



**CONFEDERATED TRIBES OF  
COOS, LOWER UMPQUA AND SIUSLAW INDIANS  
ENROLLMENT DEPARTMENT**

1245 Fulton Avenue - Coos Bay, OR 97420

Telephone: (541)888-7506 Toll Free 1-888-280-0726 Fax: (541)888-2853

October 19, 2021

Dear Tribal Member,

Tribal Council has made the decision to utilize American Rescue Plan funds to provide cash assistance to eligible Tribal Member households to address negative economic impacts caused by the COVID -19 pandemic during the period of March 3, 2021 through December 31, 2021. The amount of assistance for 2021 is based on Tribal Council's assessment of the severity of actual and reasonably anticipated COVID-19 economic impacts upon our Tribal Member population during this time period. Please note that this assistance must only be used to address these specific impacts.

**Beginning October 19, 2021**, each eligible enrolled adult member and enrolled minor child will be able to submit an application to receive this assistance. **Deadline for submission of a complete application is November 30, 2021.**

**To be eligible to receive this assistance payment:**

1. You must be an Enrolled CTCLUSI member as of October 17, 2021 **OR** you must have a completed Enrollment Application approved by the Enrollment Committee by November 9, 2021.
2. You must have an approved Tribal Member Emergency COVID -19 General Welfare Assistance American Rescue Plan (ARPA) application on file.
3. You or your household experience negative impacts from the COVID -19 Pandemic in an amount not less than the assistance amount.

If you have any questions, please contact ENROLLMENT by email at [jmcneil@ctclusi.org](mailto:jmcneil@ctclusi.org) for further instruction.

- Applications must be submitted and approved by December 1, 2021.

Please stay healthy and safe,

Debbie Bossley  
Tribal Council Chair



## **INSTRUCTIONS FOR APPLICATION**

### For Tribal Member COVID-19 Emergency Assistance American Rescue Plan Act (ARPA) Program

CTCLUSI has developed the Tribal Member Emergency COVID-19 General Welfare Assistance American Rescue (ARPA) Program (“Program”) to provide emergency economic assistance to enrolled Tribal members to address economic impacts caused by the COVID-19 pandemic between March 3, 2021 and December 31, 2021, utilizing American Rescue Plan Act (ARPA) funding from the federal government, and also meet the tax-exempt Tribal General Welfare Exclusion Act requirements. Combined, these federal regulations and funding require an assessment of an individual member’s COVID-19-related economic impacts during the relevant time period. Below are general instructions for completing your application.

#### **PART 1**

1. Each adult Tribal Member must fill out the application for all enrolled minor CTCLUSI members in your household living as of **October 17, 2021**. The Tribe will make payment to each adult head of household to include all enrolled minor CTCLUSI members in the household. The term “head of household” is defined within IRS regulations.
2. The Emergency Assistance is \$5,500 per eligible Adult CTCLUSI member, aged 18 years and older; \$2,500 per eligible CTCLUSI tribal member, aged 17 years and under;
3. All pending enrollment applications that are approved by the Enrollment Committee on by **November 9, 2021** will be considered as eligible for assistance once the Enrollment Process has been completed and a Enrollment roll number issued.
4. If you are a single adult CTCLUSI member and do not have any enrolled CTCLUSI member dependents, leave the remainder of **Part 1** blank and fill out the remainder of the Application.
5. If you are a non-member adult that has legal custody or guardianship of enrolled CTCLUSI member children, please fill out the Head of Household information, leave blank the Tribal Enrollment Number, and attach a copy of your legal custody or guardianship court orders.

#### **PART 2**

6. In Part 2, please check any and all boxes that apply to you and/or your family, to address economic impacts that you have, are, or reasonably expect to incur between March 3, 2021 – December 31, 2021, and if you have a COVID-19 related economic impact that is not listed, please include and provide a brief description in the section entitled “Other Unanticipated Costs Caused by COVID-19.”

#### **PART 3**

7. Your certification is critical to your eligibility and tax-exemption, therefore ensure you are able to verify your COVID-19 related costs should the federal government and/or IRS request additional information from you as an individual taxpayer.
8. The form may be completed and submitted in the following manners:
  - a. Online; the Application Form is on the CTCLUSI’s website at <https://www.ctclusi.org>. It may be filled out with a computer and a digitalized signature stamp with your name, date and time.
  - b. Hard copy: you may complete and fill-out and sign a hard copy that was mailed to you. (Online is PREFERRED)



- c. Completed applications may be sent by email to: [jmcneil@ctclusi.org](mailto:jmcneil@ctclusi.org) or by U.S. Mail, addressed to CTCLUSI Enrollment Office, 1245 Fulton Avenue, Coos Bay, OR 97420. Regardless of the method please ensure adequate time for your Application to be received by the deadline.
- 9. The Tribe will verify Tribal member enrollment, that needs are identified in **Part 2** and the certification in **Part 3** is signed by each adult member.
- 10. In the event you determine that all or part of this assistance is not needed to address COVID-19 economic impacts during the relevant time period, please return the funds by December 31, 2021 by mailing a check or money order to: CTCLUSI, Finance Dept., 1245 Fulton Avenue, Coos Bay, OR 97420.
- 11. APPLICATION SUBMISSION DEADLINE BY: November 30, 2021 at 5:00 pm, Pacific Time (PT)
- 12. DISTRIBUTIONS: All Applications will be processed in the order they are received.

