



KARUK TRIBE

Temporary Assistance to Needy Families
(TANF)

Temporary Family Assistance Plan
(TFAP)

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1. AUTHORITY

- 1.1. Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) authorizes Indian Tribes to administer and operate their own Temporary Assistance for Needy Families (TANF) program. The Karuk Tribe has oversight and the Karuk Tribal TANF Program (KTTTP) will administer for the Karuk Tribe.
- 1.2. In renewal of the Temporary Family Assistance Plan (TFAP) the Karuk tribe provided a 45 day public comment period for comment and input to the plan. Public comment period completed on November 1, 2017.

2. EMPLOYMENT OPPORTUNITIES

- 2.1. The Karuk Tribe is located in an isolated rural area of Siskiyou and Humboldt counties. There are great distances between the surrounding towns of Happy Camp, Orleans, Somes Bar and the nearest large town, Yreka, is 72 miles from the Karuk headquarters in Happy Camp. The road linking the service area winds through mountainous terrain and often impacted by winter floods and slides. In addition, there is limited, inconsistent public transportation. The geographic isolation, wide disbursement of the population, severe weather conditions, limited public transportation and rural nature of the service area inhibit access to and from employment resources and sites. In these areas, chronic poverty, geographic isolation, high unemployment, lower levels of higher education and lack of basic life skills increase barriers to employment and self-sufficiency.
- 2.2. The Karuk tribe has been operating a TANF program for over 9 years. The tribe service area is a diverse one, with three communities. One urban, one semi-urban/remote and one remote. The tribe is working with each community, to come up with a plan to maximize employment opportunities for their membership. Since the beginning, the tribe has been working together with TANF and other internal departments to improve job opportunities by working with other tribal, federal, state and local public sector agencies with employment opportunities related to stewardship of the indigenous home lands near the reservation area communities. KTTTP has been establishing and building more in-depth relationships with nearby industries and businesses to provide trainings, work subsidy, work experience, and employment opportunities to KTTTP participants through the use of Memorandum of Understanding/Agreements.
- 2.3. KTTTP will address the deficit employable skills through vocational trainings, employment assessments, education, job placement, and will promote self-sufficiency in a way that supports traditional activities, customs and ways of life of indigenous people.

3. DESIGNATED AGENCY

- 3.1. The Karuk Tribe shall have oversight and the Karuk Tribal TANF Program shall be responsible for the administering of the program. The Karuk Tribal TANF Program will provide TANF assistance and services to eligible families as defined as the approved service population who reside in the approved service area. The main TANF office is located in Happy Camp with satellite offices, in Orleans, Yreka and the Quartz Valley Reservation.

4. PERIOD COVERED BY THIS PLAN

- 4.1. This covers the operation of the KTCP for a three (3) year period beginning December 1, 2017 and ending November 30, 2020.

5. PURPOSE OF KTCP TANF

- 5.1. To provide assistance to needy families so that children may be cared for in their own homes, or in the homes of relatives;
- 5.2. To end the dependency of needy parents on government benefits by promoting job preparation, work, and marriage;
- 5.3. To prevent and reduce the incidence of out-of-wedlock pregnancies; and
- 5.4. To encourage the formation and maintenance of two-parent families.
- 5.5. The program will identify, collect, and measure progress on program outcomes related to the four purposes of TANF by collecting data that describe the services provided to eligible families and individuals on a regular basis.
 - 5.5.1. Outcomes will be measured by the completion of goals as identified within the Family Self-Sufficiency Plan.

6. SERVICE POPULATION and SERVICE AREA

- 6.1. The KTCP will provide TANF assistance and services to eligible needy Indian families who reside in the approved service area within Siskiyou County and in the off reservation areas of the northeastern corner of Humboldt County, as defined in the published BIA service area .
- 6.2. KTCP will provide TANF assistance and services to:
 - 6.2.1. Eligible Karuk tribal members and their lineal descendants within Siskiyou County.

- 6.2.2. Eligible Karuk tribal members and lineal descendants who reside in the off reservation areas of northeastern corner of Humboldt County, as defined in the published BIA designated area.
- 6.2.3. Eligible members of federally recognized Native American tribes, Alaska Natives, members of the California Judgement roll and their descendants within Siskiyou County.
- 6.2.4. Eligible Quartz Valley tribal members and their descendants, who reside on/off the Quartz Valley Indian Reservation within Siskiyou County.

