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**MEMORANDUM**  
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**FROM:** Barbara Albritton   
**TO:** INCOG Member Governments, Fire Departments, Water Districts  
**DATE:** July 13, 2023  
**RE:** INCOG Rural Economic Action Plan (REAP) Funding

I am happy to inform you that the Rural Economic Action Plan (REAP) funding has been approved by the Oklahoma State Legislature for the twenty-seventh year at the same level as last year. For those who are not familiar with the REAP program, it is a state grant program established by the Oklahoma State Legislature in 1996 to provide economic opportunities for communities under 7,000 in population. INCOG receives an annual allocation from the state's line item budget. REAP funds can be used for a variety of infrastructure and one-time capital purchases. Extra consideration is given to applicants under 1,750 in population. No matching funds are required, but points will be given for leverage that an applicant may provide in their application. In this packet there is a detailed listing of the types of projects that are eligible that was approved by the Oklahoma Association of Regional Councils (OARC) in 2012 which is also used by the Oklahoma Department of Commerce which administers the REAP Program for the State of Oklahoma.

**A non-mandatory application workshop will be scheduled in August/September.  
Details will follow at a later date.**

A summary of the changes to this year's program is included in the packet following this memo. Enclosed is a copy of the INCOG REAP Plan as well as a copy of the Application Guidelines and forms to be used this year. Included in your packet as well are listings of projects submitted last year in community development and transportation. Projects below the dark line on each sheet are projects that remain unfunded. This year the INCOG allocation will have three set-asides - one for community/economic development projects, one for transportation-related projects, and one for CDBG/REAP. NOTE: The Oklahoma Department of Commerce has instituted a mandatory timeline for all of the COGS. **Applications will be due on Friday, October 13, 2023.** This will give applicants at least two meetings at which they can select projects and adopt the required resolution.

Some of the highlights in the INCOG 2023/2024 REAP Application Guidelines include the following:

- 1) **Maximum grant amount for economic/community development is \$60,000;**
- 2) **Maximum grant amount for transportation projects is \$150,000;**
- 3) **A grant request minimum of \$10,000 is being established for Community Development and \$50,000 for Transportation;**

- 4) **As to not be affected by the grant minimum for Transportation, street signage will now be applied for under Community Development (unless it is combined with other activities).**
- 6) Construction projects must be located on property either owned or leased to the applicant. In the case of Title 18 and 19 fire departments, you must provide a copy of the deed or lease and evidence of incorporation such as a certificate from the Secretary of State.
- 7) Cities and Towns will be limited to one application per category and only one grant total per community will be funded. A city or town cannot submit a project for the city/town and another for the fire or police department.
- 8) Boards of County Commissioners (BOCC) will be allowed a total of three direct applications, e.g. roads, bridges, etc. These may be divided as each Board of County Commissioners determines. There is no limit on sponsored applications such as for rural fire departments or rural water districts.
- 9) The application forms have been revised to clarify sections and the associated points to help applicants better understand the information that is being requested and the points that will be awarded for each section. **Please complete these sections as well as the impact sections. If you don't make a case for your project, it may not be scored as highly as it would if you had provided the requested information. For example, if you are adding onto a fire station, how will this improve your operation. If you are purchasing generators, why are they needed, etc.**

**The application is also available online at [www.incog.org](http://www.incog.org) Just enter REAP in the search bar; the forms are at the bottom of the REAP page.**

- 10) Applications from previous years in the community development set-aside or the transportation set-aside may be re-submitted for consideration, however, as with new applications only one per entity per category. We are considering this a new start to the REAP program and therefore, resubmitted applications will NOT receive the 5 points previously awarded and new resolutions will be required.
- 11) No entity with projects (either sponsored or direct) which have been open longer than three years will be allowed to submit a new application.
- 12) Please consult the attached REAP Plan for information regarding eligible project categories and ineligible projects. The previously mentioned OARC Eligibility Guidelines are at the back of the Application Guidelines document.
- 13) If you are applying for engineering services, please coordinate with your engineer to make sure funds are allocated for a preliminary engineering report in addition to engineering design.
- 14) **Applications are due to the INCOG offices by close of business on Friday, October 13, 2023.**
- 15) **Boards of County Commissioners CANNOT sponsor a project within an incorporated municipality's boundaries.**

All applications must be approved by the governing body prior to submission. Title 11 fire departments must be sponsored by the city or town. Title 18 and 19 fire departments and water districts will be sponsored by their County's Board of County Commissioners. Resolutions are to be passed by cities, towns and counties, not fire department or water district boards.

Many of you have already been working with INCOG staff members in preparing applications for REAP funds. Should any of you need assistance with the application process, please contact me at (918) 584-7526.



