



## The Confederated Tribes of the Grand Ronde Community of Oregon

Youth Enrichment Program

Phone: (503) 879-2101

Fax: (503) 879-2141

9615 Grand Ronde Road

Grand Ronde, OR 97347

Umpqua • Molalla • Rogue River • Kalapuya • Chasta

### 2021-2022 Back to School Assistance Program

(One Time Allowance)

**APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 17<sup>TH</sup> TO QUALIFY FOR THIS PROGRAM**

#### APPLICATION

The 2021-2022 Back to School Assistance Program will be offered to aid Tribal member students entering grades Kindergarten to 12th grade in the fall of 2021 in accessing supplies and clothing needed for school. School supplies include but are not limited to backpacks, notebooks, pens and pencils, binders, etc. School clothing includes but is not limited to coats, shoes, shirts, pants and other items a student may need for the upcoming school year. Eligible Tribal member applicants may apply for \$300 to be used for school supplies and clothing items. **Recipients will be required to provide a copy of receipt(s) to verify allowance was used for approved item(s) within 30 days of the processed check.**

The following documents **must** be included with a completed application to be considered for funding:

- \_\_\_\_\_ CTGR Tribal enrollment verification for each applicant
- \_\_\_\_\_ Signed Funding Acceptance Agreement;
- \_\_\_\_\_ Completed Application; and
- \_\_\_\_\_ Copy of Receipt verifying school supplies and school clothing purchases. If applicant has not made the purchase at time of application, receipt must be returned within **30 days from the date of the processed check.**

Please return completed application and verifications to:

The Confederated Tribes of Grand Ronde  
Youth Enrichment Program  
9615 Grand Ronde Rd.  
Grand Ronde, OR 97347  
youtheducation@grandronde.org  
Phone: 503-879-2101  
Fax: 503-879-2141

**Incomplete applications will not be processed.**

**2021-2022 Back to School Assistance Program**  
(One Time Allowance)

**APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 17<sup>TH</sup> TO  
QUALIFY FOR THIS PROGRAM**

**APPLICATION**

1. Parent/Guardian/Adult:

\_\_\_\_\_

Last                                      First                                      Middle                                      Maiden

2. Mailing Address \_\_\_\_\_

Street/PO Box                                      city                                      state                                      zip code

3. Telephone :(    ) \_\_\_\_\_ Email: \_\_\_\_\_

4. Date of Birth \_\_\_\_\_

\_\_\_\_\_

Parent/Guardian/Adult Signature                                      Date

Please list all minor Tribal Members you are applying for:

First Name	Last Name	Roll#	2021-2022 School Year Grade & Name of Child's School

A check will be made payable to the person listed in line 1 above. The person listed in line 1 above will be responsible for providing receipts for the purchases made with this Back to School Assistance Program allowance. **Failure to provide receipts will result in a debt collection action and/or the inability to access further funding.**

**Funding will take at least 2 weeks to process.**

Incomplete applications will not be processed.

**2021-2022 Back to School Assistance Program**  
(One Time Allowance)

**FUNDING ACCEPTANCE AGREEMENT**

To be signed by the parent/guardian/adult prior to receiving financial assistance.

I, \_\_\_\_\_ do hereby agree to provide copies of receipts of purchase for each person receiving an allowance listed on this application. I also understand that failure to provide copies of receipts of purchases will result in a **debt collection** and/or the inability to access further funding from the Tribe.

I the undersigned have read, understand, and agree to abide by the terms and conditions of this Funding Acceptance Agreement.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**2021-2022 Back to School Assistance Program**  
(One Time Allowance)

POLICIES AND PROCEDURES

The 2021-2022 Back to School Assistance Program will be offered to aid Tribal member students in accessing supplies and clothing needed for school. School supplies include but are not limited to backpacks, notebooks, pens and pencils, binders, etc. School clothing includes but is not limited to coats, shoes, shirts, pants and other items a student may need for the upcoming school year. Eligible Tribal member applicants will receive \$300 to be used for school supplies and clothing items. **Recipients will be required to provide a copy of receipt(s) to verify allowance was used for approved item(s) within 30 days of the processed check. APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 17<sup>TH</sup> TO QUALIFY FOR THIS PROGRAM**

**I. APPLICANT ELIGIBILITY REQUIREMENTS**

The 2021-2022 Back to School Assistance Program funding may be awarded and applied toward the costs or fees for Tribal members to purchase/access supplies and clothing items for school.

Applicant Eligibility Requirements:

1. The recipient must be an enrolled member of the Confederated Tribes of Grand Ronde;
2. The recipient must be entering grades Kindergarten through 12th grade in the Fall of 2021;
3. The applicant must provide a copy of Tribal Enrollment Verification from the CTGR Enrollment Office for each recipient;
4. The applicant must be at least 18 years of age;
5. There are no residency requirements;
6. The parent/guardian/adult applicant must sign the funding acceptance agreement which obligates them to provide copies of receipts of purchase for allowed school supply items for each recipient on the application. Receipts must be returned within 30 days of the date of the check. Receipts may be mailed, emailed, or faxed.

7. If the parent/guardian/adult does not provide the receipts, they will be subject to a debt collection action and/or may not be eligible for other funding from the Tribe.

## **II. ELIGIBLE PURCHASE(S):**

The Confederated Tribes of Grand Ronde Tribal members may receive a one-time 2021-2022 Back to School Assistance Program for the school year that may be awarded and applied toward the costs associated with supplies and clothing items necessary for school.

## **III. TERMS AND CONDITIONS:**

- A. Qualified applicants will receive a check for \$300 to be utilized to purchase school supplies or school clothes for the Tribal Member student listed on the application. This is a one-time allowance for the 2021-2022 school year.
- B. Receipts of purchase will be required to be submitted within 30 days of the date of the issued check.
- C. If recipients do not provide receipts within the 30 days requirement then the Education Department will notify the Tribe's accounting department as well as the General Manager's Office.
- D. The Confederated Tribes of Grand Ronde will not provide any additional support for items purchased by the applicant. This is the applicant's sole responsibility.

## **VII. IMPLEMENTATION AND POLICY REVIEW**

This policy shall become effective upon review and approval by the General Manager. The Youth Enrichment Program staff are responsible for the implementation of this policy upon approval. This program is for the school year of 2021-2022 for Back to School Supply Distribution. Any questions regarding the policy or application should be directed to the Youth Enrichment Program Manager.