<b>Applications Received and Approved by:</b>	<b>Will be Mailed By:</b>
October 29, 2021	November 5, 2021
November 12, 2021	November 19, 2021
November 30, 2021 (Deadline)	December 10, 2021

**Community Input Survey**

- a. **Online:** the Community Input Survey is on the CTCLUSI’s website at <https://www.ctclusi.org>.  
**(ONLINE PROCESS PREFERRED)**
- b. **Hard Copy:** the survey may be sent by email to: [jmcneil@ctclusi.org](mailto:jmcneil@ctclusi.org) or by U.S. Mail, addressed to CTCLUSI Enrollment Office, 1245 Fulton Avenue, Coos Bay, OR 97420.

Contact for further information: Jeannie McNeil, Enrollment at 541-888-7506 or email [jmcneil@ctclusi.org](mailto:jmcneil@ctclusi.org)



## TRIBAL MEMBER EMERGENCY COVID-19 GENERAL WELFARE ASSISTANCE AMERICAN RESCUE PLAN (ARPA) PROGRAM

October 14, 2021

### **Program Description:**

This American Rescue Plan (ARPA) COVID-19 General Welfare Assistance Program (“Program”) is intended to provide direct economic assistance to Tribal Members of the Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians (“Tribe” or “CTCLUSI”) to address economic impacts arising from the COVID-19 pandemic in 2021.

### **Economic Need:**

As the pandemic continues to impact our Nation, both the public health and economic impacts of the pandemic have fallen most severely on communities and populations disadvantaged before it began. Low-income communities, people of color, and Tribal communities have faced higher rates of infection, hospitalization and death, as well as higher rates of unemployment and lack of basic necessities like food and housing. Pre-existing social vulnerabilities magnified the pandemic for our Tribal Members.

The Tribe has determined that as a result, it is imperative to provide General Welfare Assistance on an emergency basis to our Tribal Members, to address economic impacts arising from the COVID-19 pandemic, incurred between March 3, 2021 and December 31, 2021 (“Assistance”). Eligible uses of this Emergency Assistance are to defray COVID-19 pandemic related-costs, expenses, and income losses, including but not limited to, loss or reduction of employment income, loss or reduction of self-employment or business income, increased costs of living expenses for necessary items such as food, housing, utilities, internet for telework, looking for work, or distance learning for students, medical and other anticipated and unanticipated living expenses and/or income losses.

The Tribe also notes the following economic data:

- Average monthly cost of living expenses for the Oregon Counties of Lincoln, Lane, Coos, Douglas, and Curry in 2020 was \$4,470. (<https://livingwage.mit.edu/counties/41015>)
- Per USDA, current food prices have risen 3.7% from 2020. (<https://www.ers.usda.gov/data-products/food-price-outlook/summary-findings/>)

The Tribe has received federal American Rescue Plan (ARPA) Fiscal Recovery Funds and has determined that it is necessary and appropriate to allocate a portion of those funds to its members that certify that direct cash assistance is necessary to address economic impacts arising from the COVID-19 pandemic in compliance with the (ARPA) permitted uses. This Emergency Assistance is to be paid to members on a nontaxable basis in

accordance with the requirements of the federal Tribal General Welfare Exclusion Act, Public Law 113-168 in 2014.

The Emergency Assistance amounts listed herein are determined to be reasonable and necessary and are not lavish or extravagant under the circumstances. This Emergency Assistance does not discriminate in favor of any CTCLUSI Tribal Council member. These Emergency Assistance benefits are not compensation for services.

**Benefit Assistance:**

Based on economic data for cost of living and the Tribal members’ state of economic hardship an economic uncertainty resulting from the COVID-19 pandemic, the Tribe has determined it is necessary and imperative to provide Emergency Assistance to its members for COVID-19 related costs incurred between March 3, 2021 and December 31, 2021.

- Adult Tribal member, aged 18 and over, \$5,500.
- Minor Tribal Member, aged 17 and under, \$2,500.
- Incarcerated Tribal Members \$500

Incarcerated members are those who have had their housing, utilities and food provided for due to their incarceration at a state or federal correctional facility from March 3, 2021 to the distribution date, but who have been subject to quarantine and hazards due to the facility environment and who need to have additional support and increased contact with family for mental health. The amount of 500.00 is to be for communication purposes only.

**Eligibility:**

Eligibility is based on the following:

- 1) Must be an enrolled Tribal Member who is living and appears on the Tribe’s official tribal enrollment roll as of October 17, 2021, or the biological child of an enrolled Tribal Member whose enrollment application has been approved by November 9, 2021 by the Enrollment Committee, and as certified by the Tribe’s Enrollment Office (collectively “Eligible Tribal Members.”)
- 2) Must submit a signed, certified Application Form that demonstrates eligibility in accordance with this Program no later than 5:00 pm on November 30, 2021

**Application Form:**

Eligible Tribal Members must complete an Application Form that they sign to certify their economic need and the use of the assistance payment. The Form also includes any Eligible Tribal Members in the household for whom the Emergency Assistance payments are to be made. The Tribe’s Enrollment Office will verify the date received and eligible enrollment status and the Tribe’s Finance Office will verify that the Application is complete, including identified needs and required signature certifications. All payments will be made by check and mailed out per U.S. Mail.

**Application Deadline and Distributions:**  
**The deadline for submitting Applications is 5:00 pm, November 30, 2021.**

<b>Applications Received and Approved by:</b>	<b>Will be Mailed By:</b>
October 29, 2021	November 5, 2021
November 12, 2021	November 19, 2021
November 30, 2021 (Deadline)	December 10, 2021

Adopted by CTCLUSI Tribal Council Resolution #20-122 on October 14, 2021