twenty-nine thousand, one hundred forty dollars (\$429,140.00) from unappropriated Fund Balance within the General Fund and the Short Term Capital Fund. [UED 3/11/20; CC 3/11/20; CC 3/25/20] 20-208-1
- c. Rezoning Ordinance Z-7515 from IL, RM-1, and IM to CH with an Optional Development Plan for multiple parcels located south and west of the SW/c of E. Latimer Pl. and N. Peoria Ave. requested by GC Real Estate. (Property owner: GC Real Estate.) (CD-1) (TMAPC voted 7-0-1 to recommend **APPROVAL** of CH zoning with an Optional Development Plan.) [UED 2/26/20; CC 3/11/20; CC 3/25/20] 20-136-2
- d. Rezoning Ordinance Z-7520 from RS-3 to CS for property located west of the SW/c of W. 42nd Pl. S. and S. 34th W. Ave. requested by Tyler Collier. (Property owners: Mordhorst, Clifford and Dan D. Revocable Trust.) (CD-2) (TMAPC voted 9-0-0 to recommend **APPROVAL** of CS zoning.) [UED 1/29/20; CC 2/5/20; CC 2/12/20; CC 3/11/20; CC 3/25/20] 20-60-2

Councilor Hall-Harper moved to approve 7.a – 7.d. Councilor Decter Wright seconded the motion.

ROLL CALL:

Hall-Harper	Yea	Dodson	Yea
Cue	Yea	Decter Wright	Yea
Patrick	Yea	Lakin	Yea
McKee	Yea	Kimbrow	Yea
Fahler	Yea		
Yeas: 9	Nays: 0	Absent: 0	Abstentions: 0

Motion carried.

8. COUNCIL ITEMS

- a. Council Chair’s report on community events, briefing on Council activities, Council efforts, and new business.

Chairman Kimbro thanked the Council Office staff and the City’s IT Department for putting together the first ever virtual City Council meeting. Councilor Lakin reported on what philanthropic and charitable organizations were doing for the community and announced that so far approximately five million dollars had been raised to distribute to non-profit organizations via the COVID-19 Response Fund. Councilor Dodson thanked community leaders for setting an example of social distancing and finding new ways to engage with the community. Councilor McKee thanked everyone for giving credible information to all Tulsans during this time. Councilor Patrick wished Matt Martin, Council Staff, a happy retirement.

9. NEW BUSINESS

- a. New Business.
- No new business.

10. HEARING OF APPEALS

- a. No items this week.

11. HEARING OF PUBLIC COMMENTS

- a. No items this week.

12. ADJOURNMENT

- a. Adjournment.

Chairman Kimbro adjourned the meeting at 5:33 P.M.

Ben Kimbro, Chairman of the Council

Lori Doring, Secretary to the Council

Appendix I

Public Notices

Navy SEAL acquitted of murder

He was on trial for the slaying of a wounded Islamic State fighter



on the knife.

The case gave a rare public view of a deep division in the insular and



prehensive immigration reform" was largely absent, replaced by calls for unilateral action.

"Day One, we take out our executive order pen and we rescind every damn thing on this issue that Trump has done," said Vermont Sen. Bernie Sanders.

California Sen. Kamala Harris said she would immediately use execu-

NOTICE OF NEEDS ASSESSMENT PUBLIC HEARING

The HUD Community Development Committee for the City of Tulsa will hold a Needs Assessment Public Hearing at City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor on Thursday, July 18, 2019 at 5:00 p.m. The purpose of the Public Hearing is to solicit comments from Tulsans to determine the needs and goals for the City of Tulsa Five-Year Consolidated Plan 2020-2024.

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact Grants Administration at (918) 596-9084 by July 11, 2019 to request such arrangements.

Anyone unable to attend the Public Hearing may submit comments in writing. Deadline for written comments is July 31, 2019. Written comments can be emailed to grantsadmin@cityoftulsa.org, or mail to Grants Administration, City Hall, 175 E. 2nd Street, 15th Floor, Tulsa, OK 74103

IN THE TULSA WORLD'S THURSDAY,
JULY 4TH PAPER!