## REAP Community Development

#	Sponsor	Applicant	Project	Need Pts	Pop Pts	Cost/ Cap	Fiscal Cap.	Local Effort Pts	Impact Pts	Regional Obj.	Readiness	Project Cost	Grant Request	Grant Request Pts	Total Points	Cumulative Request	\$
1	Prue	Prue	Community Storm Shelter	20	10	6	5	5	8	4	3	\$33,820	\$32,220	3	64	\$32,220	\$1,108,241
2	Mounds	Mounds	Purchase police uniforms and equipment	20	10	9	4	5	5	4	3	\$40,000	\$40,000	3	63	\$72,220	\$1,108,241
3	Oilton	Oilton	Purchase 16 Sets of Bunker Gear for Oilton Firefighters	20	10	6	3	7	5	2	5	\$52,720	\$40,000	3	61	\$112,220	\$1,068,241
4	Drumright	Drumright	New water plant pumps, valves, SCADA	20	5	12	3	10	5	4	1	\$235,240	\$60,000	1	61	\$172,220	\$1,008,241
5	Hornity	Hornity	Purchase of required SCBA for the Fire Department	20	5	15	4	6	5	2	3	\$113,390	\$60,000	1	61	\$232,220	\$948,241
6	Barnsdall	Barnsdall	Purchase of extraction tool for FD	20	10	6	4	5	5	4	3	\$53,214	\$53,214	1	58	\$285,434	\$895,027
7	Tulsa County	Tulsa County	Purchase and Installation of Storm Siren	11	10	12	1	3	8	2	5	\$43,853	\$20,942	4	56	\$306,376	\$874,085
8	Oologah	Oologah	New Generator for Community Center	15	10	12	1	3	8	2	3	\$44,000	\$44,000	2	56	\$350,376	\$830,085
9	Chelsea	Chelsea	Purchase and installation of 5 turbidimeters	12	5	15	3	5	5	2	3	\$19,550	\$18,050	5	55	\$368,426	\$830,085
10	Depraw	Depraw	Engineering Services to address sewer system Consent Order	20	10	3	4	5	5	2	5	\$55,000	\$55,000	1	55	\$423,426	\$775,085
11	Tulsa County	Berryhill Fire Protection District	Paving of driveway and rear apron of FD building	20	5	15	1	3	5	2	3	\$76,250	\$60,000	1	55	\$483,426	\$715,085
12	Mannford	Mannford	Purchase of thermal imaging cameras and SCBA facemasks for FD	7	5	15	2	5	5	2	5	\$17,714	\$15,000	5	51	\$498,426	\$700,085
13	Creek County	Olive VFD	Purchase of used fire engine	7	10	9	3	5	5	4	5	\$40,000	\$38,000	3	51	\$536,426	\$662,085
14	Sperry	Sperry	500 LF of Water Line and Meter replacement along 1st, 2nd, and 3rd Streets	20	10	1	2	5	5	4	3	\$55,293	\$50,293	1	51	\$586,718	\$662,085
15	Haskell	Haskell	Extending 800 LF of 8" sewer and water lines to open new sub-division.	20	10	1	2	7	7	4	1	\$79,051	\$60,000	1	51	\$646,718	\$602,085
16	Wynona	Wynona	Construction of a new utility building.	15	10	1	5	7	5	6	1	\$64,950	\$60,000	1	51	\$706,718	\$542,085
17	Talala	Talala	Purchase 2022 Ford Interceptor Police Vehicle	15	10	3	2	5	5	4	3	\$44,599	\$35,585	3	50	\$742,304	\$506,500
18	Avant	Avant	Electricity from Water Plant to Water Tower; Pumps in water towers; cameras, lights, and fencing for safety.	20	10	1	5	3	5	2	3	\$54,926	\$52,926	1	50	\$795,230	\$506,500
19	Kiefer	Kiefer	Purchase of Sewer Maintenance Equipment and aerators	11	5	12	5	5	8	2	1	\$54,343	\$54,343	1	50	\$849,573	\$452,157
20	Wagoner County	Wagoner County District 2	Design and Engineering of Improvements to Community Facilities at Recreation Park	11	10	6	4	3	8	4	3	\$60,000	\$60,000	1	50	\$909,573	\$392,157
21	Fairfax	Fairfax	Replacement of Approximately 1,100 LF of 6" water line	15	10	6	3	5	5	4	1	\$65,000	\$60,000	1	50	\$969,573	\$332,157
22	Bristow	Bristow	Replacement of non-working fire hydrants	12	5	15	1	7	5	2	1	\$71,419	\$51,660	1	49	\$1,021,233	\$380,497
23	Osage County	Pershing FD	Phase 2 to complete 4 fire hydrant installations on HWY 11 in and around Pershing	7	10	9	4	3	5	2	3	\$11,881	\$11,881	5	48	\$1,033,114	\$268,616
24	Osage County	Braden RWS / SWM Dist #3	Purchase & Installation of New Automatic Meters	7	10	6	4	8	5	4	3	\$125,000	\$60,000	1	48	\$1,093,114	\$208,616
25	Osage County	Green Country Fire Protection Dist.	Add Fire Hydrants to the system to cover new areas of development	7	5	15	4	3	5	2	3	\$32,000	\$32,000	3	47	\$1,125,114	\$176,616
26	Shidler	Shidler	Generators and Concrete Pads (2) for Lift Stations	15	10	1	3	1	8	2	3	\$57,600	\$57,600	1	44	\$1,182,714	\$119,016
27	Osage County	Osage Hills Rural Firefighters Assn. Inc.	Used fire truck pump/engine with a 1000 gal tank and 1000 gpm pump, new fire hoses and nozzles.	7	10	6	4	5	5	2	3	\$80,000	\$60,000	1	43	\$1,242,714	\$59,016
28	Porter	Porter	Purchase and installation of new water meters	7	10	3	4	7	5	2	3	\$67,830	\$60,000	1	42	\$1,302,714	\$594
29	Osage County	Osage Cove VFD	70'x40' insulated/heated structure for fire trucks	7	10	6	4	6	5	2	1	\$100,000	\$60,000	1	42	\$1,362,714	\$60,984
30	Tulsa County	Liberty Area Fire Protection Agency	Ford F-350, 4WD cab and Chassis, Wildland Skid Mounted Firefighting pump and Tank	6	5	12	1	3	5	2	3	\$71,634	\$60,000	1	38	\$1,422,714	\$120,984
31	Osage County	Rock Fire Department	Phase 2 Rock Fire Department Training and Safety Facility	2	10	6	4	5	5	2	3	\$60,000	\$60,000	1	38	\$1,482,714	\$180,984
32	Rogers County	Inola Sr. Citizens	Replacement of HVAC units in Senior Citizens Center	7	5	3	1	3	3	2	5	\$24,000	\$24,000	4	35	\$1,506,714	\$204,984

