

Copper River Native Association
P. L. 102-477 Plan
October 1, 2020 to September 30, 2023

Promise Statement

We the Ahtna T'aene Nene', inspired by our cultural values, will provide exceptional health services, child and youth development, and life-enhancing resources to empower all people in our region to thrive in every stage of life, from treasured infant to honored elder.

Goal

The goal of the 477 program is to reduce joblessness and encourage self-sufficiency among federally recognized tribal members

Increase the availability, affordability and quality of child care services for unemployed and low-income families while parents are in school or in training, actively seeking work, or in low income jobs.

Table of Contents

I.	Introduction	3-5
II.	Programs Integrated in the Plan	5
III.	Estimated Federal Revenue	5-6
IV.	Project Budget Expenditures	6
V.	Comprehensive Strategy	6-7
VI.	Training & Development Activities	7-11
VII.	Delivery of Services	11
VIII.	Coordinated Services with various Agencies	11
IX.	Child Care Development	12-19
X.	Identifying Program Administrators Responsibility	20
XI.	Hearings Appeals, Fraud and Compliance	20

Attachments

- A. Letter of Intent
- B. Tribal Resolutions
- C. SF424
- D. Annual Audit
- E. Federally Negotiated Indirect Cost Agreement
- F. Tribal Official Form
- G. Organizational Chart of Contacts
- H. Health and Safety Checklist
- I. Federal Assurances and Certifications

Copper River Native Association Public Law 102-477 Plan

I. Introduction

Copper River Native Association (CRNA) is the nonprofit that was established in 1972, in the Ahtna Region to promote the Health, Social, Economic and Education needs for their tribal members. Now CRNA is compacted with the Native Village of Cantwell, Native Village of Gakona, Native Village of Gulkana, Native Village of Kluti-Kaah and the Native Village of Tazlina. CRNA's P.L. 102-477 plan is to provide services in our region, and all tribal members are encouraged to complete the application process for services.

CRNA is located at mile 111.5 Richardson Highway in Tazlina, Alaska, Which is 111.5 miles north of Valdez, Alaska, and 196 miles north-east of Anchorage, Alaska. Tazlina is in the center of all the villages we serve within the Copper River Basin. Tazlina means "swift water" in Ahtna. The Copper River Basin encompasses the Ahtna Region, named after the people in the areas and also the name of the regional Native Corporation, Ahtna, Incorporated. The Copper River Basin encompasses over 18.5 million acres, approximately the size of the state of Ohio. This area is bordered by the Mat-Su Borough, the North-Star Borough, and other boroughs and is itself still an unorganized borough. Our population based on DCCED in 2010 is 3,277, the population figures from Cantwell, Chistochina, Chitina, Kluti-Kaah (Copper Center), Gakona, Glennallen, Gulkana, Kenny Lake, Mendeltna, Nelchina, Slana, Tolsona and Tonsina.



The economy in most of the Copper River basin is less than robust, with poverty rates as high as 40% in some communities, and unemployment over 25% in eight of the 13 communities. The local cost of living based on the University of Alaska index for 2004 is about 135% of Anchorage. In the upper Copper River Basin there are 3 communities with populations over 350, and 10 smaller communities ranging in size from 44 to 192. The Copper River Basin and the Copper River Valley region although connected by the state highway system, are rural and scattered. The Copper River Basin has needs directly caused by the vast geographical distance

Copper River Native Association Public Law 102-477 Plan

between communities and homes. These distances and the economic depression of the area, creates hardship, and problems in obtaining transportation and services. Some of these communities are more than 60 (sixty) miles from Glennallen (pop. 574), the business hub of the Copper River Valley. Local businesses primarily serve travelers along the Glenn Highway, providing gasoline, supplies and services. Ahtna, Incorporated, Copper River Basin Regional Housing Authority, Schools, Tribal Government, Bureau of Land Management, National Park Service, Alaska State Troopers, the Department of Fish and Game, Department of Transportation, utility services and medical care offer full-time employment for local residents.

With limited opportunities for year round employment, many people work away from home in seasonal construction. Federal projects play a big role in the region. These types of projects are all short-lived, lasting only months, or at best a few years, and they require extended stays away from home. They are, however, a critical component to regional income. Access to the cash economy is severely limited in the traditional native communities and within the more isolated settlements; and traditional subsistence lifestyles, where locally harvested fish and game, summer gardens and wild plant and berry gathering supplement limited “cash economy” opportunities. Lodges, tourist services, and guiding services are growing in number, but the increase in pressure on natural resources that follow these developments is of concern. Traditional communities that rely on subsistence harvest food have seen major increases in pressure on local resources. New competition from non-residents and subsequent loss of harvest opportunity has a significant impact on families whose economy is based more on subsistence lifestyles.

Living expense in this area is higher than the city hubs. Currently, unleaded gasoline is \$3.22 a gallon, propane is \$3.56 a gallon and heating oil is \$3.14 a gallon, or an average of 150 gallons per month, per household. Heating costs increase when the temperature drops below -50 degrees. Electric cost can range from \$80.00 to \$300.00 a month depending on how energy efficient the home is and is lower in the summer months. Parts of the area are not connected with commercial power, and many homes are without fresh water wells and proper sewage disposal. Food and non-food items cost twice the national average. Subsistence has been the foundation for the regional economy since time immemorial. Salmon were the measure of wealth and the key to survival for the indigenous people of the region. Subsistence is a major factor in the economy since jobs are few and mostly seasonal. Almost all families participate in subsistence foods harvest of wild game, fish, birds, berries, eggs, herbs and plants. Many of the residents rely on subsistence and traditional foods.

In other parts of Alaska, many of the types of services offered through CRNA are provided by local government organizations such as municipalities and boroughs. Copper River Basin still remains one of the last places in the United States without local government. This Region is an “Un-organized Borough” within the state of Alaska. It has no local laws, regulations, zoning restrictions, codes or taxes, other than those imposed by the state and federal governments and does not have municipal funds available for all services needed in the region. The only form of government within the region is the Tribal Governments, the Kenny Lake League and the elected school board. As a whole, the residents of the Copper River Basin prefer it this way.

In the newly formed Child Development (CD) department alone, CRNA is investing over \$2 million dollars per year, to provide access to the highest standards of early child development, nutrition, and fitness.

The Child Development program will be able to provide child care to 75 children in the child development center and cabin, CD will also provide outreach services to children in our communities.

CRNA provides youth leadership programs and outreach for the youth in our service area. CRNA will assist in the provision of youth career readiness and development to over 20 youth in our service area.