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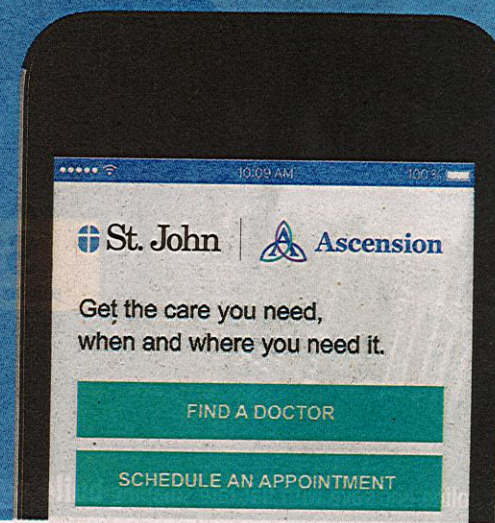
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Grants Administration

From: Grants Administration
Sent: Monday, July 08, 2019 3:10 PM
Subject: Public Hearing for HUD Consolidated Plan

The City is starting the outreach necessary to gather input on the development of the next Five-Year HUD Consolidated Plan.

Five-Year HUD Consolidated Plan 2020-2024 - Needs Assessment Public Hearing

The HUD Community Development Committee for the City of Tulsa will hold a Needs Assessment Public Hearing to solicit comments from Tulsans to determine the needs and goals for the City of Tulsa Five-Year Consolidated Plan 2020-2024.

Location: City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor

Date: Thursday, July 18, 2019

Time: 5:00 p.m.

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact Grants Administration at (918) 596-9084 by July 11, 2019 to request such arrangements.

Anyone unable to attend the Public Hearing may submit comments in writing.

Deadline for written comments is July 31, 2019.

Written comments: Email to grantsadmin@cityoftulsa.org or mail to Grants Administration, City Hall, 175 E. 2nd Street, 15th Floor, Tulsa, OK 74103.

Grants Administration
City of Tulsa, Finance, Budget, Grants Administration
City Hall at One Technology Center
175 E 2nd Street, Suite 15-114A, Tulsa OK 74103
T: 918-596-9084
F: 918-699-3628
E: grantsadministration@cityoftulsa.org
www.cityoftulsa.org

Visit/Like/Follow/Watch/Subscribe:



HELP US MAKE FEDERAL FUNDS WORK IN YOUR

COMMUNITY

WHO:

Community Leaders
Neighborhood Leaders
Citizens of Tulsa

WHAT:

The City of Tulsa is in the process of developing a five-year plan to describe community needs and priorities. You are invited to provide your input and feedback on the most important needs of your community.

WHEN & WHERE:

Monday, August 12, 2019 5:00 p.m.
Freddie Martin Rudisill Regional Library 1520
N. Hartford Ave.

Monday, August 12, 2019* 7:00 p.m.
Briarglen Elementary School
3303 S. 121st E. Ave.

**Meeting will be facilitated in Spanish*

Tuesday, August 13, 2019 5:00 p.m.
Country Oaks Sr. Apartments
5648 S 33 W Ave

Tuesday, August 13, 2019 7:00 p.m.
South Tulsa Community House
5780 S. Peoria Ave.

WHY:

To identify your community's housing and community development priorities for federal funding.

*Citizens requiring special accommodations or translation services
should contact **918-596-9084** no later than August 1, 2019.*

AYÚDENOS A QUE LOS FONDOS FEDERALES TRABAJEN EN SU

COMUNIDAD

QUIÉN:

Líderes Comunitarios
Líderes de Vecindario
Ciudadanos de Tulsa

QUÉ:

La Ciudad de Tulsa está en el proceso de desarrollar un plan de cinco años para describir las necesidades y prioridades de la comunidad. Usted está invitado a proveer su opinión y comentarios sobre las necesidades más importantes de su comunidad.

CUÁNDO Y DÓNDE:

Lunes 12 de Agosto de 2019 5:00 p.m.

Biblioteca Regional Freddie Martin Rudisill
1520 N. Hartford Ave.

Lunes 12 de Agosto de 2019* 7:00 p.m.

Escuela Primaria Briarglen
3303 S. 121st E. Ave.

**La reunión será facilitada en Español*

Martes 13 de Agosto de 2019 5:00 p.m.

Apartamentos Country Oaks Sr.
5648 S. 33 W. Ave.

Martes 13 de Agosto de 2019 7:00 p.m.