7. ELIGIBILITY FOR KTCP ASSISTANCE AND SERVICES RELATED TO THE PURPOSES OF TANF.

- 7.1. Eligibility for TANF assistance and services is as established in the Tribe's approved TANF plan. Only needy families, as defined in the TANF plan, may receive: (a) any form of Federally or State MOE funded "assistance" (as defined in 45 CFR 286.10); or (b) any benefits or services pursuant to TANF purposes 1 or 2. "Needy" means financially deprived, according to income and resource (if applicable) criteria established in the TANF plan by the Tribe to receive the particular "assistance", benefit or service.
- 7.2. The Tribe may use segregated Federal TANF funds to provide services (and related activities) that do not constitute "assistance" (as defined in 45 CFR 286.10) to individuals and family members who are not financially deprived but who need the kind of services that meet TANF purposes 3 or 4. Objective criteria will be established for participation in these programs.
 - 7.2.1. Subject to availability of funds the KTCP may provide prevention services (and related activities) to at-risk individuals including youth up to 24 years old, and/or family members, who are not financially deprived but are deemed "other" eligible. (At-risk is defined as individuals who have been deemed other eligible based on the KTCP at risk prevention services assessment score).
- 7.3. Unless the state instructs otherwise, the tribe may also use MOE funds to pay for non-assistance pro-family activities for individuals or family members, regardless of financial need.

8. NEEDY FAMILIES

- 8.1. KTCP defines needy families as those families with total family income equal to or less than 150% of the federal poverty guideline for receipt of cash assistance. However, for some individuals or families it is understood that the provision of supportive services and activities may not require income as an eligibility requirement (Other Eligible).

- 8.2. KTCP defines an eligible needy Indian family as all biological children, step-children, adopted or relative child(ren) (including non-Indians) and siblings under the age of 18, and up to age 19 (if attending high school), living with an eligible adult member as defined in the service population of this plan.
- 8.3. In addition, eligible Indian families must also meet one of the following criteria:
 - 8.3.1. Single Indian/non-Indian parent families with eligible Indian child(ren); or
 - 8.3.2. Single expecting Indian woman with no children (individuals will become eligible for KTCP services in the third trimester of pregnancy); or
 - 8.3.3. Indian/non-Indian two parent families with eligible Indian child(ren); or
 - 8.3.4. Indian/non-Indian timed-out parent with eligible Indian child(ren) must be related by blood.
 - 8.3.5. Indian/non-Indian non-needy caretaker with eligible child(ren) ; must be related by blood, tribal culture or tradition, or by legally conferred guardianship from a tribal, federal or state court.

9. PROGRAM ADMINISTRATION

- 9.1. Cash assistance, diversion, transitional and non-recurring assistance will be provided directly by KTCP.
- 9.2. KTCP will provide cash assistance, support services, and appropriate, allowable activities (as described in 45 CFR 75.465(c) that are reasonably calculated to accomplish the 4 purposes of TANF.

10. ASSISTANCE

10.1. DIVERSION

- 10.1.1. Diversion assistance is for working (earned income) individuals who are not currently a TANF Client.
- 10.1.2. Diversion assistance is for an individual who is at risk of becoming TANF clients, and are in need of a one-time or limited benefit(s).
- 10.1.3. Diversion is non-assistance that is designed to deal with specific crisis situation or episode of need;

- 10.1.4. Diversion assistance is not intended to meet recurring or ongoing needs.
- 10.1.5. Diversion assistance will not extend beyond four months as per 45 CFR 286.10 (b)(1)
- 10.1.6. Diversion assistance will not exceed \$5,000.
- 10.1.7. Upon receiving diversion assistance, the recipient will not be eligible for TANF assistance services for 12 months.
- 10.1.8. Upon receiving diversion services, the recipient will not be eligible for this type of service for 7 years from the close date of last service.

10.2. TRANSITIONAL ASSISTANCE

- 10.2.1. KTCP may provide transitional assistance to families who are no longer eligible for cash assistance grants because of earned income. Assistance may be in the form of ancillary training required or necessary as a part of the employment or to retain employment and supportive services. Transitional assistance will be used to support the family in achieving self-sufficiency. for e.g., transportation, childcare, work clothes and tools that is directly related to maintaining unsubsidized employment.
- 10.2.2. The adult family member must have obtained unsubsidized employment while receiving cash assistance.
- 10.2.3. May provide transitional services to participants until:
 - 10.2.3.1. The family income exceeds 150% of the federal poverty income guidelines.
 - 10.2.3.2. For a period not to exceed 18 months, or if the client reaches the \$5,000.00 limit, whichever comes first.
 - 10.2.3.3. Families whose assistance will be extended through MOE, because the adult reached their 60 month time-limit will not be eligible to receive transitional assistance.

