

FY 2012 Emergency Solutions Grant Checklist - The City of Norman/Womens Resource Center

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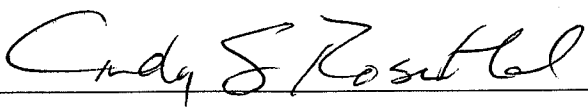
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N 35.218064

W 97.416026

Oklahoma Department of Commerce
Office of Community Development

Application for Financial Assistance FY 2012 Emergency Solutions Grant Program

1.a. Type of Submission <input type="checkbox"/> Rehabilitation/Conversion <input checked="" type="checkbox"/> Non Rehabilitation/Conversion	2.a. Has the Shelter received ESG funds in previous years? If yes, indicate which year and contract numbers. 3169 ESG 87; 4725 ESG91; 7629 ESG 96; 14866 ESG 11																			
3a. Applicant Name (Sponsor) The City of Norman	3b. Shelter Name Women's Resource Center, Inc.																			
3c. Applicant address PO Box 370, Norman, OK 73070	3d. Shelter mailing address, street address Po Box 5089, Norman, OK 73070; Shelter Address Suppressed																			
3e. Applicant contact name, email address and phone number Linda Price 405-366-5439 Linda.price@normanok.gov	3f. Shelter contact name, email address and phone number Jo Ann Smith 405-364-9424 samogram@wrcweb.net																			
3g. County Cleveland	3h. County Code 14																			
4. Employer Identification Number (EIN) <table border="1" style="display: inline-table;"> <tr> <td>7</td><td>3</td><td>6</td><td>0</td><td>0</td><td>5</td><td>3</td><td>5</td><td>0</td> </tr> </table>	7	3	6	0	0	5	3	5	0	4.a. DUNS Number <table border="1" style="display: inline-table;"> <tr> <td>1</td><td>0</td><td>1</td><td>5</td><td>0</td><td>1</td><td>2</td><td>4</td><td>0</td> </tr> </table>		1	0	1	5	0	1	2	4	0
7	3	6	0	0	5	3	5	0												
1	0	1	5	0	1	2	4	0												
5. Applicant Category <input checked="" type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Community Action Agency	6. Estimated # beneficiaries We will be able to assist over 250 households (400 individuals) with this project.																			
7. Contract Start Date: October 1, 2012 Contract Ending Date: September 30, 2013	8. Requested Funding for this Project:																			
9. Description of Project: Operations, Homeless Prevention and Rapid Re-Housing.	Applicant (Match)	\$100,000																		
	ESG Request	\$100,000																		
	Other (Additional Funds)	\$																		
	Total Project:	\$200,000																		
10a. Applicant State Legislative Districts (list individual county and district #) House 44, 45, 46, and 53; Senate 15, 16, and 17 10b. Shelter State Legislative Districts (list individual county and district #) House 44, 45, 46, and 53; Senate 15, 16, and 17	11. Does the Applicant have any ODOC audit exceptions? <input type="checkbox"/> Yes, if "yes" attach explanation <input checked="" type="checkbox"/> No																			
12. To the best of my knowledge and belief, all data in this application are true and correct. The document has been duly authorized the Governing Body of the Applicant and the applicant will comply with the attached assurances if the assistance is awarded.	12a. Name/Title of Authorized Representative: Cindy S. Rosenthal, Mayor of the City of Norman																			
12b. Signature of Authorized Representative: 																				
12d. Date Signed:																				

Section I: Community Needs

I – 1 Results from the Norman Point in Time survey from January counted 616 homeless people as defined by HUD guidelines. An additional 324 that Norman residents would consider “homeless” did not meet the strict HUD guideline.

The WRC shelter for victims of family violence served 264 women and children with one month left to go in the fiscal year.

I – 2 Data is collected using resident files, a daily log, telephone logs, resident logs and various forms that document contacts with both residents and non- residents

Section II: Proposed Use of Funds (Programmatic)

II – 1 WRC serves:

- Children and Youth (When Domestic Violence, Sexual Assault or Stalking are issues for the parent)
- Chronic Substance Abusers (If Domestic Violence (DV), Sexual Assault (SA) or Stalking is also present)
- Co-Occurring Disorder (If DV, SA or Stalking is also present)
- Expectant Mothers (If DV, SA or Stalking is also present)
- Persons with HIV/Aids (If DV, SA, or Stalking is also present)
- Mentally Ill (If DV, SA, or Stalking is also present)
- Veterans (If DV, SA or Stalking is also present)
- Victims of Domestic Violence
- Victims of Sexual Assault
- Victims of Stalking

II – 2 The Women's Resource Center family violence shelter opened in March of 1980 and has been serving the women and their children who are victims of family violence at a rate of 150 – 450 women and children each year since that time. There are standards and criteria that must be maintained by our shelter in order to be certified by the Oklahoma Office of the Attorney General and if we are not certified we cannot operate our shelter. Case management (including empowerment and safety plans), prevention services (domestic violence education & safety planning), attention to basic needs such as food, clothing and medical care are all requirements for certification by the Attorney General's office and are offered to 100% of residents of the shelter for stay at least 24 hours. The same services are offered to non-residents so they don't become homeless and in danger. WRC operates a 24-hour crisis line so that all who may need services have access. Additionally, WRC has a contract with a local hotel to house men who are abused or sexually assaulted and a case manager is provided so prevent homelessness for them as well.

II – 3 WRC does not have street outreach services due to the nature of the issues dealt with.

II – 4 The WRC shelter is open twenty-four (24) hours per day, three-hundred-sixty-five (365) days per year as is the crisis line. Non-residential services are provided at any time that they are needed to accommodate work schedules and safety issues.

II – 5 Originally the policy of WRC was a limited 30 day stay, when in fact women have had to stay 60, 90 and even 120 days as resources for housing have become more and more limited and the safety of available housing has diminished. In July of 2011, the length of stay policy was eliminated entirely. One woman who was homeless and living in a homeless group was beaten badly and sexually assaulted. She stayed at the shelter 474 days and is now in permanent and safe housing, but she is a perfect example of why the policy was changed. She was in extreme danger for the nine months leading up to the trial of her attacker. He was free on bail. A stay of anything less than nine months would have been a death sentence for her. It took a tremendous amount of case management and networking with other Norman agencies and entities to find all the necessary resources for her to finally live on her own. Now, residents in shelter stay as long as they need to obtain safe permanent housing.