Copper River Native Association Public Law 102-477 Plan

CRNA's training and development includes departments from across the entire organization, such as Tribal Community Services, Child Development, Personnel Development, Behavioral Health, Health Services, Elders Services, etc. CRNA provides programs beyond child care. Youth and young adults are actively engaged in culture camps, service to our community, work crews, development of world-class educational environments, investment in career and life skills training and leadership opportunities for youth and young adults, and support and encouragement to young families. CRNA takes a comprehensive approach to services, both in terms of service delivery models, and in provision of services across the lifespan.

CRNA will utilize the power of the P. L. 102-477 Plan to coordinate and maximize comprehensive service delivery for our community, and intends to showcase a local model of service delivery within tribal and rural contexts, which will be replicable globally.

II. Programs Integrated in the Plan

Programs CRNA will integrate in the P.L. 102-477 Plan:

Department of Interior, BIA, BIE,

- Job Placement & Training Program
- Higher Education
- Johnson O'Malley
- General Assistance

Department of Labor – Workforce Innovation Opportunity Act

- Adult Comprehensive
- Youth Supplemental

DDHS/ ACF

- Child Care Development Funds (Mandatory Discretionary)

III. 477 Estimated Federal Revenue

The single budget expenditures under the plan identified are:

Child Care Development Fund (Mandatory & Discretionary) – NON TPA	\$ 127,241.00
Job Placement and Training – TPA/Region	\$ 1,228.00
Job Placement and Training – TPA/Tribal	\$ 4,206.00
Johnson O'Malley – TPA/Tribal	\$ 1,897.00
Tribal Scholarships – TPA/Tribal	\$ 3,915.00
Tribal Adult Education – TPA/ Tribal	\$ 232.00
General Assistance – TPA/Tribal	\$ 79,116.00
Supplemental Youth Services – LABOR – NON TPA	\$ 8,850.00
Comprehensive Services (Adult) – LABOR – NON TPA	\$ 15,474.00
SUBTOTAL	\$ 242,159.00

CONTRACT SUPPORT (estimated)	\$ 167,450.00
SUBTOTAL	\$ 167,450.00

SUPPLEMENTAL SUPPORT

Economic Development – TPA /Region	\$ 1,057.00
Education Line Offer – NON TPA	\$ 121.00
SUBTOTAL	\$ 1,178.00

TOTAL	\$ 410,787.00
--------------	----------------------

Copper River Native Association Public Law 102-477 Plan

IV. Projected Budget Expenditures

Welfare Assistance	\$ 100,000.00
Education, Employment, Training and Support Services	\$ 45,000.00
Child Care Services	\$ 125,000.00
Administration Costs	\$ 62,000.00
Indirect	\$ 163,000.00
SUBTOTAL	\$ 495,000.00
Copper River Native Association Contribution	\$ 84,213.00

V. Comprehensive Strategy

Our comprehensive strategy identifies the full range of potential employment barriers such as limited childcare options, transportation, lack of education, job experience, alcohol and substance abuse, disabilities, legal barriers, etc.; then uses this information to assist the participant to utilize the services offered by the program or refer to services that are available to them.

PL 102-477 Indian Employment, Training and Related Services Act as Amended

- Going to be implemented for the purpose of:
 - A. Job Training
 - B. Welfare to work and Tribal work experience
 - C. Creating and enhancing employment opportunities
 - D. Skill development
 - E. Assisting Indian Youth and Adults to Succeed in the Workforce
 - F. Encouraging Self-Sufficiency
 - G. Familiarizing Individual Participants with the World of Work
 - H. Facilitating the Creation of Job Opportunities
 - I. Economic Development
 - J. Culturally Related Training
 - K. Child Care Service

Support services that will be provided to assist clients to access employment opportunities and may include:

Intake

The intake form will include the following information: physical and mailing address, contact information, employment status, special skills, education level, and what the family situation is such as number of dependents, household income and expenses. Based upon the intake information staff will develop a comprehensive and integrated Individual Self Sufficiency Plan with the client. All information collected for the client will be included in a common data base and utilized for the development of annual reports.

Eligibility

Eligibility includes individuals who are enrolled or eligible for enrollment in a Federally recognized Alaska Native or American Indian Tribe as listed in the most recent Federal Register, lives within the CRNA service area, and in need of services which lead to individual self-sufficiency; in some cases income may be a determining factor or, prior service; certain criminal offences will also be considered a determining factor. Proof of eligibility may include a Certificate of Indian Blood or a letter from the Tribe on Tribal Letterhead verifying that they are descendants of one of their Base Enrolled Tribal Members.

Assessments

Copper River Native Association Public Law 102-477 Plan

The Life Skills Coach will assist the applicant with the Individual Self-sufficiency Plan (ISP) and utilize it as an assessment tool. The ISP will list client's employment barriers and then use that information to gauge what education, job skills training, treatment program, or other assistance will be beneficial to them moving into gainful employment.

Individual Self Sufficiency Plan:

The participant will have a short term and long term goal. Their short term goal will be to obtain employment and/or accomplish the activities necessary to lessen or remove their employment barriers. The participant's long term goal will be their career of choice and some of their short term goals will be directed toward achieving this goal. While the client is actively receiving assistance through the program their ISP goals will be reviewed every month to see if they have obtained their previously set goals and if they have, then set new goals. Support Services may include cash assistance to support basic needs until the client has attained gainful employment; and childcare will support parents in their efforts to be self-sustainable while they are involved in qualifying activities for work and education. Cash assistance recipients will require work activities. Work related activities can be work searches or other activities to achieve job readiness or job availability. Sanctions will be assessed for those clients who do not comply. Repeat services to clients will be made considering past accomplishments. The client must have met their agreed upon goals, to be eligible for services. A new ISP must also be put in place.

VI. Training & Development Activities

CRNA takes a comprehensive approach to our services, both in terms of service delivery models, and in provision of services across the lifespan. CRNA will provide child development, workforce development, life skills, and career readiness services to all eligible children, youth and adults in our service area. CRNA training and development includes departments from across the entire organization, such as Child & Youth Development (CYD), Tribal and Community Services, Personnel Development, Behavioral Health, Health Services, etc.

CRNA has a dedicated and robust training program that is administered by the Education and Development Administrator. The program focuses on workforce development for CRNA, Tribal Governments and their members, Federal and State employees, and regional citizens. The three foundational components of the program are: 1) Education & Training, 2) Mentoring & Modeling, and 3) Personnel Developmental.

Both credit and non-credit courses are offered. Credited courses are held at CRNA, the local University of Alaska (UA) campus, and online. Non-credit courses and trainings are held at CRNA, in the Villages, at the local UA campus, and other regional sites.

Based on the ISP, the goal may be to find or create training programs for them to gain the skills to become employed. Trainings facilitated by the 477 program may be held in the local villages or at CRNA to reach a greater number of participants and to bring in higher attendance for members unable to get transportation.

