



IYAKAPTAPI—BIG COULEE DISTRICT SISSETON-WAHPETON OYATE

PO BOX 825
AGENCY VILLAGE, SD 57262
PHONE: 1-877-641-5144 OR (605) 938-4475
FAX: (605) 938-5475

POLICIES FOR GENERAL WELFARE

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PROCEDURES FOR DISTRICT BUSINESS

1. An application will be required to receive all assistance for general welfare. All applications must be completely fill out and signed will supporting documents attached. Examples include Invoices, Bills, and Estimates. Also included are Statements from Utility Companies, Contractors, Businesses, Landlords, Employers or Medical Appointment Letters and/or Letters of Inpatient Care. (Due to the Health Insurance Portability and Accountability Act – HIPAA, appointment letters and/or Letters of Inpatient Care should not contain any Personal Identifiable Information – PII; only name, date and time.)
2. If you have requested assistance from other agencies the Bureau of Indian Affairs (BIA), Sisseton-Wahpeton Employment Training Demonstrations (SWO ET DEMO), Sisseton-Wahpeton Temporary Assistance for Needy Families (SWO TANF), South Dakota Social Services, Sisseton-Wahpeton Low-Income Energy Assistance Program (SWO LIEAP) or any other Tribal Programs and were denied, please submit a letter or a statement of denial from the agency contacted. Verification that you have been denied assistance from other agencies will provide eligibility for assistance from the district, providing funds are available. No checks for assistance will be handed out or mailed without completed application. *All checks will be made out to the vendor in which assistance is being requested for.*
3. Only complete applications may be submitted to the District Treasurer, or another District Executive for your request to be reviewed and decided on. Applications may also be mailed to: PO Box 825, Agency Village, SD 57262, faxed to 605-938-5475 or dropped off at the district center. There is a drop box in the wall of the entryway to the district center.
4. To be eligible for general assistance from the district, you must be a member of the Iyakaptapi – Big Coulee District and your name must appear on the district roster for a minimum of six (6) months. See the District Secretary for more information.

5. When a district youth member reaches the age of eighteen (18) years, they are reminded to apply for district adult membership. Once the membership is approved at a regular district meeting, the member will then be eligible for district assistance immediately. See the District Secretary for more information.

6. Regular District Meetings will be held as follows: "Summer Schedule" – April through September will be the last Thursday of the month at 6PM and the "Winter Schedule" – October through March will be the last Sunday of the month at 1PM.

A. Motion #28 of the Regular District Meeting on Thursday, April 29, 2021 (approved Motion #2 of the Regular District Meeting on Thursday, June 10, 2021) makes it mandatory attendance for all those on boards, committees and commissions at all district meetings.

7. Special District Meetings will be held when deemed necessary by the District Chairperson and must be advertised in the Sota Iya Ye Yapi for a minimum of two (2) weeks.

8. Monthly financial and progress reports are to be submitted by the District Elderly Board and the District Youth Board.

TYPES OF ASSISTANCE

1. **Energy Assistance:** \$125.00 limit per member to be received on the calendar month of their birthday, once each calendar year.
2. **Rent/Light Deposit:** \$300.00 limit per household, once in a three (3) year period. Must provide statement from Landlord and any denial letters as listed on page one (1) under "Policies for General Welfare". *This assistance may not be used in combination with Moving Expenses.*
3. **Disabled:** \$100 limit per year. Short-term disablement due to accidental injury or illness verified by a doctor's letter/statement with a minimum of a thirty (30) day work restriction. *This does not include those on Supplemental Security Income (SSI).*
4. **Home Repair:** \$5,000.00 limit per household. Must contact the Indian Health Service (IHS) Office of Environmental Health and Engineering (OEHE&E) or the Sisseton-Wahpeton Housing Authority (SWHA) Home Improvement Program (HIP)/Housing and Urban Development (HUD) for possible assistance first. Must obtain a minimum of two (2) bids/quotes. Must show proof of ownership or contract for deed to be approved for the Home Repair List. The member's name will be added to the home repair the list and your request will be paid as funds allow. Home Repair is limited to each household once every ten (10) years. *All checks will be made out to the vendor only.*
5. **College Education:** Must attach copy of college grade transcript. Must maintain a minimum Grade Point Average (GPA) of 2.5 to be eligible for this incentive.
 - 3-5 Credits \$100.00
 - 6-8 Credits \$200.00
 - 9-11 Credits \$300.00
 - 12 Credits \$500.00
 - \$50.00 for each additional credit.
 - An additional \$250.00 if you are on the Dean's List.
6. **High School/General Educational Development (GED) Education:** Must attach copy of High School or GED Diploma.
 - \$500.00
 - An additional \$250.00 if you are the Valedictorian.
 - An additional \$125.00 if you are the Salutatorian.
 - An additional \$250.00 if awarded any scholarships.
7. **Moving Expense:** \$400.00 limit if you are moving back to the Sisseton-Wahpeton Oyate Reservation from over 200 miles. Certain situations will be handled on a case-by-case situation, i.e.: medical/life threatening. *This may not be used in combination with Rent/Light Deposit.*

12. Emergency Repairs: Not to exceed \$3,000.00, anything over \$3,000.00 will need to be referred to the district for approval. Must contact the Indian Health Service (IHS) Office of Environmental Health and Engineering (OEH&E) or the Sisseton-Wahpeton Housing Authority (SWHA) Home Improvement Program (HIP)/Housing and Urban Development (HUD) for possible assistance first. Emergency repairs that will be considered are floors falling in, broken waterlines, septic tank collapses, well pump out, faulty electrical panel, furnace, water heater, foundations. Must show proof of ownership or contract for deed to be approved for emergency repairs. All checks will be made out to the vendor only.