South Tulsa Community House
5780 S. Peoria Ave.

POR QUÉ:

Para identificar las prioridades de vivienda y desarrollo comunitario para los fondos federales.

*Los ciudadanos que requieran acomodaciones especiales o servicios de traducción deben comunicarse al **918-596-9084** a más tardar el 1 de Agosto de 2019.*

City of Tulsa Housing and Community Needs Prioritization Survey

The City of Tulsa, OK requests your participation in a brief survey designed to prioritize the identified needs for housing and community development in the City to determine the types of projects that should be financed in the future with federal housing and community development funds.

Please complete the survey by August 30th



Priorities

<https://www.surveymonkey.com/r/TulsaPriorities>

Your response to this survey is entirely confidential. All personal responses will be completely anonymous to protect your identity.

Completing this survey will help us gain better understanding of the knowledge, experiences, opinions, and feelings of community members on these topics across the City.



WWW.CITYOFTULSA.ORG

Encuesta de Prioridades de Vivienda y Desarrollo Económico para la Ciudad de Tulsa

La ciudad de Tulsa, Oklahoma le pide su participación en esta breve encuesta diseñada para identificar las prioridades de vivienda y desarrollo económico en la ciudad para determinar qué tipo de proyectos deberán ser financiados en el futuro con los fondos Federales para vivienda y el desarrollo de la comunidad.

Por favor complete esta encuesta lo más tardar el 30 de Agosto.



[Prioridades](https://www.surveymonkey.com/r/PrioridadesTulsa)

<https://www.surveymonkey.com/r/PrioridadesTulsa>

Sus respuestas serán mantenidas en confianza. Toda la información personal es completamente anónima para proteger su identidad.

Al completar esta encuesta nos ayudará adquirir un mejor análisis cualitativo de la ciudad sobre el conocimiento, experiencias, opiniones, y sentimientos de los miembros en la comunidad en estos temas.



Tulsa CITY OF
A New Kind of Energy.

WWW.CITYOFTULSA.ORG

Save the Dates!

Mandatory HUD Funding RFP Workshops

Monday, October 07, 2019

Session: 1 – 10:00 a.m. (10th Floor North Conference Room)

Session: 2 – 2:00 p.m. (10th Floor North Conference Room)

Tuesday, October 08, 2019

Session: 2 – 2:00 p.m. (10th Floor South Conference Room)

Please RSVP by Emailing grantsadmin@cityoftulsa.org with your preferred session. Indicate if you are a first-time applicant for federal grants.



City of Tulsa – Grants Administration
175 East 2nd Street, Suite 1560 Tulsa OK 74103
Office: 918-596-9084 Fax: 918-699-3523



CITY OF
Tulsa
A New Kind of Energy™

RFP Workshops

Grants Administration <GrantsAdmin@cityoftulsa.org>

Wed 9/25/2019 10:21 AM

To: Grants Administration <GrantsAdmin@cityoftulsa.org>

 1 attachments (128 KB)

City of Tulsa 2020-2021 HUD Grants - Request for Proposal Mandatory Workshops.pdf;

Please see the attached notice for details on the City of Tulsa HUD Grants 2020-2021 (PY20) Request for Proposal Workshops. Attendance to a workshop is mandatory for all agencies wishing to apply for PY20 funding. Proposals submitted by applicants who did not attend a workshop will not be considered.

If you have any questions, please email Grants Administration at grantsadmin@cityoftulsa.org or call 918 596-9084

GRANTS ADMINISTRATION

CITY OF TULSA

175 E 2nd St., 15th Floor, Tulsa OK 74103

Tel: (918) 596-9084

Fax: (918) 699-3523

Email: grantsadmin@cityoftulsa.org

www.cityoftulsa.org/grants

FW: RFP Workshops

Grants Administration <GrantsAdmin@cityoftulsa.org>

Fri 10/4/2019 3:52 PM

To: Grants Administration <GrantsAdmin@cityoftulsa.org>

 2 attachments (2 MB)

City of Tulsa 2020-2021 HUD Grants - Request for Proposal Mandatory Workshops.pdf; City of Tulsa HUD Grants Reference Guide.pdf;

REMINDER: PY20 HUD Grant RFP Workshops start on Monday October 7th

Please note the City does not award grants to individuals. HUD Grants are awarded to non-profit organizations and for-profit affordable housing developers.