10.3. CASH ASSISTANCE

- 10.3.1. KTCP will provide eligible needy families monthly assistance as defined in 45 CFR 286.10 in the form of cash, checks, vouchers, or other forms of benefits designed to meet a family's ongoing basic needs such as food, clothing, shelter, household goods, utilities, personal care items, and general incidental expenses. This

includes child care and transportation assistance for those TANF recipients who are participating in work activities but are not employed.

10.3.2. Yearly cost of living adjustments may be applied to cash assistance payments as funds are available.

11. INCOME

11.1. INCOME AND EARNINGS

11.1.1. Needy Families Income and Earnings

11.1.1.1. Eligibility for KTCP cash assistance will be calculated monthly by taking the total family earned income, less disregard (\$300) then 50% of each additional dollar of earnings.

11.1.1.2. KTCP will disregard a child support pass through of up to \$75 per child per month received by TANF families. The pass-through amount is disregarded for eligibility and income purposes. However when determining the benefit amount, all earned and unearned income reported will be evaluated when determining cash assistance.

11.1.1.3. Social security based Income (excluding SSI) will be calculated the same as follows; the total of all disability income will be added together, less disregard (\$300).

11.1.1.4. Unearned income calculated at dollar for dollar.

11.1.1.5. KTCP will exclude as income all Indian judgment funds or other disbursements that are excluded under federal law.

11.1.2. Non-Needy Families

11.1.2.1. Only the child's reoccurring income will be used to determine eligibility, e.g. per-capita, etc.

11.1.2.2. If the child is receiving disability based income, then section 11.2 will apply to this child.

11.2. DISREGARD

11.2.1. Disregard is always applied first to disability based income, then the balance (if any) will be applied to earned income.

11.2.2. Supplemental Security Income (SSI) is a welfare based income for those permanently disabled. Person(s) receiving SSI would not be added to the assisted unit.

12. RESOURCES AND ASSETS

- 12.1. KTCP will exclude from the resource limit one fixed, mobile, or motor vehicle home that the family resides in, and one vehicle for each eligible adult in the household receiving assistance.
- 12.2. KTCP will exclude \$2000 in all other available resources; all available assets (such as real property equity, mineral rights, stocks, bank accounts, cash, vehicle equity etc.,) will be evaluated, in determining eligibility based upon income.
- 12.3. KTCP will exclude any equipment needed to maintain (or obtain) employment and land located on an Indian reservation or held in trust by individual Indians are exempt from the resource limit.
- 12.4. Other exceptions granted in special circumstances may include burial accounts, and/or other assets held in trust. Accessible resources beyond this limit shall be considered available income to the needy family, including equity in additional vehicles.
- 12.5. KTCP will allow participants to accumulate assets through an individual or family group development account.

13. TRIBAL OPTIONS

- 13.1. No family cap.
- 13.2. No deprivation requirements.
- 13.3. All applicants, including non-needy caretakers, shall be required to complete drug testing at intake.
 - 13.3.1. A positive test will result in participants being required to participate in a substance abuse assessment and attend counseling sessions or enroll in a rehabilitation program.
 - 13.3.2. Should a client fail to comply, KTCP may continue assistance to the family through a voucher system, as well as, deny, reduce or terminate benefits until the client is in compliance.