II – 6 WRC charges absolutely no fees for any of our resources or services. If there is a need we cannot meet, we look to our partners in the community to find a way to accommodate the need.

II – 7 WRC will use Rapid Rehousing and Prevention funds for women and children in the shelter; for men in need of our services and to help callers to our crisis line and other non-residents to obtain safe housing or to stay in their homes if perpetrators will not be a further threat. Case management begins with intakes that collect a variety of data, the service and safety plan. The plans are reviewed and updated every fifteen days while in shelter and kept in the resident's file. The resident log tracks when the resident comes into shelter, how long they stay and where they go when they leave. Non-residents have files that contain intake, their service and safety plans and contact comments when we have not seen them for a length of time. Crisis line callers are documented on our telephone logs and every attempt is made to do safety planning at the very least. The referrals made and a summation of the call is contained in the telephone log.

II – 8 Residents of the shelter have the opportunity to see a case manager every day and any time that there is a question or a need. Case managers may obtain permission from a resident to speak on their behalf if resources or requirements for resources seem complicated or confusing. Non-residents and phone callers may have as little or as much with a case manager as they choose. Residents and non-residents alike are encouraged to stay in touch with case managers even after housing is obtained so that we may support and continue to advocate for them with our community partners and other entities. Though case managers do the majority of the information and referral work with residents and non-residents, support staff are available in the evenings and on weekends. Support staff receives 12 hours of training before beginning work at the shelter and eight additional hours of in-service and training is required annually for all staff. The type of training and the number of hours is mandated by the Oklahoma Office of the Attorney General. Certification is required to operate domestic violence and sexual assault programs in the state of Oklahoma.

II – 9 Residents and non-residents work with their case manager to obtain transitional or permanent housing depending on their own unique situation. WRC is a member of the CoC and CoC is the

most efficient way to know about what resources are available to individuals and their households. WRC also holds membership in other local and state-wide (The Oklahoma Coalition Against Domestic Violence and Sexual Assault) groups that add to amount of information case managers have available to help those seeking our services. Case managers either have necessary forms available already or know how and where to obtain them; they are able to help those needing assistance to fill out information collection devices of all kinds (such as online resources).

II – 10 Many women and children go back to abusive situations is the lack of available, affordable, safe housing, the lack of education, training and job skills and the inability to save the large amount of money it costs to pay first month's rents and all of the deposits necessary to get into safe housing. The limited stay at the family violence shelter only added to the pressure and the inability to collect all those resources. Now that women and children can stay as long as they need to, WRC has seen many more people than before successful in getting out of abusive situations. The woman who stayed 474 days last year was once described as "chronic homeless." When she first came into shelter, she needed the safety or she might have gone back to the homeless group where she was comfortable. She was able to adjust to more permanent housing in a way that she had been unable to in a very long time as she waited for the perpetrator to go to trial. As she "rediscovered" a life with a roof over her head and as her case manager worked with her through every obstacle, permanent housing seemed not only doable but desirable.

III – 1 Local Program Performance Measures and Outcomes

1. Create new permanent housing beds for the chronically homeless
2. Increase the percentage of homeless persons staying in permanent housing over six months to at least 77%
3. Increase the percentage of homeless persons moving from transitional housing to permanent housing to at least 65%
4. Increase the percentage of homeless persons employed at exit to at least 20%
5. Decrease the number of homeless households with children

The goals in our community address moving people, particularly those with children, out of transitional type housing such as that provided by WRC and into permanent housing. It is the belief of the agencies involved that the support from the individual case managers and the strong community partnerships will provide long term solutions and a stronger, more efficient safety net for the homeless of our community. The cooperation between partners and the comprehensive services will also lead to greater employability.

III – 2 WRC can reasonably expect to serve at least 250 women and children.

III – 3 Data is collected with telephone logs, the resident and daily log, the client file for each adult and their children and all this data is in turn sent to the attorney general as accountability for the funding WRC receives from that office. Various other funders receive reports that use the same data, but in different ways to analyze the way WRC is responding to different issues.

IV – 1 WRC owns the buildings where the shelter is housed. The county tax assessor's value for the building is

IV – 2 Match will come from the assessor's value of the building in which the shelter is housed.

Section V

V – 1 Our local CoC aspires to help more individuals and families' obtain safe, affordable housing. A big part of this goal is to keep children from being homeless. Family violence shelter and certainly WRC are a kind of transitional housing though when we started out 35 years ago the concept was for emergencies only. As we have learned difficult lessons about help people move away from violent family environments, we have also learned that shelters and non-residential programs cannot manage this complicated issue on our own. The strong community partnerships, especially the local CoC has been a most important resource in seeking and finding new ways of helping people homeless because of domestic violence, sexual assault and stalking. WRC uses the data collection system of the Oklahoma Office of the Attorney General where confidential, identifying information is known only to WRC. Random numbers are generated as codes for individuals receiving services and an index is kept at WRC to find records based on the confidential codes.

V – 2 Medical services, mental health and substance abuse treatment, GED assistance, job training and skills training are available in the community. Food pantries and feeding programs and many additional support services, including but not limited to safe, affordable housing are available from the faith community. Through CoC and other organizations and committees that WRC is a part of make all of this information available to our case managers and through them to the people we serve.

V – 3 WRC collaborates with the other representatives of CoC and with the Norman Police Department, the Cleveland County Sheriff's Department, the Cleveland County District Attorney's Office, the Oklahoma University Women's Outreach Program, Journey Church, Compassionpointe and the more than thirty members of the Oklahoma Coalition Against Domestic Violence and Sexual Assault.

V – 4 Meetings are held for both issues of "housekeeping" and are facilitated by the residents themselves. Domestic violence education groups are offered for women in shelter with age appropriate groups offered for the children. Domestic violence groups and groups for victims of sexual assault are offered for non-residents. All groups are defined and led according to what the women themselves feel will be most helpful to them as they begin new lives. Additionally, the WRC board of directors strives to have survivors of domestic violence and sexual assault as part of the board. The people we serve are encouraged to "keep in touch," always come back if they need something more and strongly encouraged to consider volunteering with WRC at a point in their lives when they feel they can.

MATCH CERTIFICATION

SOURCES OF LOCAL MATCH:

[Attach supporting documentation for available match. Documentation should reflect funding availability during the ESG contract year.]

