O.E.D.A.

Oklahoma
Economic
Development
Authority

Proudly serving our communities in Northwest Oklahoma.

FY2025 Rural Economic Action Plan Grant Program Plan

OEDA & SERVICE AREA

The Oklahoma Economic Development Authority (OEDA) is a council of governments voluntarily coming together to work on common interests for the greater economy of each entity and the benefit of all. The membership is made up of Beaver, Cimarron, Dewey, Ellis, Harper, Texas, Woods and Woodward counties, and all cities and towns and conservation districts having some jurisdiction within those counties.

OEDA was formed as a result of Oklahoma Senate Bill 290 adopted by the Oklahoma Industrial Development Park Commission, December 9, 1970, and an Executive Order signed by Governor David Hall on May 21, 1971.

The OEDA region contains over 69,328 residents and covers an area of approximately 11,484 square miles.

Cities and towns with a population of less than 7,000 that lie within the OEDA region:

BEAVER COUNTY
Beaver	1,280
Forgan	450
Gate	60
Knowles	6

CIMARRON COUNTY
Boise City	1,166
Keyes	276

DEWEY COUNTY
Camargo	193
Leedey	415
Oakwood	74
Putnam	30
Seiling	850
Taloga	288
Vici	611

ELLILS COUNTY
Arnett	495
Fargo	312
Gage	433
Shattuck	1,249

HARPER COUNTY
Buffalo	1,039
Laverne	1,223
May	29
Rosston	52

TEXAS COUNTY
Goodwell	951
Hardesty	205
Hooker	1,802
Optima	338
Texhoma	856
Tyrone	729

WOODS COUNTY
Alva	5,028
Dacoma	109
Freedom	174
Waynoka	708

WOODWARD COUNTY
Fort Supply	317
Mooreland	1,178
Mutual	63
Sharon	133

Counties with a population of less than 7,000 that lie within the OEDA region:

<u>BEAVER COUNTY</u>	<u>CIMARRON COUNTY</u>	<u>DEWEY COUNTY</u>
Population – 5,049	Population – 2,296	Population – 4,484
Per District – 1,683 (approx.)	Per District – 765 (approx.)	Per District – 1,495 (approx.)
<u>ELLIS COUNTY</u>	<u>HARPER COUNTY</u>	<u>TEXAS COUNTY</u>
Population – 3,749	Population – 3,272	Population – 21,384
Per District – 1,250 (approx.)	Per District – 1,091 (approx.)	Per District – 7,128 (approx.)
<u>WOODS COUNTY</u>	<u>WOODWARD COUNTY</u>	
Population – 8,624	Population – 20,470	
Per District – 2,875 (approx.)	Per District – 6,823 (approx.)	

<u>FY2025 DETAILED LINE ITEM BUDGET</u>

Upon receiving notification from the Oklahoma Department of Commerce/Community Development, we are pleased to announce that the State Rural Economic Action Plan (REAP) Program has been funded for SFY25. OEDA has been awarded the following amounts:

Planning Income (Administration)	Pass Through Income (Project Funding)	Total Funding
$136,363.64	$2,590,909.09	$2,727,272.73

<u>ELIGIBLE & INELIGIBLE PROJECTS</u>

Funds from the REAP account will be spent on projects determined by public input to the OEDA and an evaluation of the financial needs of the eight-county area. Items used to rate projects will include, but are not limited to, considering employment conditions, income levels, utility rates, and indebtedness. Public meetings will be held and suggestions will be accepted from legislators, elected officials, and other interested parties.

In following Oklahoma Statutes, Section 2008 of Title 62, as amended by HB 3291, 52nd Legislature, Second Regular Session 2010, all projects must fall into one of the following ten (10) activities to be considered eligible for funding:

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 for rural fire protection services and public safety services;
6. Expenditures designed to increase the employment level within the jurisdiction of the entity;
7. Provision of health care services, emergency medical care, in rural areas;
8. Construction or improvement of telecommunication facilities or systems;
9. Improvements of municipal energy distribution systems, and
10. Community buildings, courthouses, town halls, senior nutrition centers, meeting rooms or similar public facilities.

At least eighty percent (80%) of all funds expended shall be for projects that fall under activities 1-6 as set forth above.

Ineligible projects include, but are not limited to:
1. Consumable goods, office supplies, and personnel costs.
2. Park projects including park maintenance equipment (except community centers and similar public facilities located in parks which are eligible).
3. Fairgrounds projects (except community centers and similar public facilities located in fairgrounds which are eligible).
4. Mowers and lawn maintenance equipment.
5. Veterans memorials.
6. Conservation District projects.
7. Codification of ordinances, capital improvement plans (CIPs), comprehensive (land use) plans.
8. Housing projects/programs (demolition, emergency repair, rehabilitation, construction).
9. Counties can only apply for projects that deal with ADA compliance needs at courthouses.