- 13.4. All school age children shall be required to attend school full-time with regular attendance and may receive the educational awards/incentives as defined in the KTCP TANF Program Procedures Manual.
- 13.5. Adult recipients attending GED or post-secondary education may receive the educational awards/ incentives as defined in the KTCP TANF Program Procedures Manual.
- 13.6. KTCP will require verification of current immunizations of all children in the household, who are not in school.
- 13.7. KTCP will exempt needy parent(s) 55 years of age or older from work participation requirements. Karuk tribe considers Indian persons reaching age 55 to be an elder in the Indian community and deserving of differential treatment.
- 13.8. An individual with a prior felony drug conviction shall be eligible for TANF benefits, so long as the individual is compliant with the terms of his or her probation or parole, if applicable, including participation in a government recognized drug treatment program, if required.
- 13.9. KTCP will continue to provide cash assistance while an eligible parent/needy caretaker is in an inpatient substance abuse treatment program with their children for a maximum of 90 days.
- 13.10. KTCP will provide an annual clothing allowance for each school age children (K-12). Children must be enrolled in school and must provide the prior year school report card may provide education or training and/or support services.
- 13.11. KTCP will provide a one-time \$250 bonus for getting married. The one-time payment of \$250 is to assist couples with premarital counseling and other marriage costs. The bonus will be considered an incentive and the amount shall be exempted as an available resource in the calculation of monthly cash assistance grant, "subject to availability of funds."
- 13.12. KTCP will provide comprehensive youth prevention based services and activities under TANF purposes 3 and 4 for at-risk native youth. At-risk is defined in KTCP policies and procedures. These activities include pregnancy prevention and education, self-esteem, employment, literacy and team-building. KTCP may coordinate with outside Tribal, local, county and state organizations as well as local schools, high schools and community colleges to leverage educational resources and employment services for Native Youth.
- 13.13. KTCP may provide summer youth work experience to eligible children.

- 13.14. KTCP may exempt up to 20% of their caseload based upon hardship. This is due to historically high unemployment rates in Happy Camp and Orleans, CA. in which the KTCP operates.
- 13.15. KTCP will provide up to 1 hour per day of travel to and from an approved activity to be counted as work participate hour. In accordance with 45 CFR 286.80(b)(2)(i) the reason for providing travel time is due to the lack of or limited transportation within the Karuk service area. Clients must travel great distance from home to day care to an approve activity.

14. SUPPORTIVE SERVICES

- 14.1. KTCP may provide eligible participants, who are in an approved activity, with the following support services for:
 - 14.1.1. Vocational training, skills assessment, job readiness and placement support and training.
 - 14.1.2. Educational activities and services designed to increase self-sufficiency, job training and work experience (excluding tuition for public education).
 - 14.1.3. Community economic and job development, as approved by ACF.
 - 14.1.4. Domestic violence services.
 - 14.1.5. Culturally relevant support services and activities, "that are directly related to a statutory purpose of TANF".
 - 14.1.6. Child care/transportation costs for participants engaged in work activities.
 - 14.1.7. Teen pregnancy prevention activities and education.
 - 14.1.8. Culturally relevant youth services and activities, youth intervention, counseling and educational activities and services "that are directly related to a statutory purpose of TANF."
 - 14.1.9. Non-Medical substance abuse services and Non-Medical behavioral health services as related to the removal of barriers to employment, training and job related education. "However, TANF funds will not be used to subsidize, contribute to, or supplant other available medical services or funding."
 - 14.1.10. One-time payment towards education loans, maximum payment of \$1,000 dollars (state or other non-federal) that are in default (recipient must be within 12 months of graduation to be eligible) "subject to availability of funds."

14.1.11. One time assistance towards traffic fines to obtain driver's license for the purpose of removing a barrier to employment and training, "subject to availability of funds."

14.1.12. Education, training and/or support services" to a non-custodial parent of an eligible family, for the purposes of improving the individual's ability to provide, or enhance child support payments to the custodial parent, maximum payment of \$1,000, "subject to availability of funds."

14.1.13. Provide training and resource referral assistance to clients for small business development.

15. TRIBAL WORK ACTIVITIES

15.1. A reasonable amount of travel time of 30 minutes to and 30 minutes from work/training sites including travel time to and from child care providers will be for a total of 1 hour. Travel time will be counted towards meeting participants' work activities and requirements. In accordance with 45 CFR 286.80(b)(2)(i) the reason for providing travel time is due to the lack of or limited transportation within the Karuk service area. Because of the remoteness of some of the TANF sites, travel time may be adjusted to fit the need of the client.

15.2. KTCP work activities include but are not limited to:

15.2.1. Private, public or Tribal subsidized/unsubsidized employments.

15.2.2. Participation in a Native Employment Works (N.E.W.) or Workforce Investment & Opportunity Act (WIOA) Activity (Karuk Tribe/NCIDC).

15.2.3. Work experience.

15.2.4. On the job training/job shadowing.

15.2.5. Apprenticeship.

15.2.6. Job search/job readiness assistance & basic skill development within the limitations specified at 45 CFR 286.105 (b & c).

