

Puyallup Tribe of Indians  
**ADULT ACTIVITIES SUPPORT SERVICES  
POLICIES AND PROCEDURES**

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**PURPOSE**

The intent of the **Adult Activities** Support Services Program is to aid Tribal member adults with monetary assistance for 1) Entry into a sports team or tournament **(EACH TEAM HAS TO HAVE 5 OR MORE BEFORE MY PROGRAM CAN PAY FOR TOURNAMENT FEE'S. THIS IS FOR ALL SPORTS)** 2) Participation in martial arts, health club membership and/or Native American arts registration fees.

No longer reimbursing for Basket weaving kits due to Fraud. **We don't REIMBURSE for fees THIS FY OCT 2023-2024 ONLY**

**ELIGIBILITY REQUIREMENTS:**

1. Must be an enrolled member of the Puyallup Tribe of Indians;
2. Must be 18 years or older;
3. Applicant must be a participant in the event; and
4. Applicant cannot sponsor another Tribal member.

**MAXIMUM FUNDING PROVIDED**

The total amount of funding per year (October 2023-2024) is \$1000.00. The amount can be divided among each category. If the amount exceeds \$1000, the applicant will be responsible for the difference.

**SECTION 1: SPORTS SPONSORSHIP FOR SPORTS TEAMS AND TOURNAMENTS.**

**Applicant must:**

- Fill out Adult Activities Support services Application;
- List all Team Members (If applicable); **It's Applicant responsibility to retrieve and provide invoice to program;**
- All participating Puyallup tribal team members must fill out application: 1) participant is using their own Adult Activities Support Services allocation.
- Must provide flyer or entry form that states the event, date, and entry fee to Program Coordinator

**SECTION 2: OTHER ACTIVITIES; MARTIAL ARTS AND HEALTH CLUB MEMBERSHIPS**

**Applicant must:**

- Fill out Adult Activities Support Services Application; make sure it's filled out front to Back
- Provide registration form for activity. Registration must include:

- **Name of activity; address, zip code, phone number**
- Cost per lesson; hourly rate registration fee, monthly payment 3 mo., 6 mo., 12 months make sure you ask the vendor.
- Billing/invoice information
- **Please note; this activity does not pay for travel or Hotel.**

### **NATIVE AMERICAN ARTS AND CRAFTS CLASSES FROM INSTRUCTOR:**

Instruction must be a certified and/or licensed to teach Native American Arts and Crafts Classes. This could include but not limited to: certification/business license, letter from college/entity sponsoring class, documented history of teaching classes.

### **(APPLICANT/VENDOR MUST)**

- ✚ Fill out Adult activities Support Services Application
- ✚ Applicant must fill out Class Registration Form (provided by Instructor. Form must include: name of class, timeframe, location of class. Instructor must indicate acceptance into class and sign form. Include with AASS Application.
- ✚ Vendor must fill out Native American Class Instruction Invoice Form (provided). Include:
  - ✚ Instructor Name:
  - ✚ Description of class;
  - ✚ Location;

### **REIMBURSEMENT OF FUNDS**

If an adult relinquishes participation in any program and payment has been made to vendor, the Tribal member will either; 1) seek reimbursement from vendor or 2) reimburse the Tribe the amount of assistance issued to vendor

### **WAIVERS**

**No waivers or exceptions to this policy will be allowed, including eligibility.**

### **OTHER INFORMATION**

The Adult Activities Support Services Program is funded by the Puyallup Tribe of Indians, therefore, at any time the amount of funding can either decrease or increase based on funding allocations.

**ORIGINATION: Revised: 06/16 05/11/17 06/29/23**