Other Federal (including pass-through funds, e.g., City CDBG, County FEMA, etc.)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

State/Local Government Funding

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Private (including recipient) Funding

Fund Raising/Cash	\$ _____
Loans	\$ _____
Building Value or Lease	\$ <u>100,000</u>
Donated Goods	\$ _____
Donated Computers	\$ _____
New Staff Salaries	\$ _____
Volunteers (\$5/hr)	\$ _____
Volunteer Medical/Legal	\$ _____
Other (specify)	\$ _____

I certify that the match funds have been identified and committed to support the proposed ESG project and have not been used to match previous ESG awards (i.e. the value of a donated building used as match in a 2010 ESG award cannot be used as match in 2011). This form is a description of the sources and amounts of such match funds, which are not being used as match for any other federal program.

Cathy S. Rosenthal
Signature/Title

June 12, 2012
Date

ODOC -1
ESG 2012

ODOC 2 – Local Government Certification

Emergency Solutions Grant (ESG) Program To be submitted by the Units of General Local Government Applicants

I, Cindy S. Rosenthal, Chief Elected Official of the City of Norman, certify that the units of general local government will comply with the following:

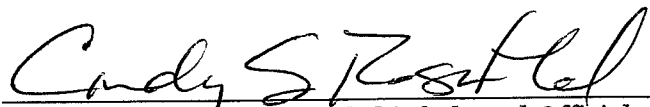
1. The requirements of 24 CFR Sec. 576.53 and the January 9, 1989, Federal Register Notice of Fund Availability; Amended Program Requirements, concerning the continued use of buildings for which Emergency Solutions Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services, concerning the population to be served.
2. The building standards requirement of 24 CFR Sec. 576.55.
3. The requirements of 24 CFR Sec. 576.56, concerning assistance to the homeless.
4. The requirements of 24 CFR Sec. 576.57, other appropriate provisions of 24 CFR Part 576, and other applicable Federal laws concerning nondiscrimination and equal opportunity.

I further certify that the units of general local government will comply with the provisions of, and regulations and procedures applicable under, section 104(g) of the Housing and Community Development Act of 1974 with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 CFR Part 58.

I further certify that the units of general local government and the shelter(s) conducting activities, funded in whole or in part with McKinney Act funds, to assist the homeless population in this jurisdiction, will administer, in good faith, a policy designed to ensure that the assisted homeless facility is free from the illegal use, possession, or distribution of drugs or alcohol by its beneficiaries.

I further certify that the submission of an application for an emergency solutions grant is authorized under state and/or local law and that the local government possesses legal authority to carry out emergency solutions grant activities in accordance with applicable law and regulations of the Department of Housing and Urban Development.

Cindy S. Rosenthal, Mayor of the City of Norman
Name of Chief Elected Official and Title


Signature of Chief Elected Official

May 22, 2012
Date

ODOC -2
ESG 2012

ODOC 5 Applicant Assurances

Emergency Solutions Grant (ESG) Program To be submitted by all Applicants

I, Cindy S. Rosenthal, Mayor of the City of Norman (title) certify that if awarded FY 2011 Emergency Solutions Grant funding, this Unit of Local General Government does assure:

1. Homeless individuals and families will be given assistance in obtaining:

Appropriate case management, essential services, including transitional housing, permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living; and

Other Federal, State, local, and private assistance available for such individuals.

2. Homeless individuals will be provided the opportunity for participation on the policymaking entity in accordance with 42 U.S.C. 11375 (d).
3. Homeless individuals and families will be involved in providing work or services pertaining to facilities or activities assisted under this part, in accordance with 42 U.S.C. 11375 (c) (7).

Cindy S. Rosenthal, Mayor of the City of Norman

Name and Title of Chief Elected Official (or) Executive Director of CAA

Cindy S. Rosenthal
Signature

May 22, 2012
Date

ODOC-5
ESG 2012

ODOC 6 – Program Certifications

Emergency Solutions Grant Program (ESG) Certifications

I, Cindy S. Rosenthal, Mayor
(Signature of Authorized Representative) (title)

of the City of Norman certify that the organization will comply with the following:
(name of organization)

Consolidated Plan – The 2010 HUD-approved Consolidated Plan.

Consistency with Plan – Housing activities to be undertaken with ESG funds are consistent with the strategic plan.

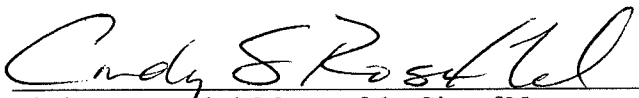
Confidentiality – Grant subrecipients must develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

Discharge Policy – Grant subrecipients must agree to develop 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, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

Affirmatively Further Fair Housing -- The local government or nonprofit will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

HMIS – HUD’s standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information. (Domestic Violence Shelters exempt as stated in “VAWA Protections”)


Cindy S. Rosenthal, Mayor of the City of Norman
Authorized Signature/Official Title

May 22, 2012

Date

**ODOC-6
ESG 2012**

**Certification of Consistency
With the Consolidated Plan**

**U.S. Department of Housing
and Urban Development**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.

(Type or clearly print the following information :)

Applicant Name: Women's Resource Center, Inc.

Project Name: ESG 2012

**Location
of the Project:** Supressed

**Name of the Federal
Program to which the
applicant is applying:** Emergency Solutions Grant

**Name of Certifying
Jurisdiction:** City of Norman

**Certifying Official of the
Jurisdiction Name:** Linda R. Price

Title: Revitalization Manager

Signature: *Linda R. Price*

Date: May 23, 2012

**Form
HUD-2991**

**Certification of Consistency
With the Consolidated Plan**

**U.S. Department of Housing
and Urban Development**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.

(Type or clearly print the following information :)

Applicant Name: Women's Resource Center, Inc.