This community chose funding in the Transportation category



# FY 2023 REAP Transportation

#	Sponsor	Applicant	Project Description	Need Pts	Pop Pts	Cost/ Capita Pts	Fiscal Capacity Pts	Local Effort Pts	Impact Pts	Regional Obj. Pts	Readiness Pts	Project Cost	Grant Request Pts	Grant Request Pis	Total Points	Cumulative Request
1	Wynona	Wynona	Road resurfacing of approximately 9,500 LF (asphalt/chip and seal)	15	10	15	5	8	10	6	1	\$236,141	\$150,000	1	71	\$150,000
2	Prue	Prue	Materials for Chip/Seal to repair Main St and Lake Dr	20	10	6	5	5	5	6	3	\$ 60,000	\$51,600	5	65	\$201,600
3	Sperry	Sperry	New Asphalt for 1st, 2nd, 3rd streets and Carter Street on the north side of town.	20	10	3	2	5	10	6	3	\$93,775	\$88,775	4	63	\$290,375
4	Hominy	Hominy	Replacement of mercury vapor street lights with LED Lights	20	5	15	4	5	5	2	3	\$125,000	\$95,000	3	62	\$385,375
5	Kellyville	Kellyville	Street repair, ditch repair, and sign installation	20	5	12	4	5	5	4	3	\$ 146,757	\$106,757	3	61	\$492,132
6	Chelsea	Chelsea	Construction of 1,639 LF of street in new development	12	5	9	3	6	15	6	1	\$215,690	\$109,590	3	60	\$601,722
7	Mounds	Mounds	Widening and 2" overlay of 12 blocks of city streets	20	10	3	4	7	10	4	1	\$175,792	\$150,000	1	60	\$751,722
8	Barnsdall	Barnsdall	Street Overlay of 4,506 LF on College Ave, W Main, E Maple, 2nd, and 3rd	20	10	6	4	7	5	4	3	\$208,000	\$150,000	1	60	\$901,722
9	Creek County	Creek County D2	Six blocks of Asphalt Overlay on W 61st St. S. from S 61st W Ave to S 67th W Ave	15	10	3	3	5	10	4	3	\$121,000	\$103,100	3	56	\$1,004,822
10	Avant	Avant	Approximately 10,560 LF of street base stabilization, aggregate, and prime coat throughout city limits	20	10	3	5	4	5	6	1	\$246,482	\$130,091	1	55	\$1,134,913
11	Osage County	Osage Co District 2	Road repair on 52nd W Ave from W 103rd St N to W 113th St N	15	5	15	3	5	5	2	3	\$ 192,185	\$133,464	1	54	\$1,268,377
12	Osage County	Osage Co District 3	Resurface Shell Creek Rd from Shell Creek dam to HWY 97	15	10	6	3	6	10	2	1	\$233,464	\$150,000	1	54	\$1,418,377
13	Haskell	Haskell	1,520 LF of 48" sidewalk along W. Skelly Rd.	20	10	1	2	7	5	2	1	\$51,872	\$50,000	5	53	\$1,468,377
14	Burbank	Burbank	Street resurfacing of approximately 10,580 LF	20	10	1	5	3	5	6	1	\$257,950	\$141,559	1	52	\$1,609,936
15	Tulsa County	Tulsa County	Approximately 2,000 LF of Oakhurst Road improvements - W 61st St. S. from S 61st W Ave to Skelly Dr.	12	10	3	1	6	10	4	3	\$139,500	\$111,600	2	51	\$1,721,536
16	Porter	Porter	Resurface Cresthaven Ave with 2" layer of asphalt	7	10	3	4	7	10	6	3	\$193,600	\$145,200	1	51	\$1,866,736
17	Creek County	Creek County District 1	Approximately 3,560 LF of 3" asphalt overlay on N. Division St from E. Fife Ave to Rt 66.	7	10	6	3	3	10	6	3	\$ 158,869	\$149,770	1	49	\$2,016,506
18	Osage County	Osage Co District 1	Street repair of 10,560 LF chip seal Grainola/Forker	15	10	1	3	6	10	2	1	\$257,950	\$150,000	1	49	\$2,166,506
19	Wagoner County	Wagoner County District 3	Replacement of the 193rd East Ave Bridge near 161st St S.	6	5	9	3	8	10	4	3	\$500,825	\$150,000	1	49	\$2,316,506
20	Creek County	Creek County District 3	Asphalt Overlay on S 513th W Ave From Highway 33 to W 271st St (1 mile)	7	10	3	3	5	10	2	3	\$135,503	\$102,000	3	46	\$2,418,506
21	Wagoner County	Wagoner County District 1	Asphalt Overlay for Hidden Hills Subdivision	6	10	1	3	6	5	2	3	\$255,420	\$150,000	1	37	\$2,568,506
22	Inola	Inola	Approximately 7,325 LF of Street overlay on SW Blvd/ E 600 Rd	7	5	1	1	6	5	4	3	\$299,999	\$150,000	1	33	\$2,718,506

This community chose funding in the Community Development category

# **INDIAN NATIONS COUNCIL OF GOVERNMENTS (INCOG) RURAL ECONOMIC ACTION PLAN FY 2024**

## **BACKGROUND and ORGANIZATIONAL STRUCTURE**

INCOG is a regional council of governments comprised of local governments voluntarily joining together to work on common interests for the greater economy of each entity and the benefit of all. The membership is made up of Creek, Osage, Rogers, Tulsa, and Wagoner Counties, the City of Okmulgee, and the Town of Haskell.

The INCOG region contains just over 916,000 residents and covers an area of nearly 4,350 square miles.

Within INCOG's region, 40 cities and towns and the unincorporated portions of the five member counties are eligible to apply for REAP funds. A listing of those eligible entities is attached.

## **PLAN DEVELOPMENT PROCESS**

In order to provide the opportunity for input from member governments and area legislators into the planning process, public meetings were held in each of INCOG's member counties. At these meetings input was sought regarding the types of projects which should be considered for funding, the level of funding, possible ranking criteria and other issues which were crucial to plan development. Additionally at these meetings representatives were selected to be members of a Policy Committee to establish the application guidelines and ranking criteria for the evaluation of REAP projects submitted to INCOG. The Policy Committee is comprised of representatives of the INCOG region who are eligible to apply for these funds including counties, communities under 1,750 population and communities between 1,750 and 7,000. The Policy Committee provides oversight to the REAP Program and makes recommendations to the INCOG Board of Directors. In developing the INCOG REAP Plan for the 2011/2012 funding year, the REAP Policy Committee made minor revisions to the INCOG REAP plan to reflect changes in Title 62 made during the 2010 legislative session. Application guidelines, including application deadlines, scoring criteria and maximum grant amounts, are addressed in the annual Application Guidelines.

The following regional objectives were established pertaining to the projects to be funded through the REAP Program. Projects receiving funding should: a) enhance economic development; b) promote intergovernmental cooperation; c)

promote and enhance public health and safety; and/or d) implement regional or local plans.

## **REAP GENERAL PROGRAM POLICIES AND GUIDELINES**

Three funding set asides will be provided: one for Community Development projects, one for Transportation and one for matching funds for the CDBG-REAP program offered through the Oklahoma Department of Commerce (ODOC). Funds from the REAP account will be spent on projects as awarded by the INCOG Board of Directors based on an evaluation of the needs of the entity requesting funding considering growth, per capita income, population, fiscal capacity and local effort. The merit of the applications will be evaluated based on cost effectiveness, health, safety and economic impacts, the degree to which the proposed project meets legislative intent and regional objectives and the applicant's readiness to proceed. Specific criteria for each set aside have been established in order to rank the project applications. Applications for the CDBG-REAP set aside will be scored according to the criteria presented in the ODOC CDBG-REAP Application Guidelines.

