



# Modoc Nation

Modoc Housing Authority  
22 N. Eight Tribes Trail  
Miami, OK 74354  
(918) 542-8175  
modochousing@modocnation.com

## Modoc Home Improvement/Renters Appliance Grant

The Home Improvement and Renters Appliance Grant are now available through the Modoc Housing Authority.

Only one application may be submitted per household. To be eligible, applicants must meet the following requirements:

- Be 18 years of age or older
- Be an enrolled Modoc member
- Be listed on the deed or lease agreement
- Have no outstanding receipts or funds owed from previous grants

Please note: A copy of the members' Driver's License or State ID with the deed address on it must be provided to prove domicile. Additionally, this application is a contract and can only be signed by a member over the age of 18. Members under the age of 18 are ineligible to apply or be applied for to receive this benefit.

All completed applications and required supporting documents **must be received no later than December 1st**. Any Application submitted after December 1<sup>st</sup> will be denied. Applications cannot be processed or approved until all required documents are received.

To apply, please complete the attached application and submit it by mail, fax, or

email: Modoc Housing Authority  
22 N Eight Tribes Trail  
Miami, OK 74354

Fax: 918-542-5415  
Email: modochousing@modocnation.com

If submitting by email, please attach the application and all supporting documents as a single PDF file.

If you have any questions, please contact our office at 918-542-8175. Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.

Sincerely,  
Modoc Housing Authority



## Property Information

**Type of Home:** (check all that apply)

- Owner-Occupied
- Renter
- Single-Family
- Manufactured/Mobile Home
- Other: \_\_\_\_\_
- Primary Residence
- Secondary Residence (*Not Eligible*)

**Length of time at current residence:** \_\_\_\_\_

## Landlord Information (Renters Only)

**Landlord Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

## Requested Home Improvements

*(All requests must comply with the Eligible / Ineligible Item List included in this packet.)*

Please describe the repairs or improvements requested:

---

---

---

---

---

**Estimated Total Cost:** \$ \_\_\_\_\_

**Homeowners Amount Requested (Up to \$3,500):** \$ \_\_\_\_\_

**Renters Amount Requested (Up to \$1,000):** \$ \_\_\_\_\_

**Payment preference:** Check \_\_\_\_\_ ACH \_\_\_\_\_

- Estimates Attached
- Self-Performed Work

## Required Documentation Checklist

*(Application will not be processed until all documents are received.)*

- Copy of **Estimates/bids**
- Copy of **Warranty Deed or Lease (Modoc Member must be listed)**
- Copy of **Most Recent Property Tax Statement (not required if renter)**
- Copy of **MODOC Membership Card**
- Copy of **MODOC member Driver's License/state issued ID**  
**(address on ID must match the address on the Deed or tax statement)**
- Copy of **W9**
- Copy of **ACH form and voided check** (if requesting ACH)

## Applicant Acknowledgment (Initial Required)

Please read each statement carefully and **initial where indicated**.

\_\_\_\_ I **AGREE** that I have read this entire document in full and understand its contents. I agree to contact the Modoc Housing Authority before signing if I do not understand any part of this Agreement.

\_\_\_\_ I **AGREE** that this Award is solely for the purpose of home improvements and/or approved appliances for eligible Modoc Tribal homeowners or renters.

\_\_\_\_ I **AGREE** that this Award will be used **only for the purposes listed in my approved Grant Application** or for items that have been authorized from the Modoc Housing Authority.

\_\_\_\_ I **AGREE** to spend funds up to the approved dollar amount based on the bids submitted with my application and/or items that were previously authorized and approved, and any amount over the funds received will be my responsibility.

\_\_\_\_ I **AGREE** that **ALL** receipts and/or invoices totaling the full award amount must be submitted to the Modoc Housing Authority **no later than December 17** of the award year. I further understand that failure to submit required receipts will result in suspension from future services.

- I agree to submit **all receipts at the same time** and not in separate submissions.
- I agree that receipts will include **only purchases directly related to this program**.
- I understand that receipts containing **unapproved or unrelated items** may be returned and not approved.

\_\_\_\_ I **AGREE** to complete and sign a **W-9 Tax Form** (in the Modoc Member's name, or the adult legal guardian if the Modoc Member is a minor) and return the W-9 with this Agreement.

\_\_\_\_ I **UNDERSTAND** that this program is for **current homeowners and renters only**. I understand that I may not exchange or return any items purchased with Federal funding without **approval** from the Modoc Nation. I agree that all funds will be used toward our **primary family residence**, and I certify that I will not move from or sell the home within **twelve (12) months** of receiving assistance.

\_\_\_\_ I **UNDERSTAND** that violation of any part of this Agreement may result in **denial of approval**, repayment of funds, and/or **suspension from future program assistance**.