All funds expended from the OEDA 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.

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

APPROVAL & RATING CRITERIA
All projects will meet the approval criteria adopted by the OEDA Board of Directors. In the review and consideration of the applications for financial assistance under the REAP

program, the OEDA Board of Directors shall give consideration to the following criteria for application approval:

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 the project commencement and operation.
2. **Eligibility**. The applicant must be a qualified entity and the proposed project must be for a qualified purpose as defined in this REAP plan. Proposed projects for unincorporated areas must secure a qualified governmental entity as their grant applicant. The REAP statutes allow projects to be performed only by counties, cities or towns. In addition, counties, cities and towns must perform the project themselves through their purchasing procedures. **They cannot simply transfer the funds to another entity for them to perform the project.**
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. OEDA shall additionally consider the project's relevant benefit and priority in relation to the needs of other proposed projects. OEDA shall also consider the extent and degree of local support, interest, and commitment in the proposed project. The OEDA Board of Directors has adopted, and reserves the right to change, a project category list as shown in ***Attachment A***.
4. **Availability of other assistance**. The OEDA Board of Directors shall consider the feasibility and availability of alternative sources of revenue which could be obtained and utilized by the applicant for project financing.
5. **Economic feasibility**. The OEDA Board of Directors shall consider the overall apparent economic viability and feasibility of the project as a whole.
6. **Project feasibility**. The OEDA Board of Directors 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.
7. **REAP grant amounts and availability of funds**. Applicants are encouraged to request the smallest amount necessary to accomplish the projects. Should ODOC fund a CDBG/REAP set-aside, the matching funds for the OEDA REAP program will be an amount equal to the allocation made by ODOC.
8. OEDA is statutorily required to allocate at least 80% of total project funds to the statutory categories one through six. In the event initial scoring does not fulfill this obligation OEDA reserves the right to apply additional scoring criteria to ensure compliance with the state statutory project allocation requirements for funding.

The criteria and standards set forth in this section shall accordingly be interpreted and applied so as to allow sufficient flexibility in the ultimate exercise of OEDA's judgment and

discretion. All projects that meet the guidelines of Oklahoma Statute Title 62 Section 2001 et seq. will be reviewed and rated. See score sheet, _**Attachment B**_.

CDBG-REAP program criteria will follow both the OEDA REAP requirements as well as those outlined in the ODOC CDBG-REAP Application Guidelines.

PROJECT DECISIONS

Decisions on funding projects and amounts are at the sole discretion of the OEDA Board of Directors. The OEDA Board of Directors also reserves the right to modify this plan, in whole or any part, to comply with federal, state, and local laws and regulations. The OEDA Board of Directors also reserves the right to modify this plan to meet current and future needs of the entities it serves.

GRANT RECIPIENT PROJECT MONITORING

The main objective for the OEDA monitoring tool is to provide assistance to the grantee in carrying out their responsibilities under the OEDA Rural Economic Action Plan Grant Program Plan. It is viewed not as a once a year or periodic exercise, but as an ongoing process involving continuous communication and evaluation.

The OEDA monitoring tool will be completed for each funded project through two processes: Desktop Monitoring and Physical Monitoring. Projects receiving a Physical Monitoring represent at least 30% of the funded projects. Selection for this category include projects that have a tie to the Community Development Block Grant (CDBG) in either the CDBG/REAP grant or REAP funds used as leverage with a CDBG or any other federally funded program. If the project selection has not reached the proper percentage then the highest funded projects will be added to achieve the proper percentage. Projects receiving a Desktop Monitoring represent the remainder of the funded projects. Projects selected for this category are those not chosen for Physical Monitoring. See _**Attachment C**_ for the OEDA REAP Monitoring Tool.

In the event of an unforeseen pandemic, natural disaster, or any other event making it unsafe for OEDA staff to travel due to health and/or safety concerns, a desktop monitoring will be conducted in lieu of a physical monitoring.

FY25 Project Category List

Points will be awarded for projects in these 5 categories.
Categories listed in priority level. Number one is highest priority down
to number five being the lowest priority.

1. INFRASTRCTURE IMPROVEMENTS:
   Any water, wastewater, street, electrical, or gas project. Engineering and architect fees will be allowable only if tied to a CDBG application, or the REAP application is not for just engineering and/or architect expenses only. Inspection, maintenance and administrative fees are non-allowable costs. Those projects under Oklahoma Department of Environmental Quality (ODEQ) consent order will be given additional priority points in this category.