**Projects will include but not be limited to the following:**

- 1. Rural water quality projects, including acquisition, treatment, distribution and recovery of water for consumption by humans or animals or both;**
- 2. Rural solid waste disposal, treatment or similar projects;**
- 3. Rural sanitary sewer construction or improvement projects;**
- 4. Rural road or street construction or improvement projects;**
- 5. Provision of rural fire protection services and public safety services;**
- 6. Expenditures designed to increase the employment level within the jurisdiction of INCOG;**
- 7. Provision of health care services, including emergency medical care in rural areas;**
- 8. Construction or improvements of telecommunication facilities or systems;**
- 9. Improvements of municipal energy distribution systems;**
- 10. Community buildings, courthouses, town halls, senior nutrition centers, meeting rooms, or similar public facilities.**

**Effective July 1, 2010, at least eighty percent (80%) of any funds distributed to an entity (COG) shall be expended for assets described in categories 1 through 6. The remaining amount of any funds distributed may be expended on assets or purposes described in categories 7 through 10. Further guidance is provided in the attached guidelines developed by the Oklahoma Association of Regional Councils.**

### **Ineligible projects**

- Ineligible projects include activities not encompassed by the 10 eligible project categories and not meeting the statutory population thresholds enumerated previously including:**



- **Consumable goods and office supplies**
- **Personnel costs**
- **Park projects including park maintenance equipment (except community centers and similar public facilities located in parks which are eligible – see #10 above)**
- **Fairgrounds projects (except community centers and similar public facilities located in fairgrounds which are eligible – see #10 above)**
- **Mowers and lawn maintenance equipment**
- **Veterans' memorials**
- **Codification of ordinances**
- **Capital Improvement Plans (CIPs)**
- **Comprehensive (Land use) Plans**
- **Housing projects/programs (demolition, emergency repair, rehabilitation, construction)**
- **County maintenance barns or any other county-wide or district-wide projects for county commission districts with a population of 7,000 or greater**

Projects for the Transportation set-aside shall include road, street and bridge construction and/or transportation-related improvements such as sidewalks and street signs as well as transportation-related drainage improvements. In addition, any vehicles other than emergency vehicles are eligible under the transportation category.

Applications in all set asides which are being submitted in conjunction with an existing or proposed business/economic development opportunity will be required to have letters of commitment from the benefiting businesses regarding intention to locate and/or number of existing or potential jobs.

All funds expended from the INCOG REAP fund shall be made in the same manner as provided by law for the expenditure of other public funds and will be accounted for in the same manner as other public funds. Grantees in the CDBG-REAP program will also be required to comply with ODOC policies and requirements such as low-moderate income benefit, Davis-Bacon wage rates and income surveys.

Funds distributed on behalf of unincorporated areas will be accounted for by the county requesting the funds and accounted for in the same manner as other public funds.

All Projects will meet the approval criteria adopted by the INCOG Board of Directors. In the review and consideration of the applications for financial assistance under the REAP program, INCOG shall give consideration to applicants based on the following general program guidelines:

1. Compliance with the law. The application and proposed project must be found to be in compliance with all applicable and relevant federal, state and local laws and regulations and the applicant must possess all

necessary and incidental legal rights and privileges necessary for project commencement and operation.

2. Eligibility. The applicant must be a qualified entity or represented by a qualified entity and the proposed project must be for a qualified purpose as defined in the REAP plan.
3. Local need, support and priority. The project must be found to be needed in the area to be served and must be found to be sufficient, as proposed, to serve such needs. INCOG shall additionally consider the project's relevant benefit and priority in relation to the needs of other proposed projects and applicants. INCOG shall also consider the extent and degree of local support, interest and commitment in the proposed project.
4. Economic feasibility. INCOG shall consider the overall apparent economic viability and feasibility of the project as a whole.
5. Project feasibility. INCOG shall consider from the engineering data (if required for the project) submitted and other sources available whether the proposed project appears feasible and serves the public interest and welfare.
6. REAP grant amounts and availability of funds. The matching funds for the CDBG-REAP program will be an amount equal to the allocation made by ODOC (should ODOC fund a CDBG/REAP set aside). The balance of INCOG's REAP funds will be divided on a 45%/55% basis between Community Development REAP projects and Transportation REAP projects, respectively. IF ODOC is not funding a CDBG/REAP set aside, INCOG's REAP funds will be split 45%/55% solely between Community Development and Transportation. Total allocations of funds for the Transportation and Community Development categories may be adjusted as a result of re-programmed funds or accrued interest. Any funding balance which remains from one allocation after all projects are funded will be transferred to the other allocation. Applicants are encouraged to request the smallest amount necessary to accomplish the projects.

**RURAL ECONOMIC ACTION PROGRAM**  
**ELIGIBLE INCOG CITIES/TOWNS**  
(Revised July, 2022)

	<b>2020 Population Less Than 1,750</b>	<b>2020 Population 1,750 - 7,000</b>
Creek County:	Depew Kellyville Lawrence Creek Mounds Oilton Slick	Bristow Drumright Kiefer Mannford
Osage County:	Avant Barnsdall Burbank Fairfax Foraker Grainola Osage Prue Shidler Webb City Wynona	Hominy Pawhuska
Muskogee County:		Haskell
Rogers County:	Foyil Jamestown Oologah Talala Valley Park	Chelsea Inola Verdigris
Tulsa County :	Liberty Lotsee Sperry	
Wagoner County:	Fair Oaks Okay Porter Red Bird Tulahassee	

# **INCOG REAP PROGRAM APPLICATION GUIDELINES AND RANKING CRITERIA**

The program guidelines and criteria specific to implementation of the INCOG Rural Economic Action Plan (REAP) Program which were recommended by the REAP Policy Committee and adopted by the INCOG Board are as follows:

## **Application Guidelines**

- 1) Priority will be given to applicants with a population of under 1,750 according to the latest decennial census or Bureau of Census estimates. These entities will receive the maximum number of points. Applicants with a population of 1,750 to 7,000 will be given fewer points. If new census data is released after the due date for applications, all entities eligible at the time applications were released will be deemed eligible for that program year.
- 2) All applications must have approval of the governmental entity submitting the project.
- 3) There will be no pre-determined geographic allocation of funds. All projects will be ranked against each other on a region-wide basis. With the exception of the pre-established need and population criteria utilizing available data, the applications will be ranked relative to each other.
- 4) The cut-off date for the application cycle will be set annually by INCOG in order to allow sufficient time for potential applicants to submit project applications. A municipality may submit one application per category, however, only one project per applicant will be funded. Counties may submit an unlimited number of sponsored applications and three direct applications. No municipalities or sponsored entities with projects that are three years old or older will be allowed to submit an application. The number of direct county applications will be reduced by the number of three year old or older direct open projects.
- 5) The maximum grant for Community Development projects will be \$60,000 for single entity projects. Transportation projects will have a maximum of \$150,000. A grant minimum of \$10,000 is being instituted for Community Development and \$50,000 for Transportation. The maximum for CDBG-REAP will be determined annually by ODOC and must be matched 50%/50% by INCOG REAP funds.
- 6) Only one-time capital-related (construction, equipment or furnishings) expenditures or project-related costs such as preliminary or design engineering or architectural design will be considered as eligible expenses. No general planning, administration or promotional activities will be funded.