11. Emergency Shelter: A maximum of two (2) days at the 1-29 Motel will be approved in emergency cases such as: fire, flood, electrical, frozen water pipes, or other cases deemed an emergency by the District Chairperson or District Executives. If damages occur at the motel during the stay, no other assistance will be given to that individual until all damages are paid in full and a copy of payment is given to the District Treasurer.

10. Funeral Assistance: If there is a death in the immediate family, the next of kin belonging to the district may request and receive \$250.00.

9. Medical Emergencies/Surgeries: the patient or immediate family will be eligible for \$300.00 in medical assistance from the district, once per emergency. Must provide a letter of admittance. *Certain situations will be handled on a case-by-case situation(s).*

Must provide appointment slip and letter of denial from agencies contacted. There will be a \$300.00 limit per year. *Certain situations will be handled on a case-by-case situation(s).*

Note... The medical appointment amounts were approved: Motion #3 of the BCD Regular Meeting on Thursday, August 25, 2022 approving Motion #1 of the BCD Executive Meeting Minutes of Thursday, August 18, 2022. (Motion #1 was made to raise the medical assistance amounts to reflect the increases on the new assistance amounts on the SWO Elderly Assistance Program's medical assistance application (due to the original amounts were based on the SWO Elderly Assistance Program's amounts at the time BCD Policies were drafted) by Mary Jo Keeble and second by Viva Dubois. Motion Carried.)

WATERTOWN \$60	FARGO \$115	SIoux CITY \$200
MILBANK \$60	SIoux FALLS \$175	ROCHESTER \$350
ABERDEEN \$115	MINNEAPOLIS \$300	MORRIS \$75
BROOKINGS \$115	OMAHA \$300	WAHPETON \$60
ORTONVILLE \$60		

8. Medical Assistance: is provided by the Sisseton-Wahpeton Oyate Tribal Elderly Affairs and program to be eligible for medical assistance. If approved, medical appointments out of town may be provided the following assistance. members must utilize that program first. If denied, members must show proof of denial from that

13. District Days: Will be held if funds are available and will need approval from the district Membership.

NOTE: Documentation must be provided for all assistance requests for auditing purposes.

Any district member that knowingly abuses any of the bylaws -- Big Coulee District Policies & Procedures will be denied any future assistance for a period of one (1) year from the date of the incident.

PROCEDURES FOR DISTRICT BUSINESS

1. IYAKAPTAPI – BIG COULEE DISTRICT EXECUTIVES: Each District Executive will receive \$1,000.00 monthly for their service out of district operations. This will be all-inclusive to include mileage, cell phone bill, duties that were part of the past district coordinator, etc.
2. IYAKAPTAPI – BIG COULEE DISTRICT EXECUTIVES: Each District Executive will receive \$500.00 for a Christmas/Year End Bonus out of district operations.
3. IYAKAPTAPI – BIG COULEE DISTRICT YOUTH BOARD COMPENSATION: Each Youth Board member will receive \$400.00 monthly for their service and a \$50.00 cell phone allowance out of district operations. This will be all-inclusive to include mileage, etc. These members must be present at all regular and special meetings to be compensated.

4. IYAKAPTAPI – BIG COULEE SARGENT AT ARMS, BOARD, COMMITTEE AND COMMISSION REPRESENTATIVES: The Sargent at Arms will receive \$150.00 for attending the regular and special district meetings. If there should be an alternate and both show for the meetings, the compensation will be \$75.00 each up to one (1) alternate. Any Iyakaptapi – BCD board, committee or commission representative who does not receive compensation to attend regular and special meetings from the Siseton-Wahpeton Oyate, then will be compensated by the Iyakaptapi – Big Coulee District \$150.00 for their service per meeting.

5. IYAKAPTAPI – BIG COULEE DISTRICT ELECTION BOARD: Each BCD Election Board members shall receive an all-inclusive stipend of \$1,000.00 for all district elections. All-inclusive shall include mileage, meals, etc.

6. IYAKAPTAPI – BIG COULEE DISTRICT CENTER RENTAL/USE AGREEMENT: See attached.

7. Any Iyakaptapi – BCD member who is a district executive, district officer or district board, committee or commission representative receiving any kind of compensation for their service must provide the District Treasurer their proper identification for tax purposes. Failure to provide such identification may result in termination of such service.

8. Members of the Iyakaptapi – Big Coulee District hope that the district members will cooperate and abide by these policies set forth, to benefit all of the members of the Iyakaptapi – Big Coulee District. If any district member have any questions, please contact one (1) of the District Executives. Contact information may be found in the Sota Iya Ye Yapi.

Revised: 08/01/2011

Presented for Revision Approval: 06/24/2021 – Revisions Approved: Motion #17 of the BCD Regular Meeting on Thursday, August 26, 2021