

# **SPIRIT LAKE TRIBE COVID-19 EMERGENCY RELIEF GRANT #2 ASSISTANCE GRANT PROGRAM**

## **INSTRUCTIONS FOR CONFIDENTIAL GRANT APPLICATION**

The Spirit Lake Tribe has established a second COVID-19 Emergency Grant Program to provide financial relief to tribal members who have suffered financial impacts as a result of the COVID-19 public health emergency due to the loss of income, closure of businesses and stay at home orders and increased expenses attributable to the pandemic. In order to receive a grant, an applicant must demonstrate eligibility for a grant on an application supported by information showing need. The Tribal Council extended the deadline from December 18, 2020 to February 28, 2021.

**Applicants:** To qualify to apply for a grant, an applicant must be an enrolled Tribal member and 18 years or older on December 18, 2020. No person is eligible for a grant while incarcerated. A grant shall be for the amount of actual COVID-19 impacts shown for the applicant up to a maximum of \$500.

Applicants must provide information about financial impacts attributable to COVID-19 such as job loss, reduced work hours, lost business income, other adverse income impacts attributable to COVID-19 public health emergency. Additional or increased food and household expenses due to price increases, added travel due to shortages when shopping, unable to pay rent or mortgage, electricity, medical, and other expenses due to the COVID-19 public health emergency. For travel use extra miles per week round trip times 57.5 cents = total expense. Attach receipts, bills, and any other documents if available.

Applicants must provide honest, accurate information supported by available documentation. An individual application is to be fill out by the member and submitted by the member; all members of a household residing together, including children who are legal dependents 18 years old and above. This program applies to Tribal members whether living on or off the reservation. Should another individual submit an application for you without your knowledge, the Spirit Lake Law & Order Code 3-7-120 Fraud will apply.

The application may include information on lost income and additional expenses attributable to the COVID-19 public health emergency from March 1, 2020 to the date of application and estimated through December 30, 2020. Receipts and other documentation supporting the application shall be included with the application as much as possible when available. However, while strongly encouraged, a receipt for every expense is not required.

If you have already received an award of funds from the Spirit Lake COVID-19 Emergency Grant program, you cannot include income losses or expenses that were previously included in your previous application. Moreover, you cannot have received assistance from any other program, including any other tribal, federal, or state COVID-19 related program for any of the expenses you are now claiming in this application.

**Do not include receipts for medical expenses due to privacy.**

Grantees should consult with their tax advisor regarding taxability of grant funds.

Applications may be retrieved from the tribe's website [spiritlakenation.com](http://spiritlakenation.com) and submit applications as follows:

Sicily Ducheneaux at [sicilyd@spiritlakenation.com](mailto:sicilyd@spiritlakenation.com) or call (701) 381-2207 if you need assistance

Cora Whiteman at [slt-adminsec@spiritlakenation.com](mailto:slt-adminsec@spiritlakenation.com) or call (701) 381-0946 if you need assistance.

Charmayne Bohanon at [sltedu@spiritlakenation.com](mailto:sltedu@spiritlakenation.com) or call (701) 230-0972 if you need assistance.

District Representatives and volunteers will distribute throughout the districts.

Completed applications: A drop-off box for local residents will be located at the Tribal Building with Tribal Security  
**Applications must be received by February 28, 2021.**

Please allow up to two weeks for processing time. Picking up checks will not be available due to COVID-19 social distancing for safety of all concerned.



**SPIRIT LAKE COVID-19 EMERGENCY RELIEF  
GRANT #2 APPLICATION**

Spirit Lake Tribe, PO Box 359, Fort Totten, ND 58335, Phone: 701-766-4221, Fax 701-766-4126

**Every tribal member 18 years old and above who is not incarcerated is eligible to apply for a grant. APPLICATIONS WILL BE ACCEPTED BEGINNING ON NOVEMBER 16, 2020.  
THE EXTENDED DEADLINE TO SUBMIT AN APPLICATION IS FEBRUAR 28, 2021.  
Checks will be mailed-no exceptions.**

**PLEASE COMPLETE APPLICATION IN ITS ENTIRETY. INCOMPLETE APPLICATIONS MAY BE DELAYED UP TO TWO (2) WEEKS OR LONGER.**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Spirit Lake Tribal Enrollment #: \_\_\_\_\_ SS # (last four digits) \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**WHAT IS YOUR COVID-19 RELATED NEED?** Please state the amount of household income losses or expenses, including any increased expenses, due to quarantine, stay-at-home order or other COVID-19 impacts from March 1, 2020 – Dec. 30, 2020. The grant will be for the amount of actual COVID-19 financial impacts shown up to a maximum of \$500 for an adult 18 years and above.

Job/income loss/reduction \$ _____	Rent/Mortgage \$ _____	Travel \$ _____
Household Items \$ _____	Utilities (including Internet) \$ _____	Medication \$ _____
Medical Equipment \$ _____	Cleaning \$ _____	Food \$ _____
Education/supplies \$ _____	Purchase of PPE \$ _____	Child Care \$ _____

If you have already received an award of funds from the Spirit Lake COVID-19 Emergency Grant program, you cannot include income losses or expenses that were previously included in your previous application. Moreover, you cannot have received assistance from any other program, including any other tribal, federal, or state COVID-19 related program for any of the expenses you are now claiming in this application.

**SPIRIT LAKE ENROLLED TRIBAL MEMBERS**

By my signature below, I attest that the information provided above is true and correct. I understand that if I purposely falsify this document in order to receive funds, I will jeopardize future services with the Spirit Lake Tribe.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY – PLEASE DO NOT WRITE IN THIS SPACE**

**TOTAL APPROVED  
GRANT AMOUNT**

**Date Application Received** \_\_\_\_\_ **Amount Approved** \_\_\_\_\_

**Caseworker Initials** \_\_\_\_\_