- 7) No matching funds will be required, however, applicants may choose to provide local project support in the form of funding, labor and/or materials in order to demonstrate evidence of their commitment to the project.
- 8) An emergency fund may be established at a level of up to 10% of the total annual INCOG allocation to be capitalized from recaptured monies from terminated or closed out projects. Projects being submitted for funding as an emergency must be unforeseen, under a time constraint for completion, a threat to public health and safety and, must otherwise be eligible for REAP funding. Emergency applications will be required to be accompanied by a resolution from the governing body declaring an emergency.
- 9) Construction projects must be located on property owned by or leased to the applicant. In the case of Title 18 and 19 fire departments, the property must be owned by the department, not an individual and a Memorandum of Understanding must be executed with the sponsoring county.

Applicants for the ODOC CDBG-REAP program should refer to the ODOC Application Guidelines for program requirements.

### **Project Implementation**

Close out of funded projects will not be required prior to their contract expiration date in order to apply for the current year's REAP funds. Applications of grantees that have not completed projects in accordance with their contract expiration date will be considered only if the project is closed out prior to the application deadline. Those applicants in the CDBG-REAP program which have an open CDBG grant must submit closeout documents to ODOC in accordance with ODOC submission deadlines.

INCOG management will have the authority to grant minor scope changes to funded projects without prior approval by the REAP Policy Committee or the INCOG Board of Directors.

Grantees of the CDBG-REAP program will have contracts with both ODOC and INCOG. After October 1 of any given year, recaptured money will be rolled over into the new funding year. Grantees may not substitute another project if the original project does not materialize.

### **RANKING CRITERIA**

In order to evaluate the applications submitted to INCOG, the following ranking criteria have been established based on the latest decennial census or Bureau of Census estimates and other available data.

## **COMMUNITY DEVELOPMENT**

### **Need – up to 20 points**

Need will be determined by the applicant's growth rate from 2010 and per capita income compared to the Tulsa Metropolitan Statistical Area (MSA) average. Priority will be given to those applicants who experienced a decline in population in the period. Applicants who grew at a rate in excess of the MSA average will be given second priority and those applicants who experienced growth but at a rate less than the MSA average will be given third priority. Growth for projects in unincorporated areas will be based on the smallest, representative level of census information available rather than county-wide data.

Priority will be given to applicants whose per capita income is less than 67% of the MSA average. Applicants with 67% to 100% of the MSA average will be given second priority.

### **Population - up to 10 points**

Priority will be given to applicants under 1,750 in population with 10 points. Five points will be given to those applicants with a population of 1,750 to 7,000.

### **Cost Per Capita/ or Job Creation/Retention – up to 15 points**

This factor will be derived by allocating the grant dollars to the number of beneficiaries for infrastructure and public safety and service projects to arrive at a grant dollars per capita benefiting from the project. For business/job-related applications, the grant dollars will be divided by the number of jobs created or retained.

### **Fiscal Capacity – up to 5 points**

This will be determined by calculating the per capita sales tax yield per penny for each applicant.

### **Local Effort – up to 10 points (5 points for tax rate; 5 points for match)**

This will be determined based on the level of an applicant's sales tax and other available funding. Municipalities with a sales tax greater than or equal to 4% or a county with a sales tax greater than or equal to 1.50% will be given priority. Those entities which have a sales tax, but at a level less than those listed above will receive fewer points. Additionally, the applicant's efforts toward project implementation such as cooperative agreements, public-private partnerships, bond issues and, to a lesser extent, community fundraising and volunteer efforts will be taken into



consideration. Applicants must provide written documentation of the level of local participation including assistance from other jurisdictions.

**Impact – up to 15 points**

The health and safety and/or economic impact of the project will be considered relative to the other applications received.

**Legislative Intent/Regional Objectives – up to 8 points – two points for each**

The extent to which a project meets the intent of the legislation and regional objectives contained in the INCOG REAP Plan will be evaluated.

**Readiness to Proceed – up to 5 points**

The applicant will be asked to provide an anticipated start date. Those applications which are the most ready to proceed will receive priority. Applicants will be required to provide written documentation of the level of readiness to proceed.

**Grant Amount – up to 5 points**

Applications requesting \$10,000 to \$20,000 will receive 5 points.  
Applications requesting \$20,001 to \$30,000 will receive 4 points  
Applications requesting \$30,001 to \$40,000 will receive 3 points  
applications between \$40,001 and \$50,000 will receive 2 points,  
Applications between \$50,001 and \$60,000 will receive 1 point

## **TRANSPORTATION**

The transportation set-aside will use the same criteria definitions and point scale as community development in the categories of population, fiscal capacity, cost per capita, local effort and readiness to proceed. In addition, the following transportation-specific criteria will be applied:

### **Grant Amount - 5 points**

Applications requesting \$50,000 to \$70,000 will receive 5 points.  
Applications requesting \$70,001 to \$90,000 will receive 4 points.  
Applications between \$90,001 and \$110,000 will receive 3 points;  
Applications between \$110,001 and \$130,000 will receive 2 points;  
Applications from \$130,001 to \$150,000 will receive 1 point.

### **Impacts - 15 points**

Applicants will receive up to fifteen points for impacts such as direct access to state highways, direct access to existing or planned employment centers, elimination of hazards and other impacts.

## **CDBG-REAP**

Criteria for the CDBG-REAP program are outlined in the ODOC CDBG-REAP Application Guidelines.

The general policies, program guidelines and criteria set forth above are intended to constitute general guidelines and standards for application and review and consideration by INCOG. These criteria shall not be deemed exclusive and in all instances each application and project must be reviewed and considered on its own individual merits.