Project Name: ESG 2012

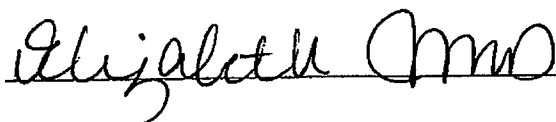
**Location
of the Project:** Supressed

**Name of the Federal
Program to which the
applicant is applying:** Emergency Solutions Grant

**Name of Certifying
Jurisdiction:** City of Moore

**Certifying Official of the
Jurisdiction Name:** Elizabeth Jones

Title: Director of Community Development

Signature: 

Date: May 23, 2012

**Form
HUD-2991**

ODOC 7 - Certification for Drug-Free Workplace

I, Cindy S. Rosenthal, Mayor
(Signature of Authorized Representative) (title)

of the City of Norman, certify that the organization will comply with the
(name of organization)

following:

Drug-Free Workplace --It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. (a) Abide by the terms of the statement; and
 - b. (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency;
7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Additional Instructions for Drug-Free Workplace Certification

- 1 By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- 2 The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD,

in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

- 3 Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- 4 Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- 5 If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- 6 The Grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

201 W. Gray, Norman, Cleveland County, OK 73069

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

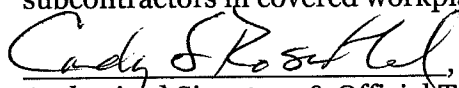
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub recipients or subcontractors in covered workplaces).


Cady S. Rosenthal, Mayor
Authorized Signature & Official Title

May 22, 2012

Date

**ODOC-7
ESG 2012**

ODOC 8 – Anti-Lobbying Certification

Certification for EMERGENCY SOLUTIONS GRANT PROGRAM (ESG)

I, Cindy S. Rosenthal, Mayor
(Signature of Authorized Representative) (title)

of the City of Norman, certify that the organization will comply with the
(name of organization)

following:

Anti-Lobbying --To the best of the local government's or nonprofit'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 paragraphs 1 and 2 of this 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.

Additional Instructions for 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.

Cindy S. Rosenthal Mayor
Authorized Signature & Official Title

May 22, 2012
Date

ODOC-8
ESG 2012

ODOC 9 - Prior Projects Audit

Applicant's Name: City of Norman

(Unit of General Local Government or Community Action Agency / Nonprofit)

Audit Requirement: All audits of prior awards from ODOC must be in accordance with the ODOC Audit Policies and Procedures Manual. An audit is required if \$25,000 or more was received from ODOC. The audit should be completed and the report submitted no later than twelve (12) months after the end of the contractor's fiscal year.

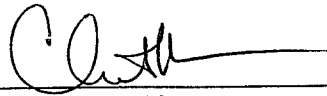
1. Date audit submitted to ODOC December 28, 2011
2. If not submitted, date it will be submitted _____
3. If audit has not been submitted, please explain _____

4. Has audit been closed by ODOC? Yes X No _____
i.e., Has applicant received a letter from ODOC closing the audit?

If you have any questions regarding this requirement, please contact Wendi Whittier at 405/815-5304.

If your application is accepted for funding, please note that any audits due on prior contracts must be submitted in accordance with the ODOC Audit Policies and Procedures Manual. Submission of the audits will be a Release of Funds condition in the contract. Waiver of this condition will be considered only with good cause.

Clint Mercer, Chief Accountant
Print Name


Signature

May 22, 2012
Date

ODOC-9
ESG 2012

ODOC 10 - Additional Funds Documentation

The list of all sources of additional funds not included as match to be used to carry out your proposed project. *Be specific.*

Source(s) of Additional Funds:	Amount of Additional Funds
Oklahoma Office of the Attorney General	\$210,237
Family Violence Prevention Services Act	61,885
Victims of Crime Act (VOCA)	70,687
Norman United Way	42,000
 Cleveland County Commissioners	 30,000
City of Norman (SVSC)	5,000
City of Norman (CDBG)	5,000
_____	_____
_____	_____
_____	_____
_____	_____

1.1 Total additional funds committed to the FY'12 ESG Program:
\$424,809

In the case of a tie, any additional funds listed on this form will be utilized as a tiebreaker. *If points are awarded because of a tie, the additional funds as listed and as committed will be monitored by ODOC for compliance. Additional Funding awards must overlap the ESG funding period to be eligible.*

ODOC -10
 ESG 2012

**Oklahoma Department of Commerce
Office of Community Development
Emergency Solutions Grant Program
REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION**

Contractor Name: City of Norman, OK		Contract Number	
Address: PO Box 370 Norman, OK 73070		Date of Request	
Project Description (Brief): Emergency Solutions Grant 2012			
REQUIREMENTS	DOCUMENTATION	Items Included	State Use Only
Environmental Review a. Nonprofit	A. Categorically Excluded/Exempt Activity - Form 702-B & Sample 702-4 are attached. B. Categorically Excluded Activity - Form 702-B & Form 702-D, Sample 702-6 are attached.	N/A	
b. Other Than Nonprofits	A. Categorically Excluded/Exempt Activity - I hereby state Form 702-B has been completed and Sample 702-4 is attached. B. Categorically Excluded Activity - I hereby state Form 702-B has been completed and Form 702-D, Sample 702-7 are attached.	XXX	
c. If project is located in the Floodplain	Proof of Floodplain and Wetland Publication - Sample 702-3 is attached.	N/A	
d. Activities that make physical changes to buildings or sites	Property has been cleared by the Historic Preservation Office and Correspondence is attached.	N/A	
OTHER	Contract Conditions, listed in Part II of ODOC contract. Copy of signed agreement with Shelter, if applicable.	XXX	
Signature of Authorized Official: <u>Cindy S Rosenthal</u> Name & Title of Authorized Official: <u>Cindy S. Rosenthal, Mayor of the City of Norman</u> Date: <u>May 22, 2012</u>			

Environmental Review Record Summary Sheet

Project Number (IDIS):	HUD Program: Emergency Solutions Program	Program Year: 2012
---------------------------	---	-----------------------

Project Name: City of Norman/Women's Resource Center

Project Location (street, city, county/State, & zip code):
 Suppressed Address (Domestic Violence Shelter), Norman, Cleveland County, Oklahoma 73071

Number of Dwelling Units N/A	Project site is in a location described as
<input type="checkbox"/> New Construction <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Central city <input checked="" type="checkbox"/> Suburban <input type="checkbox"/> Urban development <input type="checkbox"/> Undeveloped area

Project Description (*Attach additional descriptive information, as appropriate to the project, including narrative, maps, photographs, site plans, budgets and other information.*)¹:

Supportive services for homeless clients, including operations, outreach, and prevention activities

The subject project has been reviewed pursuant to HUD regulations 24 CFR Part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," and the following determination with respect to the project is made:

- ☐ Exempt from NEPA review requirements per 24 CFR §58.34(a) (_____) (Compliance Checklist for §58.6 is attached.)
- ☒ Categorically Excluded NOT Subject to §58.5 authorities per 24 CFR §58.35(b) (2) (Compliance Checklist for §58.6 is attached.)
- ☐ Categorically Excluded SUBJECT to §58.5 authorities per 24 CFR §58.35(a) (_____) (Compliance Checklist for §58.6, and Statutory Worksheet and Checklist for the §58.5 authorities are attached.)
- ☐ An Environmental Assessment (EA) is required to be performed. (An Environmental Assessment Worksheet and Checklist performed in accordance with subpart E of 24 CFR Part 58, Compliance Checklist for §58.6, and Statutory Worksheet and Checklist for the §58.5 authorities are attached.)

