

2020-2021 SCHOOL GRANT POLICY

POLICY

The purpose of this program is to provide temporary assistance to C.R.I.T Tribal students who require monetary school grants from funds budgeted annually by the Tribal Council.

I. ELIGIBILITY CRITERIA

- a. Parent/Guardian MUST have PHYSICAL custody of child(ren).
 - i. Each grant year Single Parents must provide custody document, or written explanation, or letter from other parent granting permission to receive the grant.
 - ii. Each grant year Divorced/Separated parent MUST provide custody documents.
 - iii. Each grant year Grandparents/Guardians MUST provide custody documents, or letter from Social Services.
 - iv. Each grant year Parents w/ joint custody MUST attach letter from other parent giving permission to receive grant.
- b. Child(ren) MUST be an enrolled member of the Colorado River Indian Tribes by **January 10, 2020**.
 - i. Parents/Guardians MUST provide child(ren)'s Tribal Enrollment number for enrollment verification purposes.
 - ii. Parent/Guardian DO NOT need to be enrolled with C.R.I.T.
- c. Child(ren) MUST be enrolled in Pre-School through High School.
 - i. Parents/Guardians MUST provide child(ren) 4th quarter report cards from the prior school year for 1st – 12th grade.
 - ii. Parents/Guardian MUST provide a Graduation Certificate for children entering Kindergarten.
 - iii. Parents/Guardians of HeadStart children MUST attach acceptance letters for new/returning students.
 - iv. Parents/Guardians MUST attach acceptance letter for Obudsman and Boarding School students.
 - v. Students attending Obudsman MUST be enrolled at the beginning of the school year to be eligible for grant. Late enrollment is highly discouraged.
 - vi. High School students +18 years old MUST fill out their own application.
- d. All Parents/Guardians MUST fill out & complete W9 form for tax purposes since the check will be in the names of the parents/guardians.

II. INELIGIBILITY

- a. Child(ren) who are not enrolled members of the Colorado River Indian Tribes are **not** eligible for the school grant. There are **no** exceptions.
- b. Students (PreK-12) attending Adult Vocational Training, GED classes, College, and Online School (i.e. Primavera School) are **not** eligible for the school grant.
- c. Child(ren) of parents/guardians who were approved and received last year's school grant but did **NOT** submit receipts by the deadline are **not** eligible for the school grant for one (1) full school year.

III. DISTRIBUTION OF GRANTS

- a. School grants are issued in accordance with the chart provided below:

GRADE	AMOUNT	
K-12 Boarding School Students	\$500	Summer Session
K-12 Boarding School Students	\$500	Winter Session
<i>*Parents must provide <u>acceptance letters</u> for both Summer and Winter Sessions</i>		
Grades PreK – 3 rd	\$200	
Grades 4 th – 8 th	\$300	
Grades 9 th – 12 th (High School)	\$500	

- b. Processing:
 - i. Only complete applications will be accepted.
 - ii. Due to COVID-19, **ALL** applications will be turned in to the drop box located in front of the Tribal Offices. All applications will be received by Tracey Quillen (Accounting Department).
 - iii. Allow up to ten (10) working days for checks to be processed.
 - iv. The parent/guardian will be contacted when the check is ready.
 - v. Due to COVID-19, **ALL** school grant checks will be mailed out.

IV. **SCHOOL CLOTHING RECEIPTS**

- a. Parent/Guardian will be responsible for providing **ORIGINAL RECEIPTS** with a **SUMMARY OF PURCHASE FORM** for EACH child to Tracey Quillen (Accounting Department). If partial receipts are submitted, Parents/Guardians may pay the remaining balance to maintain the child(ren) eligibility status for the School Grant Program.
- b. Parent/Guardian **MUST** provide clothing receipts for Boarding School students Summer Session in order to receive the Winter Session grant.
- c. **The consequences for not abiding by the allowable school purchase items or submitting receipts will result in the child(ren) **NOT** being eligible for the FY 2021-2022 school grant.**
- d. All receipts **MUST** be dated **AFTER** July 1, 2020.
- e. Allowable school purchases are:
 - i. School Supplies (i.e. backpacks, lunch box, and supply lists provided by teachers)
 - ii. Clothing (undergarments, uniform tops, socks, pants, shirts, jackets/sweaters)
 - iii. Sportswear
 - iv. Shoes (tennis shoes, sandals)
 - v. **ONLY** Boarding School Students may purchase toiletries (laundry soap, shampoo, conditioner, deodorant, body soap, sanitary napkins)
- f. Non-allowable purchase items are:
 - i. *Electronic devices* **(EXCEPTION: CHROMEBOOKS/WIFI)**
 - ii. Personal Hygiene Products (toothpaste, shampoo, conditioner, hair gel, body soap)
 - iii. Accessories (belts, hats, jewelry, purses/wallets)
 - iv. Travel expenses (gas and hotel expenses)
 - v. Groceries or Fast Food Groceries or Fast Food
- g. Due to COVID-19, **ALL** receipts and summary of purchase forms should be together securely in an envelope and dropped in the drop box located in front of the Tribal Offices.

V. **FAXED/EMAILED APPLICATIONS**

- a. You may either fax the application: Attention: Tracey Quillen (Accounting Department) at 928-575-1394 or email the application to: School.GrantApps@crit-nsn.gov. Only complete applications will be accepted.

****Due to limited funding per school year, replacement grants will not be issued for lost/stolen funds****

Fax to: 928-575-1394
 Email to: school.grantapps@crit-nsn.gov
 Mail to: Attn: Tracey Quillen
 26600 Mohave Road
 Parker, AZ 85344

**COLORADO RIVER INDIAN TRIBES
 SCHOOL GRANT APPLICATION
 2020 – 2021 SCHOOL YEAR**

DEADLINE DATE:
 TBD

Applicant Name: _____ DHSS Ward of Court Yes No
 Circle one: Parent/Guardian/Student 18 years old

Mailing Address: _____
City State Zip

Phone# _____ Message# _____ Email _____

I will receive the check via: ALL checks will be mailed out ***Make sure address is legible & correct***

Marital Status Single Married Divorced Separated Widowed

Please select one

***Single parents who do not have custody documents must provide a written explanation.**

I do not have custody documents because: _____

<i>Enrolled (E)</i>	<i>Not Enrolled (NE)</i>	Student Full Name	Age	CRIT#	School Attending	Grade	<i>Admin Only: Grant Amount</i>

Admin Use Only
 Enrollment Staff Initials _____

Total Grant Amount: \$ _____

I certify that all the above information is true and correct to the best of my knowledge. I have attached the required custody/court documents. I understand it may take up to ten (10) business days for check processing and Accounting will contact me when the check is ready for pick up.

By signing below, you have read and understand the policy regarding receipt requirements and the allowable school purchase items and you understand that if you do not abide by them this will result in the child(ren) becoming ineligible.

 Signature of Applicant

 Date

Do not write below this line – FOR OFFICE USE ONLY

Date Received: _____ Received By: _____ (staff initials) Process Hold

Reason/Comment: _____

Issue Check to: _____ In the amount of: \$ _____

Account No: 100.705.151.8603 Approved By _____ Date: _____

NOTES: _____