The criteria and standards set forth shall accordingly be interpreted and applied so as to allow sufficient flexibility in the ultimate exercise of INCOG's judgment and discretion. All projects that meet the guidelines of Oklahoma Statutes, Section 2008 of Title 62 will be reviewed and rated.

Decisions on funding projects and amounts is at the sole discretion of INCOG. The INCOG Board of Directors also reserves the right to modify the REAP Plan and application guidelines in whole or any part to comply with federal, state, and local laws and regulations. The INCOG Board of Directors also reserves the right to modify the REAP Plan and Application Guidelines to meet current and future needs of the entities it serves.

**Oklahoma Association of Regional Councils  
Recommended Guidelines for Administration of  
the Rural Economic Action Program**

***Approved by OARC July 28,  
2010***

***Amended March 7,  
2011***

House Bill 3291 approved by the Legislature and signed into law by the Governor enacts changes to the Oklahoma Rural Economic Action Program. These guidelines have been developed by the Oklahoma Association of Regional Councils to provide guidance and encourage consistency in the administration of the REAP Program by Oklahoma's 11 regional councils.

According to the newly enacted REAP legislation, 80% of REAP funds must be spent for projects appearing in the first six (6) categories listed below. The project categories and the types of projects listed under each category is not intended to be exhaustive but to provide examples for projects that can be funded under each category. REAP statutory language appears in **bold** font. Clarification language appears in *italicized* font. Examples appear in regular font.

1. **Rural water quality projects, including: acquisition, treatment, distribution, and recovery of water for consumption by humans or animals or both, including but not limited to the following projects for planning, engineering, design construction, rehabilitation, reconstruction, and equipment for operation or maintenance of water systems:**
  - a. Land acquisition for water projects
  - b. Costs for planning, engineering, and designing water projects
  - c. Costs for hydraulic testing and analysis
  - d. Wells, test wells, well houses, blending stations, chlorine booster stations, water towers, standpipes, water storage tanks, pump houses, water treatment plants, security fencing, and other water related structures
  - e. Waterlines, pumps, pressure booster pumps, transfer pumps, motors, valves, shut off valves, fire hydrants, water meters, master meters, emergency generators, metal detectors to locate pipes, filters filter media, water chlorinator, telemetry monitoring system with alarms, or other water related equipment or parts
  - f. Backhoes, trenchers or other water related vehicles required to install or maintain water systems
  - f. Equipment for Conservation District projects through eligible sponsors (*added by amendment – 37iJ2rJ11*)
2. **Rural solid waste disposal, treatment or similar projects including but not limited to the following projects for planning, engineering, design, construction, rehabilitation, reconstruction, and equipment for operation, or maintenance of solid waste systems:**
  - a. Land acquisition for solid waste projects
  - b. Costs for planning, engineering and designing solid waste projects

- c. Collection facilities, landfills, transfer stations and other solid waste related structures
  - d. Packer trucks and other solid waste related vehicles
  - e. Dumpsters, poly carts and other solid waste related equipment
3. Rural sanitary sewer construction or improvement projects *including but not limited to the following projects for planning, engineering, design, construction rehabilitation, reconstruction, and equipment for operation, or maintenance of sanitary sewer systems:*
- a. Land acquisition for sanitary sewer projects
  - b. Costs for planning, engineering and designing sanitary sewer systems
  - c. Sanitary Sewer Evaluation Survey (SSES), smoke testing, in-line camera inspection, flow monitoring, manhole evaluations, and other sanitary sewer related testing
  - d. Lagoons, transfer stations, treatment facilities and other sanitary sewer related structures
  - e. Sewer lines, force mains, interceptor lines, lift stations, lift pumps, pumps, center pivot irrigation systems and parts, rip rap, emergency generators, pipe locators, high pressure hoses, debris screens, clarifier and trickling filters, diffused aeration system, bentonite for lagoons, grinder pumps, grinders, lagoon baffles, aerators, lagoon liners, and other sanitary sewer related equipment or parts
  - f. Sewer rodding machines, high pressure sewer jet, trenchers, or other sanitary sewer related vehicles
4. Rural road or street construction or improvement projects *including but not limited to the following projects for planning, design, construction, rehabilitation, reconstruction or resurfacing roads, streets, bridges and sidewalks and equipment to operate and maintain such facility:*
- a. Costs for planning, engineering and designing roads, streets, bridges and ADA compliant sidewalks
  - b. Concrete, asphalt, chip and seal, and other road and street related material
  - c. County maintenance shops and other road and street related structures
  - d. Road easement purchases
  - e. Sidewalks with ADA compliant crosswalks, curb and guttering, pavement markings, drainage improvements, parking lots and other similar projects
  - f. Traffic signals and signs, street signs, school crossing signals and signs, street lights, culverts, and other road and street related equipment
  - g. Dump trucks, laydown machines, graders, dozers, loaders and other road and street related vehicles
5. Provision of rural fire protection services and public safety services *including but not limited to the following projects for buildings, vehicles, equipment for rural fire protection, law enforcement, emergency management, and 9-1-1 services:*
- a. Land acquisition for fire stations, police stations, emergency shelters, animal shelters or other fire protection or public safety services related projects

- b. Costs for planning, engineering, and designing fire stations, police stations, storm shelters, animal shelters, or other fire protection or public safety services related projects
  - c. Costs for construction, expansion, rehabilitation, refurbishment, or other building expenses for fire stations, police stations, emergency shelters, animal shelters, or other fire protection or public safety services related projects
  - d. Storm siren and tower, emergency radios, emergency portable radios, emergency pagers, emergency generators, automatic electronic defibrillator (AED), rescue tools, compressor system, jaws of life, air tanks, and other fire protection or public safety services related equipment
  - e. Pumpers, trucks, tanker trucks, tanker tenders, grass rigs, brush trucks, wildland fire trucks, skid steers and other fire protection services related vehicles
  - f. Sirens, lightbars, ladders, hose, skid steer attachments, fire swatters, nozzles, ventilation fans, skid units, water tanks, pond drop buckets, rescue saws, jaws of life, and other fire services equipment for fire protection related vehicles
  - g. Self-contained breathing apparatus (SCBAs), Cascade SCBA refilling station, air-packs and carbon cylinders, personal alert safety system (PASS) devices, bunker gear, or other personal protection equipment for fire protection services personnel
  - h. Police cars, animal control trucks, lake patrol rescue boat and other related public safety services related vehicles
  - i. Sirens, lightbars, prisoner transport partitions, radars, in-car video cameras, animal control transport boxes, shotgun racks, spotlights, and other public safety services vehicle equipment
  - j. Costs for planning, engineering and system development for 911 services including designing 911 call centers, dispatch centers and telecommunication facilities or systems
  - k. Costs for installing, constructing, reconstructing, or otherwise improving 911 call centers, dispatch centers, and telecommunication facilities or equipment
  - l. Interoperable emergency communication radio system, 911 addressing, call center radio equipment, call center computers required for dispatching (no office computers), call center Computer Aided Dispatch (CAD) software, 911 wiring or cables, emergency generator, repeaters and other 911 related equipment
6. Expenditures designed to increase the employment level within the jurisdiction of the entity *including but not limited to the following provided there is a nexus to increased employment levels:*
- a. Land acquisition for business or economic development
  - b. Costs for planning, engineering, and designing buildings or industrial parks for business and economic development
  - c. Costs for construction, expansion, rehabilitation, refurbishment, hazard mitigation or other building expenses for business and economic development
  - d. Feasibility or market studies and plans

