

Housing Director	
Secretary of Development	
Attorney General	

[Handwritten signature]



**Osage Nation Housing Department
Elder Rental Assistance Program Policy**

Effective: January 2026

1. Purpose

The Elder Rental Assistance Program provides temporary rental assistance to qualified Osage Nation elders who have experienced a recent rent increase and have limited or fixed incomes. This program was established by the Osage Nation Congress to support elders in maintaining stable housing and preventing displacement due to unforeseen rent increases.

2. Use of Funds

The program operates on a fiscal year basis (October 1 through September 30). Assistance is based on the current available tribal funding levels. Payments will not exceed eighty percent (80%) of the documented rent increase.

Rental Assistance Payments Duration Limits:

- Not to exceed twelve (12) consecutive months; and
- Not to exceed fifteen (15) months total over the applicant's lifetime.

All payments will be made directly to the landlord or property manager. No payment shall be made directly to the applicant. Rental assistance is contingent on program funding from the Osage Nation Congress.

3. Eligibility Requirements

To qualify for assistance, applicants must meet all of the following criteria:

1. Membership: Be a living member of the Osage Nation in good standing (membership card required).
2. Age Requirement: Be 55 years or older.
 - Special Consideration: Members under age 55 who receive Social Security Disability Income (SSDI) may be considered on a case-by-case basis.
3. Fixed Income: Be living on a fixed income, such as Social Security, SSI, or pension benefits.
4. Proof of Rent Increase: Provide documentation of a rent increase within the past 90 days.
5. The rental property must be located within the Osage Nation Reservation boundaries, which is contiguous with Osage County (the "Service Area").

4. Application Procedure

A complete application must include all of the following:

- Completed and signed Elder Rental Assistance Program Application.
- Copy of Osage Nation membership card.
- Copy of photo identification for each adult household member.
- Copy of the current lease agreement with the applicant listed as the tenant and the property address listed inside the Service Area.
- Documentation verifying recent rent increase (letter from landlord, updated lease, or official notice).

- Verification of household fixed income.

Note: Incomplete applications will not be accepted. Complete applications will be reviewed within ten (10) business days.

5. Delivery of Assistance

Once eligibility is confirmed:

- A payment voucher will be issued to the landlord or property manager as notice of guaranteed payment.
- The applicant will be notified by phone, email, or mail of approval or denial.
- Approval Letter: Will specify the approved amount and payment details.
- Denial Letter: Will include the reason for denial and instructions for appeal.

Payments will not cover late fees, penalties, or any charges unrelated to rent increases.

6. Determination of Award Amount

The Housing Department will calculate the exact rent increase and provide assistance covering up to 80% of the increase. The applicant is responsible for paying the remaining balance directly to the landlord.

7. Appeal Process

Applicants have ten (10) business days from the date of the denial letter to file an appeal.

- An appeal form will be included with every denial notification.
- Appeals will be reviewed by the Housing Director.
- A written decision will be issued within ten (10) business days of receipt of the appeal.
- The Director's decision is final.

8. Records and Confidentiality

All program records will be stored securely and treated as confidential. Records will be retained and disposed of in accordance with Osage Nation tribal recordkeeping requirements. Financial processing will comply with Osage Nation Accounting policies and procedures.