¹ Source documentation consists of verifiable source documents and/or relevant base data. Appropriate documentation must be provided for each authority and resource analyzed. Documents may be incorporated by reference into the ERR provided that each source document is identified and available for inspection by interested parties. Proprietary material and studies that are not otherwise generally available for public review shall be included in the ERR.

Categorical Exclusion Not subject to §58.5 Determination for Activities Listed at 24 CFR §58.35(b)

Grant Recipient: City of Norman Project Name: Women's Resource Center ESG
 Project Description (Include all actions which are either geographically or functionally related):
Operations and maintenance, homeless prevention and rapid rehousing activities

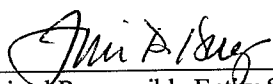
Location: _____
 Funding Source: CDBG HOME ESG HOPWA EDI Capital Fund Operating Subsidy Hope VI Other
 Estimated Funding Amount: 100,000 Grant Number: _____

I have reviewed and determined that the abovementioned project is a Categorically Excluded activity (not subject to §58.5) per 24 CFR §58.35(b) as follows:

<input type="checkbox"/>	58.35(b).1. Tenant-based rental assistance;
<input checked="" type="checkbox"/>	58.35(b) 2. Supportive services including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and assistance in gaining access to local, State, and Federal government benefits and services;
<input type="checkbox"/>	58.35(b) 3. Operating costs including maintenance, security, operation, utilities, furnishings, equipment, supplies, staff training and recruitment and other incidental costs;
<input type="checkbox"/>	58.35(b) 4. Economic development activities, including but not limited to, equipment purchase, inventory financing, interest subsidy, operating expenses and similar costs not associated with construction or expansion of existing operations;
<input type="checkbox"/>	58.35(b) 5. Activities to assist homebuyers to purchase existing dwelling units or dwelling units under construction, including closing costs and down payment assistance, interest buy-downs, and similar activities that result in the transfer of title.
<input type="checkbox"/>	58.35(b). 6. Affordable housing pre-development costs including legal, consulting, developer and other costs related to obtaining site options, project financing, administrative costs and fees for loan commitments, zoning approvals, and other related activities which do not have a physical impact.
<input type="checkbox"/>	58.35(b). 7. Approval of supplemental assistance (including insurance or guarantee) to a project previously approved under this part, if the approval is made by the same responsible entity that conducted the environmental review on the original project and re-evaluation of the environmental findings is not required under §58.47.

The responsible entity must also complete and attach the **§58.6 Compliance Checklist**. By signing below the Responsible Entity officially determines in writing that each activity or project is Categorically Excluded (not subject to §58.5) and meets the conditions specified for such exclusion under section 24 CFR §58.35(b). This document must be maintained in the ERR.

AUTHORIZED RESPONSIBLE ENTITY OFFICIAL:


 Authorized Responsible Entity Signature

6-11-12
 Date

LISA D. KRIEB
 Authorized Responsible Entity Name (printed)

GRANTS PLANNER
 Title (printed)

RE SEAL

RE NAME AND ADDRESS

Compliance Checklist for 24 CFR §58.6, Other Requirements

Complete for all projects, including Exempt (§58.34), Categorically Excluded Subject to §58.5 [§58.35(a)], Categorically Excluded Not Subject to §58.5[§58.35(b)], and Projects Requiring Environmental Assessments (§58.36)

Project Name: City of Norman/ Women's Resource Center ESG

ERR FILE # _____

1. §58.6(a) and (b) Flood Disaster Protection Act of 1973, as amended; National Flood Insurance Reform Act of 1994

- a. Does the project involve new construction, major rehabilitation, minor rehabilitation, improvements, acquisition, management, new loans, loan refinancing or mortgage insurance?
☐ Yes ☒ No
If No, compliance with this section is complete.
If Yes, continue.
- b. Is the project located in a FEMA identified Special Flood Hazard Area?
☐ Yes ☒ No
If No, compliance with this section is complete.
If Yes, continue.
- c. Is the community participating in the National Flood Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?
☒ Yes ☐ No
If Yes, Flood Insurance under the National Flood Insurance Program must be obtained. If HUD assistance is provided as a grant, insurance must be maintained for the economic life of the project and in the amount of the total project cost (or up to the maximum allowable coverage, whichever is less). If HUD assistance is provided as a loan, insurance must be maintained for the term of the loan and in the amount of the loan (or up to maximum allowable coverage, whichever is less). A copy of the flood insurance policy declaration must be kept on file in the ERR.
If No, Federal assistance may not be used in the Special Flood Hazards Area.

Cite and attach source documentation: (Documentation should include a FEMA Flood Map showing project location in reference to flood zone designation. If flood map is not available, use best available information.)

For additional information see:

FEMA Map Service Center: <http://www.store.msc.fema.gov>

NFIP Community Status Book: www.fema.gov/fema/csb.shtm

**EMERGENCY SOLUTIONS GRANT
SPONSOR AND SHELTER AGREEMENT**

PART I - SUMMARY

Contractor City of Norman

Sub-Contractor
Emergency Shelter Name: Women's Resource Center, Inc...

Contract 2012 Emergency Solutions Grant Program

Amount (\$ 100,000.00)

Funding Period October 1, 2012 to September 30, 2013

Project Description: Provide funds for costs of Operations, Homeless Prevention and Rapid Re-Housing activities

PART II - GENERAL TERMS AND CONDITIONS

DEFINITION(S)

CONTRACTOR

Cities, towns, counties or Community Action Agencies who are direct recipients of Emergency Solutions Grant (ESG) funds, and have agreed to be responsible for the oversight of the proposed ESG project.