2. EMERGENCY SERVICES:
   Fire, police, healthcare and EMS, which includes vehicles, buildings, and equipment, storm shelters, storm sirens etc. Provision of rural protection services and public safety services.

3. ECONOMIC DEVELOPMENT:
   The project creates jobs, increases population, housing construction, or can exhibit an increased or positive financial impact on the local economy; such as increases to tax revenue, utility sales etc.

4. AMERICAN'S WITH DISABILITIES ACT (ADA):
   Projects that will provide handicapped accessibility to any municipal facility.

5. OTHER:
   Any other type of project will be prioritized in this order:
   A. MUNICIPAL: Construction or improvements to city building, purchase of equipment, tractors, backhoes, paving of parking lots, utility vehicles, etc.

   B. BUILDINGS: Community buildings, senior nutrition centers, meeting rooms or similar public facilities (libraries, museums).

   C. PARKS: Pavilions only.

Entity: _____   Score: _____

County: _____   Project: _____

A. Project Category (max. 60 points)		Points Earned
1. Infrastructure Improvements	60 pts.	
2. Emergency Services	40 pts.	
3. Economic Development	35 pts.	
4. American's with Disabilities Act (ADA)	25 pts.	
5. Other (Gov't Bldgs; Comm Center; Sr Center; Equipment; Park Pavilion)	10 pts.	

B. Population (max. 20 pts)			Points Earned
0 - 1,000	20 pts		
1,000 - 2,000	17 pts		
2,001 - 3,000	14 pts		
3,001 - 4,000	10 pts		
4,001 - 5,000	7 pts		
5,001 - 6,000	5 pts		
6,001 - 7,000	3 pts		

C. Requested Grant Amount (max. 0 pts)			Points Earned
$10,000 or less	0 pts		
$10,001 - $22,500	-2 pts		
$22,501 - $35,000	-4 pts		
$35,001 - $47,500	-6 pts		
$47,501 - $60,000	-8 pts		
$60,001 +	-10 pts		

D. Leverage and Need (max. 50 pts)		$		Points Earned
Local Contributions	CIP Project		Consent Order	
10% 5 pts	Mandatory 10 pts		15 pts	
11-20% 10 pts	Essential 8 pts		SCORE: _____	
21-30% + 15 pts	Desirable 6 pts			
	Deferrable 4 pts		Justification of Need	
	Have CIP 2 pts		0-10 pts	
SCORE: _	SCORE: __		SCORE: _____	

E. Prior REAP Grant (max. 25 pts)		Points Earned
1. Did not receive FY24 grant (15 pts)	_____	
2. Prior project completed in a timely manner (0 - 10 pts)	_____	

TOTAL POINTS EARNED (155 pts maximum): _____

OEDA REAP MONITORING TOOL

REAP Recipient **Contract #** **Monitoring Type** (Circle One)

_____ _____ Desktop   Physical

1. PROGRAM MANAGEMENT	Yes	No	N/A	Initials	Date	Comments
Application Packet: Typed Application, Resolution, Professional Cost Estimate, Procurement Policy, Before Photos, Audit						
REAP Award Letter						
Executed OEDA Contract						
Contract Extension Requests/Approval Letters						
Project Modification Requests/Approval Letters						
2. OPERATIONAL MONITORING	**Yes**	**No**	**N/A**	**Initials**	**Date**	**Comments**
Procurement Policy Followed?						
Bid/Solicitation Documentations: Bid Advertisements, Bids or Quotes, Bid Tabulation						
Governing Body Board Minutes of Contract Award						
If Applicable, Engineer Agreement and/or Contractor Agreement						
Pre-Construction Conference Documentation						
3. CLOSEOUT	**Yes**	**No**	**N/A**	**Initials**	**Date**	**Comments**
Closeout Documentation: Affidavit Certifying REAP Project Completion (Inventory or Infrastructure), Project Complete Minutes, After Photos.						
If Applicable, OEDA Field Observation						
REAP Inventory Tracking Form Started						
REAP Recipient Proof of Insurance Addition						
4. FINANCIAL MANAGEMENT	**Yes**	**No**	**N/A**	**Initials**	**Date**	**Comments**
REAP Ledger Sheet in file						
OEDA Request for Payment Form for each transaction						
Invoices for each transaction						
Purchase Order or Minutes approving each transaction						
Verify the use of leverage funds						
Bank Statements: OEDA Check Deposits and Payment Check Cleared						
Current Audit						

SUMMARY OF MONITORING ACTIVITY

OEDA Representative: _____ Date: _____

Entity Representative: _____ Date: _____