

RETURN TO: Family Assistance Program
31912 LITTLE BOSTON ROAD NE
KINGSTON, WA 98346

Port Gamble S'Klallam Tribe
Tribal Emergency Food Voucher Program (TEFVP)
COVID-19 Assistance

This application is for enrolled members of the Port Gamble S'Klallam Tribe. This application is to assist tribal members and tribal member households with disaster relief assistance caused by Covid 19 for: Grocery items, Meats, Produce, Shelf stable (canned) food items, Dried food items, and any Frozen food items. Final assistance approved by COVID staff & PGST accounting. TEFVP funds are NOT to be used for ALCOHOL or TOBACCO.

Food Voucher will be issued as a food card for the grocery vendor.

Names of Enrolled PGST household member(s):

Enrollment number for each member:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Mailing Address:

Residential Address (if different):

_____	_____
_____	_____
_____	_____
_____	_____

E-Mail:

Telephone Number:

Signature of Acceptance

By Signing Below, I certify I am an Enrolled Member of the Port Gamble S'Klallam Tribe, OR, I have at least one Enrolled Tribal member residing in my home halftime; example; 15 out 30 days a month.

Signature of Tribal Member

Date

Signature of Protective Payee
(if applicable)

Date

****Staff Use Only****

Card #'s given:

Signature of Staff

Date

Albertsons:

Accounting Only:

Walmart:

Vendor Name

Vendor Class ID:

Exempt

**Port Gamble S'Klallam Tribe
Tribal Emergency Food Voucher Program**

Background

On March 09, 2020, the Port Gamble S'Klallam Tribal Council declared a State of Emergency due to the COVID 19 pandemic and issued Stay at Home Orders. The Global Pandemic continues, and local school districts are offering on-line only learning, at least through the first 9-weeks of school. Families are at home more with less resources such as school provided lunches or meals.

Purpose

The Tribal Council hereby establishes and approves the Tribal Emergency Food Voucher Program (TEFVP) and allocates funds (TEFVP) to assist Enrolled Tribal member households with food purchases while we operate in limited phases of opening and while local districts only offer distance learning and are not providing daily lunches.

Scope

This program will:

1. Provide emergency food voucher assistance deemed to promote the social welfare and self-determination of the Port Gamble S'Klallam Tribe.
2. Provide financial assistance for food subsidies services;
3. Provide program benefits to eligible applicants.
4. Be subject to budgetary restraints and Tribal appropriations.

Eligibility

The Tribal Emergency Food Voucher Program funds will be used for \$500.00 food voucher/card(s) per house hold.

Every household must contain one enrolled tribal member, or contain a child placed in care as determined by the ICW Program.

Policy

This TEFVP policy authorizes the Children and Families Services Division to distribute emergency food vouchers on a first come first served basis to eligible applicants who satisfy program guidelines.

When funds are exhausted, no additional funds will be spent from any other source. All funds must be spent by December 31, 2020

The Children and Families Services Department will advertise the availability of the TEFVP in the Community Memo at least two weeks before the program opens.

The Family Assistance Program Manager and staff will assist the enrolled Tribal members with requests for food vouchers/cards. No one other than the Tribal member/custodial parent will be allowed to pick up the cards, no one can have another person pick up the card for them. If a Tribal member requests that a card be mailed to them, the tribe will not accept responsibility for a card that is lost or stolen. The cards will be mailed to the address on file with enrollment.

The Director of Children and Family Services will report to the Tribal Council regarding funding use, including the number of cards ordered and the list of cards distributed.

Program Guidelines and Procedures

Household is defined as:

- A Single family unit residing together in a house.
 - Multi-family units, where more than one family resides together under one roof in one home. Each Enrolled head of household is eligible for a food voucher.
 - Enrolled/Unenrolled ICW children placed in out of home placement, as determined by the ICW Program.
 - Homeless enrolled tribal members as verified by the Children and Family Services Department.
1. An (a) enrolled Tribal member or (b) guardian of a minor (under age 18) enrolled Tribal member will request an application via phone, email, or in person.
 2. The Family Assistance Program will verify mailing addresses with Tribal Enrollment for any adult Port Gamble S'Klallam Tribe member requesting their card be delivered via mail. Tribal members and guardians will need to ensure mailing addresses are updated with the Enrollment department. The tribe will not be responsible for lost or stolen cards.
 3. The Family Assistance Program manager will secure purchase of TEFVP cards via approved vendors, such as Albertsons, Safeway and/or Walmart.
 4. The Family Assistance Program manager and staff will keep a log of the TEFVP assistance given to each Tribal member.
 5. Minor enrolled Tribal member vouchers may be received by:
 - a. The parent/guardian that the child resides with; OR
 - b. The parent/guardian with a Court Ordered Custody agreement stating they are the primary custodial parent; OR
 - c. The first parent/guardian with 50/50 custody who requests it.
 - d. In the case of 50/50 custody agreement, preference will be given to the PGST parent.
 - e. All children placed through ICW.

TRIBAL UTILITIES PROGRAM
(Energy assistance)

The Tribal Utilities Program Final Round OPENS Friday, November 13th, 2020 .

****Drive Thru Community Resources Fair****

This program is open to **any** family who lives on the Port Gamble S'Klallam Reservation and to Port Gamble S'Klallam families living off the reservation who have a Puget Sound Energy Bill. One electric bill will be paid up \$100 for the household. This will be on a first come first served basis, but funds are limited, so once funds are exhausted no additional funds will be spent.

You will need to provide a Puget Sound Energy bill with an address on the Port Gamble S'Klallam reservation or, for off the reservation, the name on the account must be a Port Gamble S'Klallam Tribal member in order for it to be paid through this program. There will be a short request form available in the Family Assistance Program services walk up windows of the Community Services, Children & Family Services Building.

Bring your request form and your PSE bill to Kathy Purer-Sullivan at the drive thru Community Resources Fair (as advertised) to apply or email kathyps@pgst.nsn.us

**TRIBAL UTILITIES PROGRAM
REQUEST FORM FY2020**

The Tribal Utilities Program is open to any family who lives on the Port Gamble S'Klallam Reservation or to Port Gamble S'Klallam families living off the reservation who have Puget Sound Energy bills. The electric bill must have an address on the PGST reservation or the name on the account must be a Port Gamble S'Klallam tribal member in order for it to be paid by this program.

Each eligible household will be assisted at \$100. (Payments can be made for a future credit if there are no charges owing at the time of submittal.)

Please fill out this short request form and supply your Puget Sound Energy bill.

I/WE are requesting funds from the Port Gamble S'Klallam Tribal Utilities Program to assist with our Puget Sound Energy bill.

NAME _____

ADDRESS _____

Phone number _____

Do you live on the Port Gamble S'Klallam Reservation? _____

If not, is the PSE bill in the name of a tribal member? _____

Signature of Requester

Date

DO NOT WRITE BELOW THIS LINE – FOR STAFF ONLY

Program Staff Approval

Date