SUBCONTRACTOR

Any shelter that indirectly receives Emergency Solutions Grant (ESG) funds through a Unit of Local Government, or Community Action Agency, and is responsible for the implementation of the proposed ESG project.

1. a. **Subcontractor** will provide the necessary personnel, facilities, supplies, equipment, and/or related resources and skills to accomplish the program described in Part III in accordance with the terms and conditions of this contract. All of the work and services required should be performed by **Subcontractor** or a **Subcontractor** fully qualified and authorized under state and local law to perform such work and services.
- b. None of the work and services covered by this contract may be contracted to a third party without prior written approval of the City of Norman.
(contractor)

- c. In no event will **Subcontractor** incur any obligation on the part of the City of Norman.
(contractor)
2. The City of Norman will provide funding for the program up to the
(contractor)
total amount subcontracted by Women's Resource Center, Inc... which is the
(subcontractor)
maximum amount of \$100,000.00 will pay for this subcontract.
(ESG award amount)

3. Compensation to Contractor

The City of Norman will reimburse **Subcontractor** on the basis of itemized
(contractor)
statements submitted in accordance with the budget attached hereto as **Attachment "A"**. All claims for reimbursement must be accompanied by documentation of pledged in-kind for this project.

4. Records, Reports and Documentation

- a. **Contractor** shall maintain records and accounts including property, personnel, and financial records that properly document and account for all project funds.
- b. **Subcontractor** shall document and report match funds in conjunction with funds provided by the Oklahoma Department of Commerce on the monthly expenditure report. Expenditures of (ESG & Match) must be in proportionate amounts monthly.
- c. **Contractor** shall retain all books, documents, papers, records and other materials involving all activities and transactions related to this contract for at least three (3) years from the ending date of this contract.

5. Procurement

Procurement of all goods and services under this contract shall be carried out in compliance with procedures described in the ESG implementation Manual, Policy 705, Procurement Requirements.

6. Hold Harmless

Subcontractor shall, within limitations placed on such entities by state law, save harmless the State of Oklahoma and the City of Norman (contractor), their agents, officers and employees from all claims and actions, and all expenses defending same, that are brought as a result of any injury or damage sustained by any person or property in consequence of any act or omission by **Subcontractor**. **Subcontractor**

shall, within limitations placed on such entities by state law, save harmless the State of Oklahoma and the City of Norman (contractor), their agents, officers, and employees from any claim or amount recovered as a result of infringement of patent, trademark, copyright, or from any claim or amounts arising or recovered under Workers' Compensation Law or any other law.

7. Modification

- a. This contract is subject to such modification as may be required by federal or state law or regulations.
- b. Except as otherwise provided in this contract, the work and services to be performed and the total contract amount may be modified only upon written agreement of the duly authorized representatives of the parties.

8. Termination OR Suspension

This contract may be terminated or suspended in whole or in part at any time by written agreement of the parties.

PART III - SPECIFIC TERMS AND CONDITIONS

1. The **Subcontractor** shall provide assistance to the homeless in compliance with 24 CFR, Part 576.
2. Actual emergency shelter activities and services to be provided are as specified in **Attachment "B"** to this document.
3. The **Subcontractor** assures that no assisted renovation, rehabilitation, or conversion activities will affect historic properties, flood plains, endangered species or prime farmland.
4. **Subcontractor** specifically certifies and assures that it will comply with applicable terms of the following statutes, regulations and executive orders:

Non-Discrimination and Equal Opportunity

Title VI of the Civil Rights Act of 1964, 42 USC 2000d, (et. seq.), which prohibits discrimination on the basis of race, color or national origin under any program receiving Federal funds. HUD regulations are at 24 CFR Part 1.

1. The requirements of the Fair Housing Act (42 USC 3601-19) and implementing regulations at 24 CFR Part 100.
2. Executive Order 11063 (1962) as amended by Executive Order 12259 (1981), which requires equal opportunity in housing. HUD regulations are at 24 CFR Part 107.
3. 42 USC 5309, which prohibits discrimination on the basis of race, color, national origin or sex in connection with funds made available pursuant to the Act. Section 109 also prohibits discrimination on the basis of age and disability as provided in:

- a. Age Discrimination Act of 1975 (42 USC 6101-07) and implementing regulations at 24 CFR Part 146.
 - b. Section 504 of Rehabilitation Act of 1973 (29 USC 794) and implementing regulations at 24 CFR Part 8. For the purposes of the Emergency Solutions Grants Program, the term “dwelling units” in 24 CFR Part 8 shall include sleeping accommodations.
- 4. Section 3 of the Housing and Urban Development Act of 1968 (12 USC 1701u), which requires that, to the greatest extent feasible, opportunities for training and employment be provided to lower-income persons in the project area that contracts for work in connection with the project be awarded to businesses in, or owned in substantial part by, residents of the project area. Regulations are at 24 CFR Part 135.
- 5. Executive Order 11246 (1965), which prohibits discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action in connection with Federally assisted construction contracts. Regulations are at 24 CFR Part 130 and 41 CFR Part 60-1.
- 6. Executive Orders 11625, 12432 and 12138 requiring efforts to encourage the use of minority and women’s business enterprises in connection with activities funded by this subcontract.
- 7. 42 USC 11375, which requires that, to the maximum extent practicable, **Contractor** shall involve homeless individuals and families in the construction, renovation, maintenance and operation of the facilities assisted under the ESG Program and in the provision of services for occupants of these facilities.

Affirmatively Furthering Fair Housing

Under section 808(e)(5) of the Fair Housing Act, HUD has a statutory duty to affirmatively further fair housing. HUD requires the same of its funding recipients. Sub grantees will have a duty to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes include race, color, national origin, religion, sex, disability, and familial status.

Drug-Free Workplace

The Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et seq.) and HUD’s implementing regulations at 24 CFR part 21 apply to HPRP. The sub grantee must have and follow policies stating that it is unlawful for employees distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition;

- (a) Establishing an ongoing drug-free awareness program to inform employees about:
- (b) The dangers of drug abuse in the workplace;
- (c) The grantee’s policy of maintaining a drug-free workplace;
- (d) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (e) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

Discharge Policy

The sub grantee must have an established policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

Lead-Based Paint

Title IV of the Lead-Based Paint Poisoning Prevention Act (42 USC 4831, et. seq.) which prohibits the use of lead-based paint in residences for which Federal assistance is provided. Regulations found at 24 CFR Part 35.