- e. Costs for installing, constructing, reconstructing or otherwise improving water, sanitary sewer, rail spur and roads and streets to or within an Industrial park
  - f. Business incubators
7. Provision of health care services, including emergency medical care, in rural areas *including but not limited to:*
- a. land acquisition for hospitals, emergency care centers and other health care and emergency medical care related projects
  - b. Costs for planning, engineering and designing hospital, helo-pads, health care facilities or emergency care facilities
  - c. Costs for construction, expansion, rehabilitation, refurbishment, or other building expenses for health care services and emergency care facilities
  - d. Equipment for telemedicine and other health and medical programs
  - e. Ambulances and other emergency medical care vehicles
  - f. Automatic electronic defibrillator (AED), transport ventilator, gurney, and other non- consumable equipment for outfitting ambulances and other emergency medical care vehicles
8. Construction or improvement of telecommunication facilities or systems *including but not limited to:*
- a. Wireless equipment and devices, broadband equipment and devices, optic fiber and other telecommunication related equipment
  - b. Telephone systems including system equipment
9. Improvement of municipal energy distribution systems *including but not limited to:*
- a. Costs for planning, engineering, and designing municipal system distribution structures and systems
  - b. Costs for installing, constructing, reconstructing or otherwise improving electric substations and other municipal energy distribution structures and systems
  - c. Poles, wire, switches, voltage regulators, conductors, transformers, natural gas lines, gas meters, and other municipal energy distribution system equipment
  - d. Aerial bucket trucks and other municipal energy distribution system vehicles
10. Community buildings, courthouses, town halls, senior nutrition centers, meeting rooms or similar public facilities *including but not limited to the following projects for planning design, construction, rehabilitation, and furnishings, fixtures and equipment for community building, including courthouses, town halls, senior nutrition centers, community centers, libraries, and fairgrounds, including but not limited to:*
- a. Costs for planning, engineering and designing public buildings and facilities
  - b. Costs for constructing, reconstructing, rehabilitating, hazard mitigation or otherwise improving public buildings and facilities, including land acquisition
  - c. Sound systems, heat/air condition units, electrical system upgrades, security cameras, security fencing, elevator, ceiling fans, kitchen equipment (senior nutrition centers and community centers only), and other furniture, fixtures and equipment for public buildings and facilities



- d. lighting, parking lots, sidewalks, septic systems , fire sprinkler system, alarm systems, emergency generator, parking blocks, security fencing and other related public building and facilities related projects
- e. Libraries and park pavilions





Regional Partners — Regional Solutions

2 West Second Street Suite 800 | Tulsa, OK 74103 | 918.584.7526 | [www.INCOG.org](http://www.INCOG.org)

## **FY 2024 REAP Application Checklist**

Application \_\_\_\_\_

REAP Project Budget Form \_\_\_\_\_

Resolution \_\_\_\_\_

Cost Estimate \_\_\_\_\_

Project Map \_\_\_\_\_

Excerpt from Capital Improvement (CIP) or Long-Range Plan \_\_\_\_\_

Copy of Consent Order or Notice of Violation \_\_\_\_\_



# INDIAN NATIONS COUNCIL OF GOVERNMENTS (INCOG)

## Rural Economic Action Plan (REAP) Application

### COMMUNITY DEVELOPMENT - FY 2024

#### I. APPLICANT INFORMATION

A. Name: \_\_\_\_\_ County: \_\_\_\_\_

B. Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

C. Applicant's Chief Elected Official: \_\_\_\_\_

D. Applicant's Contact Person (if other than chief elected official):

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

E. Population (for City/Town/Unincorporated Area of County): \_\_\_\_\_  
(Based on most recent Decennial Census information)

Total number of people benefiting from project: \_\_\_\_\_

#### II. PROJECT INFORMATION:

A. Detailed Project Description (refer to the description in your engineering report or detailed budget for assistance): \_\_\_\_\_

\_\_\_\_\_

B. Project Location (attach map of target area): \_\_\_\_\_

\_\_\_\_\_

C. Amount of Grant Request (REAP \$): \_\_\_\_\_

Total Project Cost (all sources of funding): \_\_\_\_\_

D. Anticipated Project Start Date (Assume contract award Jan 2024, # of days after contract award): \_\_\_\_\_

E. Detailed Project Budget (Form attached)

F. Attach cost estimate(s) (ex. Catalog pages, Engineering Estimate, County Quote, other quotes, etc.).

**Rural Economic Action Plan (REAP) Application**  
**COMMUNITY DEVELOPMENT - FY2024**

G. Check all items (that apply) and have been accomplished to date:

\_\_\_ Engineering Report or Cost Estimate

\_\_\_ Quotes

\_\_\_ Other \_\_\_\_\_

**III. REGIONAL OBJECTIVES (2 pts each)**

A. Does the project promote public health and safety? (Including do you have a Consent Order or Notice of Violation?) ☐ Yes ☐ No If yes, -please explain and provide a copy of the Consent Order or Notice of Violation, if applicable..

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B. Does the project enhance economic development (e.g. adds permanent jobs, brings in new business)? ☐ Yes ☐ No If yes, please explain:

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C. Does the project promote intergovernmental cooperation? ☐ Yes ☐ No If yes, please explain:

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D. Is the project included in regional or local plans such as a comprehensive plan, strategic plan, capital improvement plan (CIP), hazard mitigation plan or similar plans?

☐ Yes ☐ No If yes, please provide documentation and list the name of the plan.