General Assistance (GA)

The integration of employment, training and related services enables us to improve the effectiveness and efficiency of our General Assistance services, while at the same time reducing joblessness within the communities we serve. The potential benefits of achieving self-sufficiency through employment include increased income, economic options, enhanced self-worth, and serving as role models for children. Ensure participants are provided the opportunity to take part in job training, work and educational related activities that lead to economic self-sufficiency; staff will encourage, assist, and require participants to fulfill

Copper River Native Association Public Law 102-477 Plan

their responsibilities to support themselves and/or their children by preparing for, accepting and retaining employment.

It is understood that CRNA's General Assistance is a secondary or residual resource, and will not be used to supplement or supplant other programs. Assistance under this part may only be provided to eligible Indians when comparable financial assistance or social services are either not available or not provided by state, tribal, county, local or other federal agencies. It is further understood that Bureau financial assistance and social services are subject to annual Congressional appropriations and funding is derivative of CRNA's annual Financial Assistance and Social Services Report. 25 CFR 20.102, 70 IAM 3

A. ELIGIBILITY: (GENERAL ASSISTANCE RECIPIENT)

1. Applicants must not have sufficient resources to meet the essential needs of food, clothing, and utilities. 25 CFR 20.300(b) & 25 CFR 20.100
2. Apply concurrently for financial assistance from other state, tribal, county, local, or other federal agency programs from which he/she is eligible or include a reference with citation of 25 CFR Part 20.300 & 20.303.
3. Develop and sign an employment strategy in the ISP (Individual Self-Sufficiency Plan) with the assistance of the Life Skills Coach to meet the goal of employment through specific action steps including job readiness and job search activities 25 CFR §300.
4. Review eligibility every 3 months for individuals who are not exempt from seeking or accepting employment in accordance with 25 CFR §20.315, every 6 months for all recipients, and whenever there is a change in status. 25 CFR 304(a)(b)(c)
5. Eligibility redeterminations will include an estimate of income, household composition for the month(s) for which financial assistance is to be provided, and appropriate revisions to plans for Individual self-sufficiency in accordance with 25 CFR 20.305.

B. EMPLOYMENT REQUIREMENT: (GENERAL ASSISTANCE RECIPIENT)

1. Recipient must be actively seeking employment including the use of the available state, tribal, county, local or BIA employment services. 25 CFR 20.314(a)(1),
2. Recipient must accept local and seasonable employment when it is available. 25 CFR 20.314(a)(3)
3. Recipient must make satisfactory progress in their ISP and provide evidence of monthly efforts to obtain employment. 25 CFR 20.316(a)(2)
4. Only the following criteria in the table below results in exempt from Employment Requirement. 25 CFR 20.315

The employment policy in 25 CFR 20.314 does not apply to...	If....	And...
(a) Anyone younger than 16		
(b) A full-time student under the age of 19	He/she is attending an elementary or secondary school or secondary school or a vocational or technical school equivalent to a secondary school	He/she is making satisfactory progress.
(c) A person enrolled at least half-time in a program of study under Section 5404 of P.L. 100-297	He/she is making satisfactory progress	He/she was an active General Assistance recipient for a minimum of 3 months before determination /redetermination of eligibility.
(d) A person suffering from a temporary medical injury or illness	It is documented in the case plan that the illness or injury is serious enough to temporarily prevent employment	He/she must be referred to SSI if the disability status exceeds 3 months.

Copper River Native Association Public Law 102-477 Plan

(e) An incapacitated person who has not yet received Supplemental Security Income (SSI) assistance	A physician , psychologist or social services worker certifies that a physical or mental impairment (either by itself, or in conjunction with age) prevents the individual from being employed	The assessment is documented in the case plan.
(f) A caretaker who is responsible for a person in the home who has a physical or mental impairment	A physician or certified psychologist verifies the condition	The case plan documents that: the condition requires the caretaker to be home on a virtually continuous basis; and there is no other appropriate household member available to provide this care.
(g) A parent or other individual who does not have access to child care	He/she personally provides full-time care to a child under the age of 6	
(h) A person for whom employment is not accessible	There is a minimum comminuting time of one hour each way	

C. NEED & INCOME DETERMINATION: (GENERAL ASSISTANCE RECIPIENT)

All participant's income, earned or unearned, will be calculated in the month it is received and as a resource. Also, participant's resource is considered to be available when they are converted to cash. 25 CFR 20.307(a)(b)

A head of household who does not comply with this section of BIA General Assistance (GA) program will not be eligible for General Assistance for a period of at least 60 days but no more than 90 days. 25 CFR 20.314(b) The suspension will be reduced to 30 days if evidence is presented to show that you have sought local and seasonal employment and will only affect the client, not another eligible member of a household. 25 CFR 20.317(b)(c)

D. PAYMENT STANDARD

Payment Standards for GA are based on the state's Alaska Temporary Assistance Program payment standard and any associated ratable reduction in the state or service area where recipients reside 25 CFR 20.306 (a)(b). CRNA's GA will utilize the Alaska Temporary Assistance Program payment standard.

E. ADMINISTRATIVE PROCEDURE: (GENERAL ASSISTANCE RECIPIENT)

Any participants 25 CFR 20.300 (a)(b)(c)(d) or on behalf of another person 25 CFR 20.600(2) who believe they are eligible may complete and submit an application to the Workforce Development Administrative Assistant who oversee their BIA General Assistance application. 25 CFR 20.601 Each application must be approved or denied within 30 days of submission of the application. A written notice of approval or denial of each application will be sent to the applicant within 45 days of the receiving completed application. 25 CFR 20.603(c)

Workforce Development Training

CRNA has offered multiple courses for credit and non-credit. Including but not limited to computer use, Adult Basic Education and General Education Development, basic secretarial skills, writing and math workshops, accounting basics, life skills, customer services, time management, food service card, first aid/CPR, family service planning, culturally relevant education and opportunities and many other trainings as they have come available.

Skilled Training

Copper River Native Association Public Law 102-477 Plan

CRNA has taken an innovative approach in providing short and long term participants with job skills and training. These trainings may be available to Tribally Enrolled members depending on village tribal compact agreements.

Certification or Degree Programs

Students seeking a Degree:

Students who are seeking a Degree will need to fill-out the Higher Education portion along with the Application for Services. At this time Cantwell and Gakona members are the only eligible tribes.

Certification Programs: Requires the Application for Services be filled out with the information about the Certification program of interest listed with an acceptance letter.

Economic Development

For individuals whose plan is to become self-employed it will not be limited to creating a training program that requires the participant to learn business knowledge to include accounting, inventory, preparing a business plan, budgeting, assistance with the loan process, and helping budget a loan payoff rate. Staff will mentor and have continued working relations to assist in the success of clients.