For more information on the City's Grant process please see the attached HUD Grants Reference Guide.

GRANTS ADMINISTRATION

CITY OF TULSA

175 E 2nd St., 15th Floor, Tulsa OK 74103

Tel: (918) 596-9084

Fax: (918) 699-3523

Email: grantsadmin@cityoftulsa.org

www.cityoftulsa.org/grants

From: Grants Administration

Sent: Wednesday, September 25, 2019 10:21 AM

To: Grants Administration <GrantsAdmin@cityoftulsa.org>

Subject: RFP Workshops

Please see the attached notice for details on the City of Tulsa HUD Grants 2020-2021 (PY20) Request for Proposal Workshops. Attendance to a workshop is mandatory for all agencies wishing to apply for PY20 funding. Proposals submitted by applicants who did not attend a workshop will not be considered.

If you have any questions, please email Grants Administration at grantsadmin@cityoftulsa.org or call 918 596-9084

GRANTS ADMINISTRATION

CITY OF TULSA

175 E 2nd St., 15th Floor, Tulsa OK 74103

Tel: (918) 596-9084

Fax: (918) 699-3523

Email: grantsadmin@cityoftulsa.org

www.cityoftulsa.org/grants

CITY OF TULSA - PUBLIC NOTICE NOTICE OF AVAILABILITY

2020 - 2024 CONSOLIDATED PLAN AND PROGRAM YEAR (PY) 2020 ANNUAL ACTION PLAN

The City of Tulsa's Draft 2020-2024 Consolidated Plan and PY 2020 Annual Action Plan will be available for a 30-day public review and comment period from March 2, 2020 through March 31, 2020. The Consolidated Plan and First Year Annual Plan serve as the application to the U. S. Department of Housing and Urban Development (HUD) for funds under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) program.

The Consolidated Plan and First Year Annual Plan will be available for review at the following locations: City of Tulsa-City Clerk's Office (175 E. 2nd Street), City of Tulsa website at www.cityoftulsa.org/grants, INCOG (Two West 2nd Street, Suite 800), and the Central, Hardesty, Martin, Rudisill, and Zarrow Libraries.

All comments should be directed in writing to the attention of Grant Administration at 175 E 2nd Street, Suite 1560, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523

NOTICE OF PUBLIC HEARING

The HUD Community Development Committee for the City of Tulsa will hold a Public Hearing to comment on the City of Tulsa's Draft 2020-2024 Consolidated Plan and Program Year 2020 Annual Action Plan.

WHERE: City Hall, One Technology Center,
2nd Floor Council Chambers

WHEN: Thursday, March 12, 2020 at 5:00 P.M.

Interested persons are urged to attend and be heard. If you are unable to attend, all comments should be directed in writing to the attention of Grant Administration at 175 E 2nd Street, Suite 1560, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523. Comments received will be incorporated into the final 2020-2024 Consolidated Plan and submitted to HUD.

Citizens requiring special accommodations should contact 918-596-2641 no later than March 9, 2020.

over prob
ports Dr. Decker Weiss, M.D.

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CELTRIM is the right choice for individuals who are overweight. The test results show this works, as do the results of my patients. and my own personal experience of losing weight by using it", said Dr. Holly Lucille, who has appeared on award winning TV shows like The Doctors, and PBS' Healing Quest.

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**CITY OF TULSA – PUBLIC NOTICE
NOTICE OF AVAILABILITY
2020 – 2024 CONSOLIDATED PLAN AND
PROGRAM YEAR (PY) 2020 ANNUAL ACTION PLAN**

The City of Tulsa's Draft 2020-2024 Consolidated Plan and PY 2020 Annual Action Plan will be available for a 30-day public review and comment period from March 2, 2020 through March 31, 2020. The Consolidated Plan and First Year Annual Plan serve as the application to the U. S. Department of Housing and Urban Development (HUD) for funds under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) program.

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NOTICE OF PUBLIC HEARING

The HUD Community Development Committee for the City

of Tulsa will hold a Public Hearing to comment on the City of Tulsa's Draft 2020-2024 Consolidated Plan and Program Year 2020 Annual Action Plan.