EXECUTED BY:

Subcontractor (Emergency Shelter)

Women's Resource Center, Inc.

Signature

Jo Ann Smith, Executive Director

Name

Title

May 23, 2012

Date

EXECUTED BY:

Name of Contractor (Sponsor)

City of Norman

Cindy S. Rosenthal
Signature

Cindy S. Rosenthal, Mayor

Name

Title

May 23, 2012


Date

(Please review pages 40- 41 before filling out this report)

Applicant/Recipient Disclosure/Update Report		U.S. Department of Housing and Urban Development		OMB Approval No 2510-0011	
Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)					
Applicant/Recipient Information		Indicate whether this is an Initial Report <input checked="" type="checkbox"/> or an update report <input type="checkbox"/>			
1. Applicant/Recipient Name, Address, and Phone (include area code): City of Norman/Women's Resource Center, Inc.		2. Social Security Number or Employer ID Number: 73-6005350			
3. HUD Program Name Emergency Solutions Grant		4. Amount of HUD Assistance Requested /Received \$100,000			
4. State the name and location (street address, City and State) of the project or activity: 201 W. Gray, Norman OK 73069; Shelter Address Supressed					
Part I Threshold Determinations					
1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during the fiscal year (Oct.1-Sep.30)? For further information <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If you answered, "No" to either question 1 or 2, Stop! You do not need to complete the remainder of this form. However , you must sign the certification at the end of the report.					
Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds. Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.					
Department/State/Local Agency Name and Address		Type of Assistance		Amount Requested/Provided	
Expected Uses of the Funds		Expected Uses of the Funds		Expected Uses of the Funds	
(Note: Use additional pages as necessary.)					
Part III Interested Parties. You must disclose:					
1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity, and 2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).					
Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)		Social Security No. or Employee ID No.		Type of Participation in Project/Activity	
Financial Interest in Project/Activity (\$ and %)		Financial Interest in Project/Activity (\$ and %)		Financial Interest in Project/Activity (\$ and %)	
(Note: Use Additional pages if necessary.)					
Certification Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation. I certify that this information is true and complete.					
Signature: <i>Cindy S. Rosenthal</i>		Date: (mm/dd/yyyy) May 22, 2012			

Emergency Solutions Grant Program (ESG)**FY'12 Project Budget Summary**

COST CATEGORY	For Fiscal Use Only	ESG Requested Funds	Match Funds 555830	Project Total
Tier I: 40% of Grant Funds awarded must be spent on Prevention and/or Rapid Rehousing Services				
Tier II: 60% of Grant Funds awarded may be spent on Prevention and/or Rapid Re-Housing Services				
Administration (3.75%)		\$3,750		\$3,750
HMIS				
Emergency Shelter:			100,000	\$100,000
Utilities		\$15,000		15,000
Operations & Maintenance, including insurance, food		\$21,250		21,250
Essential Services		\$10,000		10,000
RA Assistance				
Total Emergency Shelter		\$50,000		150,000
Total Street Outreach – Essential Services				
Rapid Re-Housing Services				
Housing Relocation and Stabilization Services		\$10,000		10,000
Tenant-Based Rental Assistance		\$10,000		10,000
Project-Based Rental Assistance				
Total Rapid ReHousing		\$20,000		20,000
Homelessness Prevention Services:				
Housing Relocation and Stabilization Services		\$20,000		20,000
Tenant-Based Rental Assistance		\$10,000		10,000
Project-Based Rental Assistance				
Total Preventive Services		\$30,000		30,000
TOTAL		\$100,000	\$100,000	200,000


Signature of Authorized Official

June 12, 2012

Date

BUDGET NARRATIVE: For each budget category, provide a line item detail and narrative explanation of how funds will be utilized:

Administration

\$5,000 for Executive Director's salary

Rehabilitation/Renovation

Shelter Operation and Services

Insurance – cost of property and liability insurance for buildings used in operation of the shelter and non-residential (but potentially homeless) services

Utilities – This is a cost estimate based on past expenses for electricity and city utilities for buildings used in the operation of domestic violence shelter and non-residential services

Telephone – It is a requirement for certification of domestic violence programs by the Oklahoma Office of the Attorney General that telephones are provided for all residential and non-residential members of our community seeking services

Essential services – Salaries for case managers who provide assistance in obtaining transitional and permanent housing; medical and psychological counseling referrals, employment guidance; referrals for substance abuse treatment and counseling; assistance in obtaining other federal, state, and local assistance; clothing; personal care items and referrals to other services such as child care, transportation, job placement and training.

Food – All those in shelter are provided with the resources for three meals and snacks per day.

Street Outreach

Rapid Re-Housing Services – Funding would make it possible for residents and their children to find housing much more quickly with money for rents and necessary deposits

Homelessness Prevention – WRC often receives phone calls or works with non-residential victims of family violence who need help staying in their current housing. Funding would pay for utilities and rents

HMIS

ODOC 12 ESG 2012



The City of **NORMAN**

201 West Gray • P.O. Box 370
Norman, Oklahoma • 73070

REVITALIZATION DIVISION
Phone: 405-366-5332

June 12, 2012

Oklahoma Department of Commerce
Office of Community Development
900 N. Stiles
Oklahoma City, OK 73126

Attn: Human Development Team

The Women's Resource Center of Norman is the only Domestic Violence Emergency Shelter in the community. This organization has a long standing tradition of service to Norman and the surrounding communities and has been a recipient of ESG funds in the past. The WRC is performs excellently in their coordination of services with other continuum members and other governmental entities in the provision of services to this ever increasing population.

Kristi Stewart the director of the Rape Crisis Center has served on the Systems and Resource Committee and Sharon Jepson, the shelter manager, is very active on the Directors Committee and the Housing Committee.

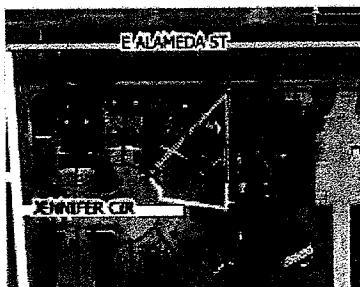
Sincerely,

Lisa D. Krieg
Grants Planner/Staff Support
Cleveland County Continuum of Care

Data For Account R0044195

Improvements Data

Account: R0044195
Parcel: NC29 SHRE2 1 4 001
Owner: WOMENS RESOURCE CENTER
Address: 1719 JENNIFER CIR 1721 NORMAN OK 73071



[+] Map this property.