On-the-Job-Training

CRNA may provide funds to pay the salary for positions with local businesses and foundations that submit a proper request. A letter of request will consist of a job description, identified supervisor, hours of work, what the scope of training will be, and a budget request with the amount of salary the program will pay and the amount the business/foundation will pay, duration of the position (either 6 months or 1 year) and the date when the trainee will transfer to the requestor's permanent employment. Monthly reports of progress will be required.

Cultural

CRNA staff will partner with tribal governments to provide a supervisor to oversee and possibly teach cultural hunters, natural and cultural history gathering, public speaking, tanning furs and hides, drum making, birch bark baskets, dogsledding/mushing, trapping, beading, fish wheel and fish trap construction, fish processing, hunting and processing, edible plants, etc. Design a plan for a cultural tourism site, allowing jobs for people to demonstrate a fish camp and how our cultural foods or prepared. Language immersion program; utilizing materials we currently have, inviting elders to tell stories, sing Ahtna songs, and be able to teach about clans, language, nursery rhymes, etc.

Youth Leadership Development

The Young Adult Leadership will consist of but not limited to board training, ethics, officer duties, roles and responsibilities, universities and college programs and internships, tutoring, economics, professional development, Fatherhood Initiative, etc. We may facilitate by providing travel assistance funds to attend conferences which encourages education, leadership and involvement with agencies, such as First Alaskans, WISE, BLM, NPS, AFNA Prevention Symposium, On Eagle's Wings, etc.

VII. Delivery of Services

Participants will have a "one-stop-shop experience" when they fill out applications, are assessed, and will be offered or referred to services by the Life Skills Coach. The participant will develop an Individual Self-Sufficiency Plan and be provided services to overcome barriers which prevents the participant from obtaining their goals. By the time the participant has exited from the program they will have gained work experience

Copper River Native Association Public Law 102-477 Plan

through education and training. They will have overcome barriers that kept them from gaining meaningful employment.

CRNA offers a variety of family-centered services focused on promoting and supporting safe and stable families. These services assist individuals in attaining the education and skills necessary to support healthy lifestyles, develop meaningful careers and engage in the traditional activities of their communities.

Services include information and referral, case management, financial assistance, foster and child care, youth development, training, vocational rehabilitation, nutrition and other supportive services. The programs are designed to address immediate and long term needs associated with family well-being and financial self-sufficiency.

Services may be provided in collaboration with tribes and key state, local, regional, international, faith-based, and private agency partners. The programs are supported jointly, through contracts and agreements with private, local, state, and federally funded agencies.

VIII. Coordinated Services with various Agencies

CRNA may work to partner with the following agencies to provide services to the participants; Tribal Governments, Prince William Sound College, Alaska Pacific University, University of Alaska, Copper River School District, Cantwell School, Ahtna Incorporated, Copper River Basin Regional Housing Authority, National Park Service, Bureau of Land Management, State of Alaska, International Child Resource Institute; transportation, court, fish and game, Ahtna heritage Foundation, Head Start, RurAL CAP, WISE, ROAR, various unions, adult vocational schools, trade schools, other colleges, etc.

Public Meeting

To be determined

IX. Child Care Services

****IN ALL ASPECTS OF CHILD CARE: CULTURE RELEVANCY WILL BE INCLUDED**

Programs Integrated in the Plan

CRNA Tribal and Community Service Department will administer the CCDF Program through a single, integrated client service delivery system administered under P. L. 102-477 for Program Years 2020-2023. Based on the FY16 CCDF Allocation Table CRNA is a small allocation. We are integrating the CCDF services within 477 to address our participant's barriers for child care services. We expect to have more streamline services in respect to CRNA services. CRNA will use the total CCDF allotment to fund child care services consistent with the purpose and requirements of the CCDF as per §98.1 of the regulations. CRNA will not use CCDF for any activities expressly prohibited by statute or regulation. Tribal Community Services Department will coordinate with the Child and Youth Development Department for administering quality improvement activities i.e. education and training.

As parents pursue employment and self-sufficiency their eligibility information will determine the extent and scope of their childcare needs. Childcare Services are offered based on the families gross income and eligibility will be prioritized by low income and special needs. Payment rates will ensure equal access to families in need of childcare services. In addition to the list of approved activities, on a case by case basis, child

Copper River Native Association Public Law 102-477 Plan

protective services will be included and may be in the form of short-term placement in a foster care situation under a legal guardian.

Program information is available to all eligible interested parents within the CRNA service area. The CRNA Life Skills Coach will coordinate the delivery of direct childcare services. Parents are informed of the availability of childcare services via brochures, notices in the CRNA newsletters, Social Media, CRNA staff and other service organizations in the CRNA service area.

Coordination of services between the Department of Public Assistance and Alaska Temporary Assistance Program (ATAP) will ensure that clients who are mandatory work activity participants are informed that they are immediately-approved to pursue childcare services. Parents who apply for and are actively participating in educational, training or employment programs can receive childcare service and information from the CRNA staff as well as from the Village Council Offices. The results are parents can pursue self-sufficiency.

CRNA may provide services to approved families through a payment system, and pay the Child care provider based upon qualified enrolled children, and to support the quality improvement activities. Payments may be utilized in a variety of childcare categories, including:

Center Based Care, Licensed Exempt Family Child Care and In Home Care providers.

No funds shall be expended for the purchase of improvement of land, or for the purchase, construction, or permanent improvement of any building or facility. However, funds may be expended for minor remodeling, and for upgrading child care facilities to assure that providers meet State and local child care standards, including applicable health and safety requirements.

CRNA is developing a TANF program that will be integrated into the plan at a later date. Until we achieve that goal, we will refer parents to the proper agency to receive assistance, while still assisting with child care to enable parents to move off of the ATAP program and to become employed.

State Licensed Child Care

On occasions when families are in another location on a temporary basis we may provide payment for State Licensed child care if they are attending trainings or meetings for their employment. Payment will be issued directly to the provider.

Eligibility Criteria for Child Care

CRNA is a non-profit organization, providing services to our regions tribal members, Alaska Natives, or American Indians residing in the service area. An eligible participant who is attending a job training, educational program or job related activity is eligible for child care assistance. Additionally, CRNA has established a procedure whereby eligible families may engage in customary traditional hunting and gathering activities, and shall be considered "employable" and eligible for childcare assistance up to three days.

Definition of Indian Child: any individual under the age of 13 and enrolled or eligible for enrollment in a Federally Recognized Alaska Native or American Indian Tribes listed in the most recent Federal Register and physically resides in the CRNA service area. Proof of eligibility will include a Certificate of Indian Blood or a tribal enrollment card or a letter from the Tribe on Tribal Letterhead verifying that they are descendants of one of their Base Roll Tribal Members.

Priority Rules for Children

Copper River Native Association Public Law 102-477 Plan

All eligible children must be under the age of 13 and the head of the household must reside within CRNA's service area. CRNA may serve all eligible children and services may be prioritized by families who are low income and children with special needs.