WHERE: City Hall, One Technology Center,
2nd Floor Council Chambers

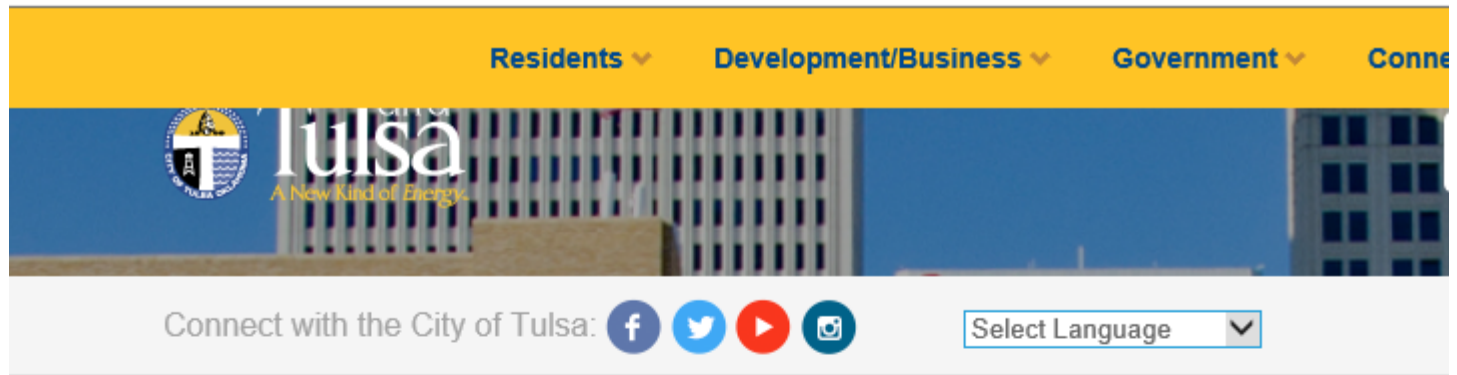
WHEN: Thursday, March 12, 2020 at 5:00 P.M.

Interested persons are urged to attend and be heard. If you are unable to attend, all comments should be directed in writing to the attention of Grant Administration at 175 E 2nd Street, Suite 1560, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523. Comments received will be incorporated into the final 2020-2024 Consolidated Plan and submitted to HUD.

Citizens requiring special accommodations should contact 918-596-2641 no later than March 9, 2020.

Gillaspie, Judy

From: Gillaspie, Judy
Sent: Wednesday, February 19, 2020 9:23 AM
To: Gillaspie, Judy
Subject: Public Notice 2020ConPlan & AAP on Website



[Home](#) > [Departments](#) > [Finance](#) > [Grants](#) > [Plans and Reports](#)

Plans and Reports

Consolidated Plan

In order for the City of Tulsa to receive certain community development, housing and homeless services funding, the U.S. Department of Housing and Urban Development (HUD) requires a Three or Five-Year Consolidated Plan. This Plan serves as the planning guide for entitlements funded under the Community Planning and Development (CPD) formula to include the following grant programs:

- ▶ Community Development Block Grant (CDBG)
- ▶ HOME Investment Partnership (HOME)
- ▶ Emergency Shelter Grant Program (ESG)
- ▶ Housing Opportunities for Persons with AIDS (HOPWA)

Tulsa receives funds from HUD to carry out activities that will primarily benefit low- and moderate-income households. The intent of the Consolidated Plan is to provide the community with a blueprint for effectively spending these federal grant funds. It integrates economic, physical, environmental, community, and human development in a comprehensive and coordinated fashion.

Public Notice of Availability

2020-2024 Consolidated Plan and PY 2020 Annual Action Plan

<https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>

**CITY OF TULSA – PUBLIC NOTICE
NOTICE OF AVAILABILITY
2020 – 2024 CONSOLIDATED PLAN AND
PROGRAM YEAR (PY) 2020 ANNUAL ACTION PLAN**

The City of Tulsa’s Draft 2020-2024 Consolidated Plan and PY 2020 Annual Action Plan will be available for a 30-day public review and comment period from March 2, 2020 through March 31, 2020. The Consolidated Plan and First Year Annual Plan serve as the application to the U. S. Department of Housing and Urban Development (HUD) for funds under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) program.