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**Rural Economic Action Plan (REAP) Application**  
**COMMUNITY DEVELOPMENT - FY2024**

**IV. PROJECT IMPACT (Up to 15 points total)**

A. Explain Health and Safety Impact (e.g. Water/sewer line improvements, emergency preparedness, fire projects, etc.):

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B. Please describe any other impacts your project may have:

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**V. LOCAL EFFORT (not required, but up to 5 points are awarded for match)**

A. Please describe additional local resources such as local funds, labor and materials, etc. and list below. (including Community/ County labor and equipment)

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B.	Non-REAP Source*	Non-REAP Funding Amount
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	<hr/>	<hr/>
	<hr/>	<hr/>
	<hr/>	<hr/>

\*Sources may be local funds, other grant funds, volunteer labor (list # of hours at \$10/hour) or donated materials (give actual or estimated worth).



# INDIAN NATIONS COUNCIL OF GOVERNMENTS (INCOG)

## Rural Economic Action Plan (REAP) Application

### TRANSPORTATION - FY2024

#### I. APPLICANT INFORMATION

- A. Name: \_\_\_\_\_ County: \_\_\_\_\_
- B. Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_
- C. Applicant's Chief Elected Official: \_\_\_\_\_
- D. Applicant's Contact Person (if other than chief elected official):  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_  
E-mail: \_\_\_\_\_
- E. Population (for City/Town/Unincorporated Area of County): \_\_\_\_\_  
(Based on most recent Decennial Census information)

#### II. PROJECT INFORMATION:

- A. Detailed Project Description (refer to the description in your engineering report or detailed budget for assistance): \_\_\_\_\_  
\_\_\_\_\_
- B. Project Location (attach map of target area): \_\_\_\_\_  
\_\_\_\_\_
- C. Amount of Grant Request (REAP \$): \_\_\_\_\_  
Total Project Cost (all sources of funding): \_\_\_\_\_
- A. Anticipated Project Start Date (Assume contract award Jan 2024, # of days after contract award): \_\_\_\_\_
- E. Total number of people benefiting from project\* (ex. Traffic Count): \_\_\_\_\_

\*Actual number of Individuals benefiting from the project (might be different than the total population)

**Rural Economic Action Plan (REAP) Application**  
**TRANSPORTATION - FY2024**

F. Detailed Project Budget (Form attached)

**III. REGIONAL OBJECTIVES (2 pts each)**

A. Does the project enhance economic development (ex. adds permanent jobs, brings in new business)? ☐Yes ☐No **If yes, please explain:**

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B. Does the project promote intergovernmental cooperation? ☐Yes ☐No **If yes, please explain:**

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C. Does it promote public health and safety? ☐Yes ☐No **If yes, please explain:**

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D. Is the project included in regional or local plans such as a comprehensive plan, strategic plan, capital improvement (CIP) plan, hazard mitigation plan, or similar plans? ☐Yes ☐No

**If yes, please provide documentation and list the name of the plan.**

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**IV. TRANSPORTATION PROJECT IMPACT (5 points each)**

A. Does it improve direct access to State Highway System? (explain):

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B. Does it provide direct access to an existing or planned employment center (ex. hospital, industrial park, commercial district)? Please describe and quantify to the extent possible:

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**Rural Economic Action Plan (REAP) Application**  
**TRANSPORTATION - FY2024**

C. Does it eliminate safety hazards? (please describe) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**V. LOCAL EFFORT (not required, but up to 5 points are awarded for match)**

A. Narrative of local effort in the project/area (including Community/ County labor and equipment):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Non-REAP Source\*

Non-REAP Funding Amount

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*\*Source may be local funds, other grant funds, volunteer labor (list # of hours at \$10/hour) or donated materials (give actual or estimated worth). If the use of county crews and/or equipment is planned, please provide an estimate from the county.*



Detailed Line Item Budget REAP;

Description of Activities	REAP \$\$	Leverage Sources			Total \$\$
		Local \$	(Other)	(Other)	
	\$	\$	\$	\$	\$
		\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
TOTAL PROJECT BUDGET:					
	\$	\$	\$	\$	\$





## RESOLUTION \_\_\_\_\_

AUTHORIZING APPLICATION FOR RURAL ECONOMIC ACTION PLAN  
GRANT FROM THE INDIAN NATIONS COUNCIL OF GOVERNMENTS  
(INCOG)

WHEREAS, the State of Oklahoma has made funds available to certain  
communities through the Rural Economic Action Plan; and

WHEREAS, these funds are to be applied for through the Indian Nations Council  
of Governments for **community/economic development** and **transportation**  
projects; and

WHEREAS, it is in the best interest of the citizens of \_\_\_\_\_ to  
expedite the preparation and submission of an application for financial assistance  
from the Rural Economic Action Plan Fund in the form of a grant

NOW THEREFORE, BE IT RESOLVED that the \_\_\_\_\_ is hereby  
authorized and directed to sign a resolution and related documents necessary to  
file and process a grant application with INCOG on behalf of the Town of  
Springfield.

PASSED AND APPROVED by the \_\_\_\_\_ this \_\_\_\_\_ day  
of \_\_\_\_\_ 2023..

(Governing Body)

By (Signature): \_\_\_\_\_

\_\_\_\_\_  
Typed Name and Title

SEAL

ATTEST:

\_\_\_\_\_



# SAMPLE

## RESOLUTION \_\_\_\_\_

AUTHORIZING APPLICATION FOR RURAL ECONOMIC ACTION PLAN  
GRANT FROM THE INDIAN NATIONS COUNCIL OF GOVERNMENTS  
(INCOG)

WHEREAS, the State of Oklahoma has made funds available to certain  
communities through the Rural Economic Action Plan; and

WHEREAS, these funds are to be applied for through the Indian Nations Council  
of Governments for **community/economic development** and **transportation**  
projects; and

WHEREAS, it is in the best interest of the citizens of Springfield, OK to expedite  
the preparation and submission of an application for financial assistance from the  
Rural Economic Action Plan Fund in the form of a grant

NOW THEREFORE, BE IT RESOLVED that the Mayor is hereby authorized and  
directed to sign a resolution and related documents necessary to file and process  
a grant application with INCOG on behalf of the Town of Springfield.

PASSED AND APPROVED by the Springfield Board of Trustees this 18th day of  
August, 2023.

Town of Springfield Board of Trustees

By: \_\_\_\_\_

\_\_\_\_\_  
Jane Doe, Mayor  
Typed Name and Title

SEAL

ATTEST:

\_\_\_\_\_