Childcare assistance may be provided if such children are Developmentally Disabled or under court supervision. Developmentally disabled children are physically or mentally incapacitated and cause a significant barrier to education or employment (defined for children who are 13 through 18 years of age). Priority is given to children of families with low income, taking family size into account and including children with "special needs". A special needs child is considered to be one or more of the following:

- a) In Child Protective Services care
- b) An Indian Child Welfare Act case
- c) Developmentally disabled
- d) Child of a teenage parent

This includes other categories that may be identified and documented. Staff during the intake process will identify such existing family situations such as; unidentified "special needs" may also be recognized through ongoing intensive case management activities.

Payment Rates for Child Care Services

Effective October 1, 2020

Licensed Center Care

	INFANT 0 weeks – 12Months	TODDLER 13 – 35 Months	PRE-SCHOOL 36 Months – 59 Months	SCHOOL AGE 5 – 12 years of age
Full Month	\$1200 - 1 st Child \$1100 – Each Additional Child	\$1100 - 1 st Child \$1000– Each Additional Child	\$1100 - 1 st Child \$1000– Each Additional Child	\$1100 - 1 st Child \$1000– Each Additional Child
Part Month	\$700	\$600	\$600	\$600
Full Day	\$47	\$42	\$36	\$36
Part Day	\$28	\$25	\$24	\$22

Licensed Group Care

CRNA does not have licensed group homes as a provider type. These are not available in our service area.

Licensed and Licensed Exempt Family Home Care

	INFANT 0 weeks – 12Months	TODDLER 13 – 35 Months	PRE-SCHOOL 36 Months – 59 Months	SCHOOL AGE 5 – 12 years of age
Full Month	\$800 – 1 st Child \$750 – 2 nd Child	\$700 – 1 st Child \$650 – 2 nd Child \$600 – 3 rd Child	\$600 – 1 st Child \$550 – 2 nd Child \$500 – Each Additional Child	\$600 – 1 st Child \$550 – 2 nd Child \$500 – Each Additional Child
Part Month	\$450 – 1 st Child \$400 – 2 nd Child	\$400 – 1 st Child \$350 – Each Additional Child	\$325 1 st Child \$275 - Each Additional Child	\$325 1 st Child \$275 - Each Additional Child
Full Day	\$46	\$37	\$36	\$30
Part Day	\$28	\$22	\$22	\$18
Hourly	\$4.50	\$4.25	\$3.75	\$3.50

In Home Care

	INFANT	TODDLER	PRE-SCHOOL	SCHOOL AGE
--	--------	---------	------------	------------

Copper River Native Association Public Law 102-477 Plan

	0 weeks –12Months	13 – 35 Months	36 Months – 59 Months	5 – 12 years of age
Full Month	\$700 – 1 st Child \$650 – 2 nd Child	\$650 – 1 st Child \$550 – 2 nd Child \$500 – 3 rd Child	\$500 – 1 st Child \$450 – 2 nd Child \$400 – Each Additional Child	\$500 – 1 st Child \$450 – 2 nd Child \$400 – Each Additional Child
Part Month	\$400 – 1 st Child \$350 – 2 nd Child	\$300 1 st Child \$250 - Each Additional Child	\$300 1 st Child \$250 - Each Additional Child	\$300 1 st Child \$250 - Each Additional Child
Full Day	\$40	\$33	\$30	\$30
Part Day	\$21	\$20	\$18	\$17
Hourly	\$3.50	\$3.25	\$3.00	\$3.00

CRNA used the 2017 State of Alaska - DHSS - Division of Public Assistance, Child Care Assistance Program Rate Schedule as our guide. CRNA is part of the Gulf Coast area.

Full Month = 17 to 23 that includes at least one full day, during a calendar month;

Part Month = Fewer than 17 days of care in any combination of part or full days in a month, or 17 to 23 partial days of care during a calendar month;

Full Day = 5 hours and 1 minute of care and up to and including 10 hours of care in a day;

Part Day = More than one hour and up to and including five (5) hours of care on a calendar day;

Hourly = Care by hour when more than ten (10) hours of care is needed on a calendar day. To be paid in addition to normal rates, may be paid in partial hours to the nearest quarter hour.

The pay rate for Full Month and Part Month are different than the State rates because the high cost of care is not accurately reflected for our area. We are choosing to pay a higher rate to not cause a decrease in services for families.

CRNA utilized the Federal Register Federal Poverty Rate FY2017 to calculate Gross Monthly Income (GMI).

CRNA pays the State of Alaska payment rates except we increased the pay rate for Full Month and Part Month payments, we provide equal access for comparable services.

Parents Financial Responsibility

Co-pay's for parents will be based off the required child care service amount at a rate of 1%. (For Example: if the Child Care Center is charging \$700.00 for that child's care the parents copayment would be 1% of the \$700.00 which equals to \$7.00)

Co-pay for parents will be increased by \$10.00 per additional children covered. (For Example: if the parents are paying \$7.00 for the first child their copayment for two children would then be \$17.00 after adding that additional \$10.00)

Co-payments are waived for foster families and families acting In Loco Parentis without financial support. CRNA may also use childcare dollars for parents who do not qualify for state assistance and those who have high copays.

Procedures for Parents

Copper River Native Association Public Law 102-477 Plan

Application Process

Parents requesting childcare assistance are provided with the Application Form for Employment Related Services at the time of the referral or upon request. This application is self-certifying (by signature the applicant states that all of the information contained in the application is true, verifiable and has not been intentionally misrepresented).

- a) All applicants must submit a copy of the child's original birth certificate as well as any proof that the applicant is of Alaska Native or Native American descent.
- b) Documentation of all income (this includes both earned and unearned income) is required through:
 - payroll stubs
 - computer generated print-outs regarding unemployment or ATAP benefits
 - copy of child support payments or letters of intent from the agency that provided the income when stubs are not available
 - bank statements to verify if the amount of money they have in holding would count as income.
- c) Detailed schedule information on days and hours of active participation at a specific work or training site. The supervisor or manager who can verify attendance must sign this information. A family may submit their application and necessary documents via the U.S. Postal Service, via fax, or by visiting the CRNA office in person. At the time of application, the client is provided information on all details related to the parental responsibility of locating and maintaining quality childcare services. Consumer education information is collected and distributed to parents of all eligible children to promote informed childcare choices.

CRNA will review the application for completeness including the verification of income to determine eligibility. When the Life Skills Coach determines the applicant is eligible for childcare services, and calculates the amount of assistance to be granted, s/he then issues a letter of approval. No more than fourteen (14) days should pass from the time a completed application is submitted and the applicant receives the determination letter. The Life Skills Coach will provide a copy of the letter of approval to the parent after the eligibility and benefits determination is made.