The Consolidated Plan and First Year Annual Plan will be available for review at the following locations: City of Tulsa-City Clerk’s Office (175 E. 2nd Street), City of Tulsa website at www.cityoftulsa.org/grants, INCOG (Two West 2nd Street, Suite 800), and the Central, Hardesty, Martin, Rudisill, and Zarrow Libraries.

All comments should be directed in writing to the attention of Grant Administration at 175 E 2nd Street, Suite 1560, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523

Grants Administration

From: Grants Administration
Sent: Tuesday, February 18, 2020 4:20 PM
To: Grants Administration
Subject: CITY OF TULSA – PUBLIC NOTICE OF AVAILABILITY 2020 – 2024 CONSOLIDATED PLAN AND PROGRAM YEAR (PY) 2020 ANNUAL ACTION PLAN

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Grants Administration

From: Howe, Kim
Sent: Wednesday, March 04, 2020 10:59 AM
To: Grants Administration
Subject: HUD CDC Public Hearing March 12, 2020

The HUD Community Development Committee for the City of Tulsa will hold a Public Hearing to comment on the City of Tulsa's Draft 2020-2024 Consolidated Plan and Program Year 2020 Annual Action Plan.

WHERE: City Hall, One Technology Center, 2nd Floor Council Chambers

WHEN: Thursday, March 12, 2020 at 5:00 P.M.

Interested persons are urged to attend and be heard. If you are unable to attend, all comments should be directed in writing to the attention of Grant Administration at 175 E 2nd Street, Suite 1560, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523. Comments received will be incorporated into the final 2020-2024 Consolidated Plan and submitted to HUD.

Citizens requiring special accommodations should contact 918-596-2641 no later than March 9, 2020.

Kind regards,

Grants Administration

City of Tulsa
175 E 2nd Street, Suite 15-114A, Tulsa OK 74103
T: 918-596-9084
F: 918-699-3523
Email: grantsadmin@cityoftulsa.org
www.cityoftulsa.org/grants

Gillaspie, Judy

From: AskUs <askus@tulsalibrary.org>
Sent: Wednesday, February 26, 2020 8:58 AM
To: Gillaspie, Judy
Subject: Tulsa City County Library Flyer Submission

Hello!

Thank you for your request to post flyers at Library locations. Your flyer for the public notice from March 2, 2020 through March 31, 2020 is approved. You may deliver it to any location you would like it displayed. Please show this email to the staff as proof of approval.

****Please note: approval does NOT guarantee that all locations will display all flyers or posters. Location managers decide what is displayed at their locations. Letter size flyers are more likely to find space than full size posters.***

Thanks,

Barbie

The information contained in this communication is intended only for review and use by the addressee. It is the property of the Tulsa City-County Library and should not be forwarded or used in any other way without the consent of the Library or the sender. So long as an e-mail is connected to the transaction of official Library business, the expenditure of public funds or the administration of public property, e-mails generated or received by the Library are generally subject to the Oklahoma Open Records Act and the Oklahoma Records Management Act, and may include even those emails transmitted or received on personal computers, phones or other technology. If you have received this communication in error, please notify us immediately by return e-mail, and destroy this communication and all copies thereof, including all attachments. Alternatively, please call Customer Care at (918) 549-7323.

CITY OF TULSA – PUBLIC NOTICE

NOTICE OF AVAILABILITY

Five-Year HUD CONSOLIDATED PLAN 2020-2024 AND FIRST YEAR ANNUAL ACTION PLAN 2020

A printed copy of the City of Tulsa's DRAFT Five-Year HUD Consolidated Plan 2020-2024 and First Year Annual Action Plan 2020 is available for a 30-day public review and comment period from March 2, 2020 through March 31, 2020 at this library location.

The Consolidated Plan and First Year Annual Plan serve as the application to the U. S. Department of Housing and Urban Development (HUD) for funds under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) program.

Other locations you may review this plan include:

City of Tulsa-City Clerk's Office (175 E. 2nd Street)

INCOG (Two West 2nd Street, Suite 800)

Online access:

<https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>

Direct all comments in writing to:

Grant Administration
175 E 2nd Street, Suite 1560
Tulsa OK 74103

Email: grantsadmin@cityoftulsa.org

Fax: 918-699-3523