Building 1 ▼ of 1

Improvements

Type:	DUPLEX	Description:	DUPLEX TWO STORY
Total Area:	3435	Finished Basement Area:	0
Garage Area:	891	Carport Area:	0
Balcony Area:	0	Porch Area:	355
Cooling:	CENTRAL AIR TO AIR	Year Built:	1980
Stories:	2	Interior:	DRYWALL
Exterior:	FRAME VINYL	Roof Type:	GABLE
Roof Cover:	COMPOSITION SHINGLE	Floor Cover:	ALLOWANCE
Foundation:		Value:	\$140,153.00

Report Discrepancy

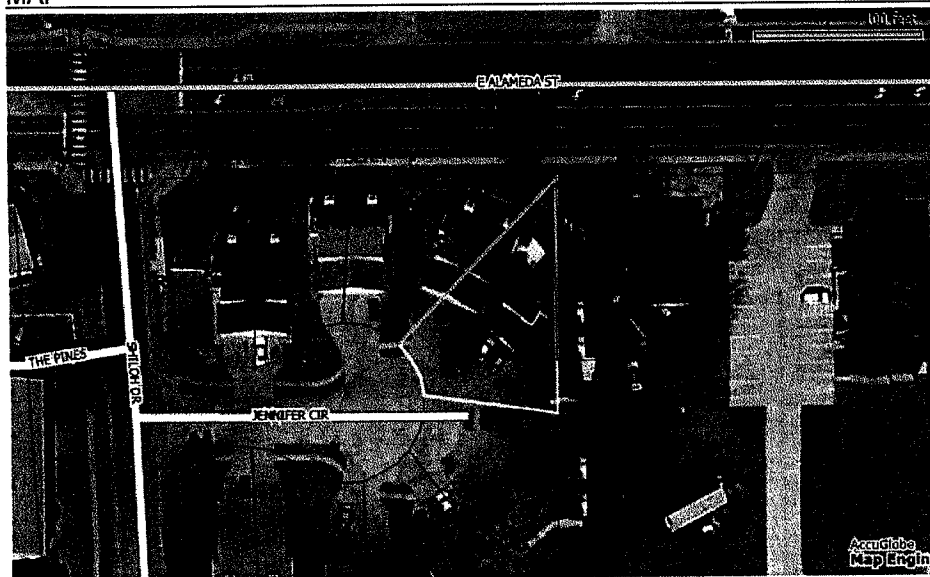
CAMA database last updated 6/13/2012 2:20:10 AM.

Cleveland County, Oklahoma - Property Record Card, Page 1
 Account: R0044195, Parcel: NC29 SHRE2 1 4 001

GENERAL PARCEL INFORMATION

Account R0044195
 Parcel NC29 SHRE2 1 4 001
 Owner WOMENS RESOURCE CENTER
 Address 1719 JENNIFER CIR 1721 NORMAN OK 73071
 Account Type EXEMPT REAL
 Legal Description REPLAT LOT 1 BLK 4 SHILOH HTS 2 LOT 4 BLK 1
 Subdivision SHILOH HTS 2 RPLT
 Tax District NC29
 Acres 0.19
 Mailing Address PO BOX 5089
 NORMAN OK 73070

MAP



VALUATION

	Market	Assessment	Taxable
Land Value	\$10,984.00	12%	\$1,318.00
Improvements	\$140,153.00	12%	\$16,818.00
Total Value	\$0.00	12%	\$0.00
Adjustments			\$0.00
Net Taxable			\$0.00

LAND

Land Type	Acreage	Value	Description
EXEMPT	0.189999997615814	\$10,984.00	

SALES

Sale Date	Sale Price	Book/Page	Buyer	Seller	Deed Type	Validity
9/26/2002	\$840,000.00	3484/289	WOMENS RESOURCE CENTER	TAYLOR, CLAYTON R	WD	VALID
11/28/1995	\$165,000.00	2685/873	BUYER	SELLER	WD	INVALID

Cleveland County, Oklahoma - Property Record Card, Page 2

Account: R0044195, Parcel: NC29 SHRE2 1 4 001

Card: 1

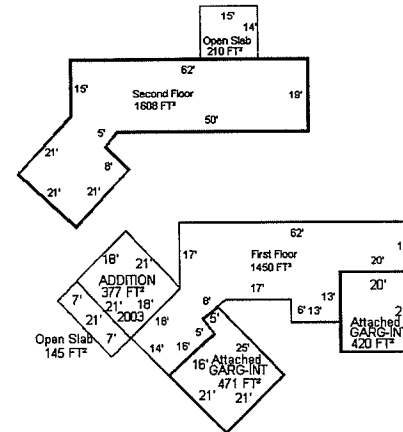
GENERAL PARCEL INFORMATION

Account R0044195
 Parcel NC29 SHRE2 1 4 001
 Owner WOMENS RESOURCE CENTER
 Address 1719 JENNIFER CIR 1721 NORMAN OK 73071
 Account Type EXEMPT REAL
 Legal Description REPLAT LOT 1 BLK 4 SHILOH HTS 2 LOT 4 BLK 1
 Subdivision SHILOH HTS 2 RPLT
 Tax District NC29
 Acres 0.19
 Mailing Address PO BOX 5089
 NORMAN OK 73070

VALUATION

	Market	Assessment	Taxable
Land Value	\$10,984.00	12%	\$1,318.00
Improvements	\$140,153.00	12%	\$16,818.00
Total Value	\$0.00	12%	\$0.00
Adjustments			\$0.00
Net Taxable			\$0.00

SKETCH



Sketch by Apex TV/Windows™

IMPROVEMENTS

Type	DUPLEX	Year Built	1980
Description	DUPLEX TWO STORY	Interior	DRYWALL
Total Area	3435	Exterior	FRAME VINYL
Finished Basement Area	0	Roof Type	GABLE
Garage Area	891	Roof Cover	COMPOSITION SHINGLE
Carport Area	0	Floor Cover	ALLOWANCE
Balcony Area	0	Foundation	
Porch Area	355	Rooms	0
Cooling	CENTRAL AIR TO AIR	Bedrooms	6
Stories	2	Baths	4
Condition	AVERAGE	Units	2
Quality	AVERAGE	Value	\$140,153.00