15.2.7. Community service.

15.2.8. Post-secondary education/vocational educational training.

15.2.9. Job skills training directly related to employment.

- 15.2.10. Education/training directly related to employment.
- 15.2.11. Participation in barrier removal activities such as behavioral health counseling, domestic violence counseling and/or substance abuse/chemical dependency treatment.
- 15.2.12. Small business/entrepreneurial training.
- 15.2.13. Life skills training/education such as financial management, parenting education, health, hygiene, and nutrition that leads to family wellness and individual readiness for the job market.
- 15.2.14. Traditional cultural work activities.
- 15.2.15. Satisfactory attendance and completion of secondary school or a course of study leading to a GED in cases where a participant has not completed secondary school or received diploma or GED certificate.
- 15.2.16. The provision of child care services for children of another KTCP client who is participating in a KTCP approved work activity or community services program; or
- 15.2.17. Regular participation of family preservation/maintenance activities, as an ancillary part of weekly approved work participation activities. Family preservation/ maintenance service activities are further described below:
 - 15.2.17.1. Family Preservation services are, short-term, family-focused and community- based services designed to help families cope with significant stresses or problems that interfere with their ability to nurture their children. The goal of family preservation services is to maintain children with their families, or to reunify them, whenever it can be done safely.
 - 15.2.17.2. Family Maintenance services are provided to families whose children are a risk of neglect or abuse and who are participating in services from KTCP, Karuk Child & Family Services or Siskiyou/Humboldt County Child Welfare Services.

16. MANDATORY WORK REQUIREMENTS

- 16.1. KTCP agrees to satisfy the following minimum participation rates as it is consistent with economic conditions and resources.

Tribal Work Participation Rates, All Families

<u>Fiscal Year</u>	<u>Minimum Rate</u>
FY 2018	40%
FY 2019	40%
FY 2020	40%

17. TRIBAL FAMILY WORK PARTICIPATION REQUIREMENTS

17.1. KTCP minimum work participation requirements will apply to families that receive tribal assistance that include an adult or minor head of household receiving such assistance.

17.2. Weekly Work Hour Requirements

Single Parent/Needy family (who is the only parent or relative in the family) with Children over 12 months and under 6 years old

<u>Fiscal Year</u>	<u>Minimum Hrs/Wk</u>
FY 2018-2020	20

Single Parent/Needy family with children over 6 years old

<u>Fiscal Year</u>	<u>Minimum Hrs/Wk</u>
FY 2018-2020	20

Two Parent Families

<u>Fiscal Year</u>	<u>Minimum Hrs/Wk</u>
FY 2018-2020	20

17.3. At least one spouse in a two-parent family household will be required to participate in a work activity for the minimum number of hours as listed above; however, for two-parent families, the work hours of both parents can be combined to meet the minimum work activity requirements listed above.

18. LIMITATIONS AND SPECIAL RULES

18.1. An individual shall be considered to be engaged in work by virtue of participating in any work activity specified in this plan or approved by KTCP staff in advance (within the limitations specified at 45 CFR 286.105).

18.2. KTCP shall consider participation of an individual in a job search and/or job readiness activity for a minimum of 3 days per week to be considered a full week of

participation by that individual. However, a participant's job search and/or job readiness activity may only count towards 6 weeks in any fiscal year, unless the Tribal unemployment rate in the approved TANF service areas is at least 50 percent greater than the United States' total unemployment rate for that fiscal year, then an individual's participation in job search or a job readiness activity counts for up to 12 weeks in that fiscal year. If job search or job readiness activities are an ancillary part of another activity then there is no limitation on counting the time spent in job search and/or job readiness.

