

Non-Tribal/Community Member Funeral Program

Assisting Enrolled PGST Family Members with Funerals, Memorials, or Celebrations of Life.

This program provides financial assistance deemed necessary to promote social welfare, self - determination and is of cultural and historical significance to the Port Gamble S'Klallam Tribe (PGST).

This Program complies with GW guidelines and qualifies as a taxable exempt service (See the Tribal General Welfare Exclusion Act of 2014 Internal Revenue Code 139E).

This program applies to all enrolled PGST families with an immediate family member which is not an enrolled PGST member, funeral, memorial or celebration of life expenses and or service.

The PGST has a contract with Cook Family Funeral Home, located on Bainbridge Island, and prefers families to work with them if living inside Kitsap County. Families residing outside of Kitsap County must provide the name and contact information of the designated funeral home to the Special Projects Coordinator or designee.

1. Special Projects Coordinator Serves As The PGST Funeral Coordinator

The Special Projects Coordinator works with the Family Planner and will

- Provide the Family Planner with a Funeral Packet.
- Obtain documentation from the family and verify a need.
- Contact the Funeral Home Director.
- Verify tribal affiliation with a PGST family.
- Obtain, complete and submit all in-house forms.
- Notify Legal Assistant, IT Dept., and Maintenance Dept. when a service will be held on Tribal grounds.

2. Funeral, Memorial or Celebrations of Life services may be financially assisted up to \$1,500.00

Enrolled PGST families may be eligible for financial assistance, up to \$1,500.00 for funerals, memorials or celebrations of life towards funeral home expenses.

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3. Payment Must Be Approved And Paid Directly To Vendors

All payments must be authorized and approved by the Special Projects Coordinator. All payments will be paid directly to the vendor. Reimbursements must be pre-approved in writing, by the Special Projects Coordinator or designee.

4. In-Kind Services Are Available Only When Services Are Held On The PGST Reservation

In-kind services may include

- Use of Tribal Gym/Kitchen at no fee.
- Memorial Cards.
- Paper Plates, Cups, Napkins, Plastic Utensils and Plastic Tablecloths'.
- Maintenance Set-up/Clean-up.
- Slide Show, up to 100 pictures, and up to 5 songs.

5. Fundraising Funds and Donation Jars Will Be Received In With The Accounts Receivable Clerk And Applied To Expenses Not Covered Or Exceeding The Tribe's Assistance

When a family fundraises to cover expenses not covered by the Tribe, the funds must be receipted in with the PGST Accounts Receivable Clerk. The fundraiser funds will

- First be applied to any outstanding balances on funeral expenses through the Tribe's accounting department.
- Either reimbursed to the Next of Kin or donated to the Rocky Wellman Memorial Fund.

The Wellman family started up the Rocky Wellman Memorial Fund in spring of 2012. These funds are used to assist other families when the costs exceed the financial assistance the PGST provides or when a family can show proof that there is still a financial need and are awarded as funds are available. Please consider donating all or a portion of any Fundraising Funds to this Memorial Fund to help others in their time of need.