Procedure for Unlimited Parental Access

Procedures have been designed to ensure providers offer parents unlimited access to their children during the normal hours of operation and whenever such children are in the care of such providers.

Record of Substantiated Parental Complaints

A record of substantiated parental complaints will be maintained and available to the public upon request.

Activities and Services to Improve the Quality of Child Care

Quality Improvement Goals

Create an environment that is safe, nurturing and enriching. CRNA will also ensure the health and safety of children in child care by providing training and technical assistance, monitoring the health and safety of child care programs and complete background checks.

CRNA meets the quality set-aside and infant spending requirements annually through provider training, purchase of items to improve quality and site assessments. We will follow the yearly percentages (FY20 8%, FY21 9%, FY22 9%)”

Quality Improvement Activities

Copper River Native Association Public Law 102-477 Plan

Purchase first aid kits, fire extinguishers, smoke detectors, carbon dioxide detectors, gun locks, cabinet locks, fire ladders, flashlights, etc. We may also provide child age appropriate educational tools and toys. CRNA is working towards opening a State Licensed Child Care Center and we will assist with quality assurance measures to include health and safety equipment, educational materials, provider training, etc.

Compliance with Requirements for Health and Safety

CRNA certifies that there are requirements in effect designed to protect the health and safety of children that are applicable to child care providers of services for which assistance is provided under CCDF. Such requirements are listed in the plan below.

Health and Safety Standards

Prevention and Control of Infectious Disease

CRNA certifies that for Licensed Exempt Family Home and In Home based child care we have the following:

- Physical exam or health statement for providers and children
- Tuberculosis check for providers and children
- Up to date Immunizations for provider and children
- Hand-washing policy for providers and children
- Cleaning, sanitizing and disinfecting supplies
- Diapering policy and procedures
- Tobacco Exposure reduction
- Inaccessibility to poisonous plants, harmful animals and the Facility or Home must follow square footage requirements

Prevention of Sudden Infant Death Syndrome

- Safe sleep environment and equipment
- Safe sleep practices
- Supervision
- SIDS risk reduction

Administration of medication, consistent with standards for parental control

- Written permission from the parent of administration of medication to include prescription and nonprescription medication
- Proper storage of medication

Prevention of and response to emergencies due to food and allergic reactions

- Plan of care between the provider and parent/s for children with food allergies
- Parental and Provider response plan to allergic reactions due to food

Safety of Building and physical premises, including the identification of and protection from hazards that can cause bodily injury

- Building Inspection
- Fire Inspection, safety and evacuation plan
- Identification of and protection from hazards, bodies of water and vehicular traffic
- Active supervision
- Safe indoor and outdoor environments
- Safety of equipment, materials and furnishing

Copper River Native Association Public Law 102-477 Plan

Prevention of shaken baby syndrome, abusive head trauma and child maltreatment

- Infant and toddler appropriate developmental practices, to include how to cope with a crying/fussy infant
- Knowledge of shaken baby syndrome and abusive head trauma prevention and identification

Emergency preparedness and response planning resulting from a natural disaster or a human-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1-2) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5195a(a)(1-2))

- Written evacuation route for each location or premises that is being used for child care

Handling and storage of hazardous materials and the appropriate disposal of bio contaminants

- Use a safe storage of hazardous materials which includes a lock

Precautions in transporting children

- If a provider is transporting a child, they must follow child passenger safety laws

Pediatric first aid and cardiopulmonary (CPR) certification

- All providers will be required to hold a current Pediatric first aid CPR certification

Recognition and reporting of child abuse and neglect

- Any sign of child abuse and neglect must be reported

The following trainings will be available through CRNA and must be completed within 90 days of initial hire:

- Prevention and Control of Infectious Disease
- Prevention of Sudden Infant Death Syndrome
- Administration of medication, consistent with standards for parental control
- Prevention of and response to emergencies due to food and allergic reactions
- Safety of Building and physical premises, including the identification of and protection from hazards that can cause bodily injury
- Prevention of shaken baby syndrome, abusive head trauma and child maltreatment
- Emergency preparedness and response planning resulting from a natural disaster or a human-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1-2) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5195a(a)(1-2))
- Handling and storage of hazardous materials and the appropriate disposal of bio contaminants
- Precautions in transporting children
- Pediatric first aid and cardiopulmonary (CPR) certification
- Recognition and reporting of child abuse and neglect

Health and Safety Standards for Non-Relative License Exempt Family Home Care, In Home Care Providers and Center Based Care

Non-Relative License Exempt Family Home Care, In Home Care Providers and Center Based Care must follow all Health and Safety requirements and complete the required training provided by CRNA within 90 days of initial hire.

Copper River Native Association Public Law 102-477 Plan

Health and Safety Standards for Relative Providers

CRNA may exempt relative providers from health and safety requirements on a case by case basis and exercise its option, to exempt the following relatives from some or all of the health and safety requirements. The exempt relatives are: grandparents, great-grandparents, aunts, uncles, great-aunts, great-uncles and siblings if living in a separate residence.

Health and Safety Standards for Licensed Child Care Centers and Homes

The state monitors licensed child care centers and homes. We will review their established guidelines and pay for slots within these centers.

Monitoring and Enforcement of Health and Safety Standards

Non-Relative License Exempt Family Home Providers, In Home Care Providers and Center Based Care

CRNA certifies that procedures are in effect to ensure that child care providers caring for children comply with the health and safety requirements. Providers will be monitored by one designated CRNA staff member and they will perform announced and/or unannounced site visits as a method that will be used to effectively enforce the applicable child care requirements.

Family Relative Child Care Providers

CRNA may exempt relative providers from Health and Safety requirements on a case by case basis and in doing so they self-certify that the children in their care are free of hazards that can cause injury or disease.

State Licensed Child Care Centers and Homes

The State Monitors State Licensed Providers.

Ratios of Providers to Children and Qualifications

Non-Relative License Exempt Family Home Child Care, In Home Care Providers and Center Based Care

CRNA will follow the State of Alaska recommended provider to child ratio for Non-Relative Providers which is child care up to and not exceeding more than 4 children. If non-relative providers care for 5 or more children, they will be required to become State Licensed. Provider must be at least 18 years of age.

Family Relative Child Care Providers

Provider must be a least 18 years or age. CRNA may exempt the provider to child ratio for family relative providers on a case by case basis.

State Licensed Child Care Centers and Homes

For State Licensed Child Care Centers and Homes they follow the states guidelines.

Background Checks

Non-Relative License Exempt Family Home Child Care, In Home Care Provider and Center Based Care

CRNA requires all non-relative providers and household members sixteen (16) years or older who has contact with children to submit to the Background Checks listed below and must receive clearance before allowing access to children.