- 18.3. A single parent with a child under one year of age shall be exempted from work participation requirements until the child reaches one year of age.
- 18.4. A teen head of household who maintains satisfactory school (High School, GED, or College) attendance will be considered to be meeting the require work participation requirements.
- 18.5. Upon certification by the Family Service Assistant, cash assistance will not be terminated or reduced if a single parent who cares for a child under the age of 6 years old refuses or stops work activities for the following reasons (statement must include time limitation for exemption): No child care available or No transportation available.
 - 18.5.1. Unavailable child care in remote locations with no appropriate licensed child care facilities within a reasonable distance from the individual's home or work site (within a 30 minute driving distance).
 - 18.5.2. Unsuitable of informal childcare by a relative, who's home demonstrates unsafe conditions/health and safety reasons.
 - 18.5.3. Unavailability of appropriate childcare arrangements. Unavailability of appropriate is defined as there are facilities in the area and are serving 100% of the child slots available, but do not have any slots available to serve additional children.
 - 18.5.4. Appropriate and Affordable childcare.
 - 18.5.4.1. Appropriate childcare definition - to ensure the maintenance of minimum standards for the care and protection of children away from their homes and to encourage and assist the relative child care home to meet maximum standards.
 - 18.5.4.2. Affordable childcare definition - to ensure that the cost of childcare does not cause a financial hardship on a family to where the family cannot maintain or move towards self-sufficiency.

19. TIME LIMITS

- 19.1. KTCP shall limit the time a family may receive cash assistance to a maximum of 60 months. When an eligible family member reaches the 60 month time limit, cash assistance to the family will end.
- 19.2. KTCP will count all prior months of assistance received from another Tribal/state TANF program toward the 60 month limit. The KTCP will count all prior months of TANF assistance funded with TANF block grant funds, except for any month(s) that was exempt or disregarded by statute, regulations, or under any experimental, pilot, or demonstration project approved under Section 115 of the Act.
- 19.3. KTCP will not count any month of receipt of assistance by an adult during which the adult lived in Indian Country or in an Alaskan Native village in which at least a 50% of the adults were not employed.

20. HARDSHIP CASES

- 20.1. Hardship exemptions are conditions that hamper or inhibit an individuals' ability to maintain work or enter into work activities. For the number of case exempted see section 13.14. KTCP will consider the following categories of cases for exemption from the 60 month time limit, on a case by case basis:
 - 20.1.1. Individuals with learning disabilities as determined by a professional that can appropriately diagnose.
 - 20.1.2. Single parents with 4 or more children under 12 years of age.
 - 20.1.3. Eligible applicant adults responsible for the full-time care of an elderly or disabled relative.
 - 20.1.4. Victims of domestic violence.
 - 20.1.5. Individuals with a medical release from a physician or as approved on a case by case basis, depending upon severity.
- 20.2. Hardship exemptions must be evaluated and approved, in writing, by the TANF Executive Director.

21. COORDINATION WITH OTHER PROGRAMS

- 21.1. KTCP will coordinate with other Tribal service providers and welfare related agencies such City or State Human Services, Department of Transportation (DOT, non-tribal child care, health care services (medical), support groups, Karuk LIAP (Low Income

Assistance Program), and Karuk TERO/Childcare Program and Quartz Valley Social Services Program.

- 21.2. KTCP will coordinate with state and county agencies, local business, local high school and community colleges for employment and educational needs to enhance job training and employment opportunities.

22. PENALTIES AGAINST INDIVIDUALS

- 22.1. If an individual in a family receiving assistance refuses to engage in a work activity as agreed upon within the individual's service plan in the absence of good cause, KTCP may sanction by reducing or terminating the amount of assistance or place the family on a voucher system to cover basic needs only until such time that the parent/needly caretaker resumes work requirements. A voucher system will pay for food, utilities, and shelter only, no cash assistance will be provided.
- 22.2. Any individual that refuses to participate in Substance Abuse/Mental Health counseling when referred by the KTCP shall be placed on the voucher system.

23. GOOD CAUSE

- 23.1. KTCP may exempt certain individuals from work participation requirements or penalties for good cause. Good cause includes lack of transportation, lack of child care, illness verified by a doctor's statement, extreme weather affecting safe travel to and from their work site or as defined in the good cause exemption section of the KTCP program policy and procedures.

24. ASSURANCES

24.1. FRAUD

- 24.1.1. Where welfare fraud is established, there will be a maximum penalty of 3 years of denial of benefits to applicant.

24.2. NON-DUPLICATION OF SERVICES

- 24.2.1. All applicants will be required to sign the KTCP application and documentation certifying that they and other family members are not receiving assistance from another Tribal/state TANF program. Information will be shared with other Tribal and state TANF programs to verify non-duplication of TANF assistance and/or services. Social security numbers of all KTCP applicants will be cross referenced with Tribal and county welfare staff to avoid duplication of services. Applicant will continue to verify information on a monthly basis to ensure continued eligibility.