## **Applicant Certification & Authorization**

By signing below, I certify that all information provided is **true and correct** to the best of my knowledge. I agree to cooperate with **Tribal and Federal officials** should my application or documentation be selected for **quality control, monitoring, or audit review**.

I understand this program is **federally funded**, and that knowingly providing false or misleading information may result in penalties including a fine of **up to \$10,000**, imprisonment for **up to four (4) years**, or both.

I authorize the Modoc Tribe and its representatives to conduct any **necessary investigation or verification** related to my eligibility.

I understand that I have the **right to a fair hearing** if I am not satisfied with a program decision, action taken, or an unreasonable delay in notification.

**Applicant Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

---

---

---

## **Staff Use Only – Verification & Approval**

**Application Received:** \_\_\_\_\_

- Homeownership Verified
- Renter Verified
- Primary Residence Verified
- Tribal Membership Verified
- Documents Complete

**Verified By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approved:**  Yes  No

**Approved Amount:** \$ \_\_\_\_\_

**Authorized Staff Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**Modoc  
Nation**

22 N. Eight Tribes Trail

Miami, OK 74354

(918) 542-1190

(918) 542-5415 Fax

## **DIRECT DEPOSIT AUTHORIZATION FORM**

Name on Account: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Name of Bank: \_\_\_\_\_

Account #: \_\_\_\_\_

9-Digit Routing #: \_\_\_\_\_

Type of Account: \_\_\_\_\_ (Checking or Savings)

Attach a voided check or Deposit Authorization from the bank account to which funds should be deposited.

Modoc Nation is hereby authorized to deposit my pay to the account listed above directly. If necessary, Modoc Nation is hereby authorized to initiate debit entry adjustments for any credit entries in error to the account listed above. This authorization will remain until I modify or cancel it in writing.

Name (Please Print): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## General Rule

All purchases must be **permanently attached** to the interior or exterior of the home.

## Exceptions

- Approved appliances
- Storm shelters (must be located on homeowner's property)
- **Solar panels (one-time only – see below)**
- **Generac generators (one-time only- see below)**

## Items Ineligible

- Electronics of any kind (TVs, stereos)
- Furniture
- Draperies (curtains, mini blinds)
- Accent items (lamps, rugs, throw pillows)
- Small appliances (toasters, blenders, food processors, mini-fridges, ice makers, wine fridges)
- Tools of any kind
- Artificial grass
- Security systems
- Appliance service or repairs
- Benches, pergolas, gazebos
- Pools or hot tubs
- Sheds, barns, outbuildings
- Repairs of detached buildings
- Landscaping or shrubs trimming
- Pest control
- Yard sprinklers
- Bathroom/kitchen racks
- Shelves
- Shower rods and curtains
- Bathroom mirrors
- Gravel driveways or parking
- Portable generators
- Septic clean out

# Items Eligible

## Structural & Exterior

- Structural repairs/improvements (interior & exterior)
- Roofing, siding, fascia, soffit, gutters
- Retaining walls (flooding/erosion prevention)
- Cement patios, decking
- Awnings, patio & deck coverings
- Driveways (repair, replacement, or new)
- Concrete sidewalks (permanent only)
- Fencing

## Interior Improvements

- Sheetrock/drywall
- Subflooring
- Trim and baseboards
- Wall/ceiling texturing
- Interior & exterior painting (includes supplies)
- Flooring (carpet, tile, vinyl)
- Cabinets, countertops
- Permanently attached islands

## Doors, Windows & Fixtures

- Windows
- Interior/exterior/storm/patio doors
- Locks, deadbolts, doorknobs
- Exterior shutters
- Interior plantation shutters (permanently attached only)
- Lighting (hard-wired only)
- Ceiling fans

## Plumbing & Mechanical

- Plumbing repair or replacement
- Water tanks, wells, aerobic systems
- Heating & air systems (including repairs)
- Water softeners for wells
- Dehumidifiers

## **Appliances (Includes Installation & Warranty)**

- Washers, dryers
- Refrigerators, freezers
- Stoves
- Over-the-range microwaves
- Range hoods

## **Energy & Safety**

- **Solar panels or home generator (one-time only)**
  - No financing, leases, PPAs, or ongoing payments
  - MHIP funds cannot be reused
- Attached generators only
- Storm shelters

## **Accessibility**

- Ramps
- Structural modifications
- Mobility and accessibility improvements

## **Renters Only – Eligible & Ineligible Items**

### **Ineligible items**

1. Electronics of any kind (including TVs and stereos)
2. Furniture
3. Draperies, curtains, mini-blinds, or blinds of any kind
4. Accent items (throw pillows, rugs, lamps)
5. Small appliances (blenders, food processors, can openers, electric skillets, toasters) –  
**only large appliances are eligible**
6. Tools of any kind

### **Eligible Appliances for Renters**

- Washers
- Dryers
- Stoves
- Dishwashers
- Refrigerators
- Over-the-range microwaves