



CLOTHING ASSISTANCE POLICY

I. MISSION STATEMENT

The Bear River Band of the Rohnerville Rancheria recognizes and understands that tribal members and/or legal guardians or parents of a tribal minor may need clothing assistance. This policy is intended to supplement tribal members who demonstrate a need for clothing assistance.

II. GOALS

To provide clothing assistance for all tribal members listed in Section IV. Qualifications.

III. DEFINITIONS

- *Tribal Infant* – Enrolled member of the Bear River Band of the Rohnerville Rancheria and are between the ages of newborn age and four (4).
- *School Aged Tribal Member* – Children in grades kindergarten (ages 5 and up) through 12th grade.
- *Youth Employees* – are enrolled members of the Bear River Band of the Rohnerville, are under the age of seventeen (17) and have provided proof of current employment.
- *Adult Members* – refers to enrolled members of the Bear River Band of the Rohnerville Rancheria between the ages of eighteen (18) and fifty-four (54).
- *Elder Members* – refers to enrolled members of the Bear River Band of the Rohnerville Rancheria aged fifty-five (55) and over.

IV. QUALIFICATIONS

- **Tribal Infant** – may receive up to \$200.00 per calendar year under this program.
- **School Aged Tribal Member** - may receive school clothing assistance in the amount of \$600.00 every calendar year. The benefit must be distributed in two installments each year with a maximum installment of \$300 each time. An eligible tribal minor may receive school clothing assistance twice per year.
- **Youth Employees** – may receive work clothing assistance in the amount of \$100.00 every calendar year.
- **Adult Members** – that is gainfully employed or enrolled in college, junior college, trade school, and/or professional school and/or a permanent disabled adult who receives SSD/SSI is eligible for clothing assistance in the amount of \$200.00 per calendar year.

- **Elder Member** – is eligible for clothing assistance in the amount of \$300 per calendar year.

V. PROCESSING

Benefit applications must be fully complete in order to be processed. Benefit requests may take between 7-14 days to be processed.

VI. LIMITATIONS FOR PAYMENT

1. The tribal member receiving the clothing assistance must be an enrolled member of the Bear River Band of the Rohnerville Rancheria.
2. Tribal member or legal guardian of the minor tribal member must apply for assistance, a Tribal Benefits Application must be filled out and submitted to Bear River Benefits Department with any documentation required that will help facilitate the process of the application.
3. A permanent disabled adult member must submit proof of permanent disability (eg. Income verification letter from SSD as proof of permanent disability).
4. Applications for the minor tribal member school clothing will be accepted twice per year during the months of February and August only. Tribal members may submit their application any time during the month of February for the first installment, and during the month of August for the second installment. All receipts are due within 30 days.
5. Non-Tribal members requesting clothing assistance on behalf of an enrolled tribal member minor will be processed as reimbursement only. In a situation where reimbursement is not possible due to financial hardship (applicant must meet LIHEAP income guidelines and provide income verification for the past thirty (30) days). The applicant will need to work with the Benefits Coordinator to have clothing items ordered. Payments will be made directly to the vendor.

VII. PROGRAM REQUIREMENTS

1. An applicant tribal member that wants to apply for any type of clothing assistance must provide original receipts to verify expenditures for clothing within (30) days from the date funds were issued (no exceptions). Original clothing receipt(s) must be submitted to the Bear River Benefits Department. Make sure to make a copy of the clothing receipts for your records and write tribal member name and tribal roll number on the clothing receipt(s) before submitting the receipts to the Bear River Benefits Department.

VIII. DEFAULTS

- a. An applicant will be classified in default status if original receipts are not turned in within the 30 day time period. Adult tribal members in default status will have their per capita garnished in order to recover the clothing allowance when no receipts are submitted. For future use of the policy, any applicant in default status must purchase the clothing and submit for reimbursement. The original receipts must be attached at the time the benefit application is submitted in order to be considered for reimbursement. The reimbursement default status will be for a period of 12 months.
- b. In a default situation that creates a hardship for a minor, the applicant will work with the Bear River Benefits Department to order clothing with delivery to Tish Non Community Center or valid mailing address of minor (verified through Enrollment Office).

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This is to certify that the Bear River Band of the Rohnerville Rancheria Tribal Council duly assembled in Loleta, CA and adopted the foregoing document on October 31, 2023 by a vote of

7 For, 0 Against, 0 Abstentions and 0 Absent.

Josefina Frank

Josefina Frank, Chairperson

Aileen Meyer

Aileen Meyer, Vice-Chairperson

Dakota McGinnis, Jr.

Dakota McGinnis, Jr., Secretary

Earl Moon

Earl Moon, Treasurer

John D. McGinnis, Member-at-Large 1

Edward Bowie

Edward Bowie, Member-at-Large 2

Derek Bowman

Derek Bowman, Member at Large 3