24.3. APPEAL RIGHTS AND PROCESS

- 24.3.1. As per 45 CFR 286.75 (a)(7), KTCP will apply the following dispute resolution process for all individuals or families who wish to appeal KTCP's decision to deny, reduce, suspend, sanction or terminate assistance.
- 24.3.2. During the application process, all adverse actions or sanctions must be appealed in writing. Any participant at risk of losing assistance or receiving sanctions will be issued a notice of adverse action 10 business days prior to the on-set of the action.
- 24.3.3. Adverse actions and or sanctions maybe appealed; all appeals must be submitted in writing to the Family Service Specialist within 10 business days of occurrence or proposed change. The Family Service Specialist will notify the individual in writing within 10 business days of the decision.
- 24.3.4. The individual may further appeal the decision to the KTCP Executive Director within 10 business days of receiving the Family Service Specialists' decision. The KTCP Executive Director will make a decision and notify the individual in 10 business days.
- 24.3.5. The individual can further appeal the KTCP Executive Director's decision to the Tribal Council within 10 business days of receiving the KTCP Executive Director's decision. The Tribal Council's decision shall be final.

24.4. PROVISION OF SERVICES

- 24.4.1. The Karuk Tribe will negotiate Memorandum of Understanding with each of the California counties located within KTCP service delivery area that will detail the process for the transfer of cases to ensure a smooth transition of eligible customers choosing to transfer from the State TANF services to KTCP services. The MOU's will ensure the following:
 - 24.4.1.1. Qualified Native American Indian families can choose to receive Native TANF or State TANF but can not receive assistance from both programs simultaneously.
 - 24.4.1.2. KTCP and State/County TANF Program will exchange information as needed to determine eligibility for Native TANF, State/County TANF Program, Medicaid/ Medical or Food Stamps.
 - 24.4.1.3. State/County TANF Program and KTCP agree to exchange, at a minimum, the name, date-of-birth, social security numbers, as needed, to prevent duplicate aid.

25. SAME OR COMPARABLE SERVICES

- 25.1. KTCP will provide welfare related services and assistance to all eligible Indian families in an equitable and fair method.
- 25.2. KTCP will provide the same or comparable activities and services in all parts of the KTCP service area.
- 25.3. KTCP shall provide a cash assistance level for California residents based upon the California Maximum Aid Payment (MAP) tables 1 & 2, which vary by county due to cost of living differentials.

26. ELIGIBLE FAMILIES MOVING INTO THE SERVICE AREA

- 26.1. Eligible families moving into the service area will receive the same amount of cash assistance and supportive services as all eligible program participants within the KTCP service area.

27. CONFIDENTIALITY STATEMENT

- 27.1. KTCP will require all Tribal TANF staff to sign a confidentiality agreement acknowledging they understand and will follow all policies and procedures to ensure applicants and participants rights' to complete confidentiality and that any violation of confidentiality may result in the staff members' immediate termination.

28. FISCAL ACCOUNTABILITY

- 28.1. For each year in which the Karuk Tribe receives or expends TANF funds, the Tribe will comply with fiscal accountability provision of section 5 (f) (1) of the Indian Self-Determination and Education Assistance Act U.S.C. 450 (c) (f) (1) relating to submission of a single agency report as required by Chapter 5 of Title 31, U.S. Code.

29. DATA COLLECTION AND REPORTING

- 29.1. KTCP will comply with all statutory and regulatory TANF reporting requirements. KTCP will measure progress and outcomes by collecting data that describes the assistance and/or services provided to eligible families and/or individuals each month.
- 29.2. KTCP will submit the ACF electronic report on a quarterly basis. KTCP will submit the annual narrative report, due December 31, of each year.

30. RETROCESSION

30.1. In the event that the Karuk Tribe should choose to retrocede the KTCP, the Karuk Tribe will follow all requirements as defined by applicable TANF statutes and regulations pertaining to retrocession as presented in 45 CFR 286 and the Social Security Act. KTCP will provide all welfare related service and assistance to all eligible Indian families in an equitable and fair method.

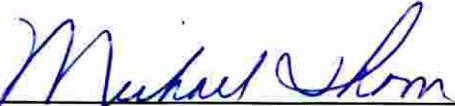
Date Approved:

SUBMITTED AS AUTHORIZED:



Russell Attebery, Karuk Tribal Chairman

11-30-17
Date



Michael Thom, Karuk Tribal Secretary/Treasurer

11/30/17
Date