- FBI with Fingerprint check
- Alaska criminal registry or repository
- Alaska sex offender registry or repository
- States of residence within the last five years' sex offender registry or repository
- Alaska child abuse and neglect registry and database

Copper River Native Association Public Law 102-477 Plan

Family Relative Child Care Provider

CRNA Relative Provider Background Check will be considered on a case by case basis and will require the minimum background checks to be completed before initial hire:

- Alaska sex offender registry or repository
- States of residence within the last five years' sex offender registry or repository
- Alaska Court View
- Alaska child and neglect registry and database

State Licensed Child Care Centers and Homes

State Licensed Provider completes requirements by the State.

Appeal Process:

A Provider may appeal directly to the Background Check Program of their findings.

Quality Assurance:

CRNA will use the following to effectively enforce CCDF health and safety requirements:

- CRNA will issue a warning letter to comply and will state, if compliance is still an issue the payments will not be paid,
- The provider will be required to submit to a plan to correct violations cited during monitoring,
- CRNA will provide technical assistance to help correct the violation or prevention of such violations,
- Payments will not be paid.

Emergency Program Plan for Child Care

- Refer to Copper River Native Association's Emergency Program Plan for Child Care

X. Identify Program Administrator Responsibilities

Program Administrator's will, supervise staff, motivate employees, institute a food program, provide or organize training for staff, scheduling, evaluating staff, curriculum development, program assessment, Interpreting/Implementing and assess program needs for family, child care and business'.

Cluster Training:

Recruit instructor(s) to conduct on-site training(s) for large groups. Provide transportation to attend trainings.

Look at how are we tracking our children and meeting their needs, provide parent support, get children ready for school, focus on the whole child. Let's keep our hands safe & have a soft touch/gentle touch.

Resources/Quality Efforts

Create cooperative agreements with agencies who work with children such as but not limited too; WIC, State Child Care, Food Program, Head Start, Child Development Center, Kindergarten, Grade school, High school, Colleges, ICRI, RurAL CAP, Thread, Health departments and the State of Alaska, AmeriCorps; early literacy; assessing 3 times a year, quality plan/logic models, financial program. School District: Birth to 3, Infant Learning Center, and Early Intervention Program.

Utilize our Elders to create a curriculum to teach language & culture while the child is being provided care. Make a commitment to teach the traditional ways and speaking the language.

Copper River Native Association Public Law 102-477 Plan

When available send children to Ahtna Literacy Classes.

Measurement Tool:

TABE Test: Tests skills and aptitude in reading, math, and English, as you'll apply them in the workforce or classroom.

Utilize additional tools and tests, as appropriate.

XI. Hearings, Appeals, Fraud and Compliance

A. HEARING AND APPEALS:

Any applicant or recipient may appeal the decision by our Tribal Community Services Department or 477 program. A hearing must be set within 10 days of the date of the request for the hearing and given a written notice of to the applicant or recipient. Written notice will include date, time, location, and a statement of the facts and issues giving rise to the appeal. The applicant or recipient may be heard in person, or to be represented by an authorized representative at no cost to the organization. In addition, the applicants or recipients have the right of one continuance of no more than 10 days with respect to the date of the hearing schedule.

A written decision within 10 days of the completion of the hearing must be rendered which includes a written statement covering the evidence and a reason for the decision. At this time the applicant's or recipient's right to appeal the designated representative's decision.

During the appeal process, the recipient will continue to receive general assistance to ensure there is no financial burden until a decision has been made.

B. FRAUD

Applicants sign a Certification and Agreement at the time of applying for services acknowledging that knowingly and willfully falsifying or providing fraudulent information will be immediate termination from the program and subject to prosecution under 18 U.S.C. Section 1001 25CFR20.607

C. COMPLIANCE WITH 477 REPORTING

Copper River Native Association agrees to report annually on consolidated activities undertaking joint expenditures made under the plan on the approved 477 reporting forms.

The Policies created prior to today will be considered for revision. In Lieu of those policies we will operate on best practices.

Copper River Native Association Public Law 102-477 Plan

Attachment B

Assurances and Certifications

The applicant Tribe or tribal consortium assures that:

- (1) Upon approval, it will have in effect a program that complies with the provisions of the Plan printed herein, and is administered in accordance with the Child Care and Development Block Grant Act of 1990, as amended (the Act), Section 418 of the Social Security Act, and all other applicable Federal laws and regulations. (658D(b) of the Act, 658E(a) of the Act, 45 C.F.R. 98.15(a)(1))
- (2) The parent(s) of each eligible child within the Tribe or tribal service area who receives or is offered child care services for which financial assistance is provided is given the option either to enroll such child with a child care provider that has a grant or contract for the provision of the service or to receive a child care certificate. (658E(c)(2)(A)(i) of the Act, 45 C.F.R. 98.2, 45 C.F.R. 98.30, 45 C.F.R. 98.15(a)(2)) **[Exempt Tribal Lead Agencies are not required to operate certificate programs.]**
- (3) In cases in which the parent(s) elect(s) to enroll the child with a provider that has a grant or contract with the Lead Agency, the child will be enrolled with the eligible provider selected by the parent to the maximum extent practicable. (658E(c)(2)(A)(ii) of the Act, 45 C.F.R. 98.15(a)(3), 45 C.F.R. 98.30)
- (4) The child care certificate offered to parents shall be of a value commensurate with the subsidy value of child care services provided under a grant or contract. (658E(c)(2)(A)(iii) of the Act, 45 C.F.R. 98.15(a)(4), 45 C.F.R. 98.30) **[Exempt Tribal Lead Agencies are not required to operate certificate programs.]**
- (5) The Tribe, or tribal consortium, will coordinate, to the maximum extent feasible, with the Lead Agency(ies) in the State(s) in which the child care programs or activities will be carried out. (45 C.F.R. 98.12, 45 C.F.R. 98.14(a)&(b), 45 C.F.R. 98.81(b)(3)(i), 45 C.F.R. 98.82)
- (6) Tribal Child Care and Development Fund programs and activities will be carried out for the benefit of Indian children on an Indian reservation (except for Programs located in Alaska, California, or Oklahoma). (45 C.F.R. 98.81(b)(3)(ii), 45 C.F.R. 98.83(b))
- (7) With respect to State and local regulatory requirements (or tribal regulatory requirements), health and safety requirements, payment rates, and registration requirements, State or local (or tribal) rules, procedures or other requirements promulgated for the purpose of the Child Care and Development Fund will not significantly restrict parental choice from among categories of care or types of providers. ((658E(c)(2)(A) of the Act, 45 C.F.R. 98.15(a)(5), 45 C.F.R. 98.15(p), 45 C.F.R. 98.30(e)&(f), 45 C.F.R. 98.40(b)(2), 45 C.F.R. 98.41(b), 45 C.F.R. 98.43(d), 45 C.F.R. 98.45(d))

The applicant Tribe or tribal consortium also certifies that:

- (1) It has procedures in place to ensure that providers of child care services for which assistance is provided under the Child Care and Development Fund afford parents unlimited access to their children and to the providers caring for their children during the normal hours of operation and whenever such children are in the care of such providers. (658E(c)(2)(B) of the Act, 45 C.F.R. 98.15(b)(1), 45 C.F.R. 98.31)
- (2) It maintains a record of substantiated parental complaints and makes information regarding such complaints available to the public on request. (658E(c)(2)(C) of the Act, 45 C.F.R. 98.15(b)(2), 45 C.F.R. 98.32)
- (3) It will collect and disseminate to parents of eligible children and the general public, consumer education information that will promote informed child care choices. (658E(c)(2)(D) of the Act, 45 C.F.R. 98.15(b)(3), 45 C.F.R. 98.33)
- (4) There are in effect licensing requirements applicable to child care services provided within the State (or area served by the tribal Lead Agency), pursuant to 45 C.F.R. 98.40. (45 C.F.R. 98.15(b)(4), 45 C.F.R. 98.40)
- (5) There are in effect, under tribal, local or State law, requirements designed to protect the health and safety of children; these requirements are applicable to child care providers that provide services for which assistance is made available under the Child Care and Development Fund. (658E(c)(2)(F) of the Act, 45 C.F.R. 98.15(b)(5), 45 C.F.R. 98.41)
- (6) Procedures are in effect to ensure that child care providers that provide services for which assistance is provided under the Child Care and Development Fund comply with all applicable health and safety requirements. (658E(c)(2)(G) of the Act, 45 C.F.R. 98.15(b)(6), 45 C.F.R. 98.41)
- (7) Payment rates under the Child Care and Development Fund for the provision of child care services will be sufficient to ensure equal access for eligible children to comparable child care services in the Tribe or tribal service area that are provided to children whose parents are not eligible to receive assistance under this program or under any other Federal or State child care assistance programs. (658E(c)(4)(A) of the Act, 45 C.F.R. 98.15(b)(7), 45 C.F.R. 98.43)
- (8) By the end of each three-year funding period (expenditure period for each Federal fiscal year's grant funding), the Tribe must have expenditures that are equal to grant funds received for that that Fiscal Year. (45 C.F.R. 98.67(c))

Attachment C

Statutory and Regulatory Requirements That Will Not be Waived

The following are the CCDF statutory and regulatory requirements that will not be waived under a consolidated 102-477 plan.

1. Grantees will coordinate, to the maximum extent feasible, with the Lead Agency (ies) in the State(s) in which the child care programs or activities will be carried out.

Copper River Native Association Public Law 102-477 Plan

(658O(c)(2)(A) of the Act, 45 C.F.R. 98.12, 45 C.F.R. 98.14(a)&(b), 45 C.F.R. 98.81(b)(3)(1), 45 C.F.R. 98.82)

2. Grantees must describe the results of the Lead Agency's coordination activities with agencies responsible for health (including the agency responsible for immunizations), education, employment services or workforce development, and the State TANF agency and/or tribal TANF agency – if the Tribe is operating its own TANF program.
(45 C.F.R. 98.14(a), 45 C.F.R. 98.16(d))

3. With the exception of applicants located in Alaska, California, or Oklahoma, CCDF programs and activities will be carried out for the benefit of Indian children on Indian reservations.
(658O(c)(2)(B) of the Act, 45 C.F.R. 98.81(b)(3)(ii), 45 C.F.R. 98.83(b))

4. Applicants must demonstrate the administrative capability to successfully administer the proposed program in their initial plan.
(658O(c)(3)(B) of the Act)

5. Grants and/or contracts are limited to a period of no more than 3 years.
(658O(c)(4) of the Act)

6. Funds may not be used for the purchase or improvement of land.
(658F(b)(1) of the Act, 45 C.F.R. 98.54(b)(1))

7. Funds may not be used to pay for tuition or to contract for sectarian activities including worship or instruction.
(658M of the Act, 45 C.F.R. 98.54(c)&(d))

8. Applicants must assure they will comply with provisions regarding a drug-free workplace, nondiscrimination, section 504 of the Rehabilitation Act of 1973, Education Amendments, and Age Discrimination Act of 1975, as amended at 45 CFR part 91.
(45 C.F.R. 98.13(b)(5))

Note: Since these certifications and assurances are required as part of the consolidated 102-477 plan, they do not need to be submitted with the CCDF application.

9. At least one public hearing must be held by Tribes to allow for public comment.
(45 C.F.R. 98.14(c))

10. Grantees shall establish, and periodically revise a sliding fee scale(s) that provides for cost sharing by families, and is based on income and family size. Grantees may waive contributions and may apply different sliding fee scales.
(658E(c)(5) of the Act, 45 C.F.R. 98.42)

11. For grantees that receive \$500,000 or more in CCDF funding for a year, the grantee must spend no less than 4 percent from each fiscal year's allotment for quality activities that are designed to provide comprehensive consumer education to parents and the public, activities that increase parental choices, and activities designed to improve the quality and availability of child care such as resource and referrals services [(658G) of the Act, 45 C.F.R. 94.51].

12. There are in effect, under tribal, local or State law, requirements designed to protect the health and safety of children that are applicable to child care providers of services for which CCDF assistance is provided. These requirements shall include the prevention and control of infectious diseases (including immunizations); building and physical premises safety; and minimum health and safety training appropriate to the provider setting.
(45 C.F.R. 98.41(a))

13. Grantees must submit a request to the Secretary of the Department of Health and Human Services, in accordance with uniform procedures, to use funds for construction and renovation purposes. Funds may not be used for construction or major renovation of child care facilities until the Tribe's 102-477 scope of work has been modified to allow for construction or major renovation.
(658O(c)(6)(C) of the Act, 45 C.F.R. 98.84(a)&(b))

14. Grantees are not permitted to use amounts for construction or renovation purposes if such use will result in a decrease in the level of services provided by the grantee in the preceding fiscal year.
(658O(c)(6)(C) of the Act, 45 C.F.R. 98.84(b)(3))

15. Not more than 15 percent of the aggregate CCDF funds expended by a Tribal Lead Agency from each fiscal year (including amounts used for construction and renovation in accordance with 45 C.F.R. 98.84, but not including the base amount provided under 45 C.F.R. 98.83(e)) shall be expended for administrative activities. Amounts used for construction and major renovation in accordance with 45 C.F.R. 98.84 are not considered administrative costs.
(45 C.F.R. 98.52(b), 45 C.F.R. 98.83(g))

16. Grantees' fiscal and accounting procedures shall be sufficient to permit the preparation of required reports and the tracing of expenditures to a level of expenditure adequate to establish that such funds have not been used in violation of 45 C.F.R. 98 Subpart G.
(45 C.F.R. 98.67(c))