

2020 Puyallup Tribe of Indians COVID-19 Emergency Assistance Policies

As of June 24, 2020

The CARES Act authorized funding for Tribes to assist with the effects of COVID-19. There are restrictions in how the Tribes can use these funds, the Act states in § 601(f), the funding uses:

- (1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) were not accounted for in the budget most recently approved as of the date of enactment of this section; and
- (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

This means that funding may be used for expenditures that were not budgeted for and not routine and are a direct response of COVID-19 and necessary to minimize the effects of COVID-19 from March 1, 2020, through December 30, 2020.

The Puyallup Tribal Council has authorized a new program to help minimize the effects of COVID-19 from March 1, 2020, through December 30, 2020. Requests will be limited to two (2) per month. Total payments are capped at \$4,000 per adult member and \$750 per minor member made payable to the parent or legal guardian of the minor member.

These distributed funds may be used to assist with your financial obligations. However, it is the responsibility of the members to keep receipts and/or records of all related expenses in how these distributions are spent. Any questions on tax liability should be directed to their tax advisor.

Eligibility for the program will require the adult member and parent or legal guardian to provide justification and supporting documents to the impacts from COVID-19. We understand that these impacts may be unique to each individual and would like to set up an appointment to assist in identifying impacts and proper and reasonable documentation. Assistance that is covered through any other program at the Tribe or elsewhere is not considered a loss; there is no double-dipping.

Potential eligible losses may include:

Potential Loss	Example
Loss of employment	Applicant loses job or furloughed
Reduction in hours	Applicant is employed, but hours were reduced to 34 hours and typically worked 40 hours, the difference of 6 hours for the duration of the reduction is an eligible loss
Loss or reduction of employment benefits	Applicant is employed, but due to COVID-19, employer eliminated a benefit that directly provided income to employee
Loss of income source due to canceled events	Applicant is a powwow dancer and routinely wins dance competitions, but due to the cancellation of the powwows this is a lost opportunity of income
Increase in food or utility costs	Applicant has additional food or utility costs due to the increased amount of time spent at home by the applicant and its dependents
Educational expenses to accommodate homeschooling	Applicant buys a laptop that is necessary for their child to homeschool when schools were canceled
Work expenses to accommodate teleworking	Applicant pays for childcare or other equipment not covered by employer (laptop, printer, or office supplies)
Childcare expenses	Applicant paid childcare expenses due to school closure and daycare closure
Health and/or safety precautions	Applicant buys masks, hand sanitizer, gloves (or materials for)
Other responses to ensure health, safety, and welfare during this period	Applicant buys more goods for reserves, increased cost of toilet paper, mental health

2020 Puyallup Tribe of Indians COVID-19 Emergency Assistance FAQs

Who is eligible to receive COVID-19 Emergency Assistance?

The funds are available for adult (18+) Puyallup Tribal Members for up to \$4,000 and parents or legal guardians of minor Puyallup Tribal Members up to \$750 for each minor. The parents or legal guardians may be asked to provide proof of guardianship.

How long does this program last?

This program is a temporary program funded from the CARES Act passed in March by Congress for relief from Coronavirus (COVID-19) for losses from March 1, 2020, through December 30, 2020.

Why is the application deadline December 1, 2020, and not December 30, 2020?

Tribal staff need time to properly receive and process intake forms and close out the program.

Will everyone get the same amount?

Each member is uniquely situated and impacts from COVID-19 will be equally different. Due to the restrictions on this funding, each member will be distributed for the amount of any eligible losses (including documentation) up to \$4,000 for adult members and up to \$750 for minor members. This will result in various payment amounts depending on the member's eligible losses.

What about the children, how can they claim losses?

In households with minor members, the amount that the collective household can claim is increased by \$750 with each child. This does not automatically result in \$750 to the household instead, distributions will be made payable to the adult on behalf of eligible household losses. For example, an adult member with 2 minor members would be eligible for a collective household loss of \$5,500 (\$4,000 max from the adult member and \$750 for each minor member).

Who is eligible to receive the minor portion?

If there is a dispute who should receive the increase in limit, the adult should provide documentation that they are the correct party to receive the increased limit.

Who should fill out the application if multiple adult Puyallup Tribal Members live in the same household?

The application was set up so those with multiple children would not need to fill out multiple applications. There is enough funding for each adult Puyallup Tribal Member to receive up to \$4,000 for eligible losses. If an adult member lives with another adult member each member should fill out their own application.

Do CAP policy guidelines apply to this funding?

No, CAP policy guidelines do not apply to this funding as this is a separate program created from federal funding in the CARES Act and will apply to all adult members regardless of their location. However, the CARES Act funding is very specific that it must be spent helping with eligible losses from COVID-19. Eligible losses include loss of employment, reduction in hours, increased expenses in food and utilities, work or educational expenses necessary to perform from home due to the stay-at-home order.

Can I provide my rent or mortgage statements as part of my documentation of a loss?

No, your rent or mortgage statement is not documentation of an eligible loss. The program does not require rent or mortgage statements as proof, it is unlikely that there was an impact because your rent existed before and will exist after COVID-19 with no documentable increase. Instead your focus should

be on why there were difficulties paying your mortgage such as loss of income or the responsibility in buying extra food to stock up.

Will I need to provide a late notice for payment?

Proof that you did not pay a bill is not proper documentation. Instead the focus is on why the bill was not paid. This can be documented by proof of loss of income by a letter or email from your employer that you have been furloughed or had a reduction in hours, or by proof of additional expenses due to COVID-19.

Will this funding be sent directly to the landlord or utility company?

No, the distribution will be a check payable to the applicant for the amount (up to \$4,000 for adults or up to \$750 for minors' parent or legal guardians) of eligible losses.

What does it mean to "double dip"?

You cannot document a loss that was not yours. For example, if your employer paid for a laptop or printer for you to work at home, you cannot use that receipt for documentation that there was a loss because the loss was not yours.

What if I received unemployment benefits?

If you have already received unemployment benefits that were equal or greater than what you would have received as an employee, this is not an eligible loss. If you received unemployment benefits that were less than what you would have received as an employee, the difference between the two is an eligible loss of income.

Can I use this and CAP?

This is a separate program from the CAP program, and there is no reason that you have to choose either. CAP pays for your mortgage and utility payments and this program will provide a direct payment that we encourage you to pay your financial obligations once you receive a check reimbursing you for your eligible losses.

How can I spend these distribution funds?

It is the intention of this program to help with financial obligations or other household or personal expenses. It is recommended that members keep records and receipts of their purchases to help with any confusion of its tax status in the future or during tax time, but if there are any additional questions members should consult their tax advisor.

Why do I have to provide documentation of loss to receive funding?

There are restrictions on the funding, and if it is not properly spent the Tribe and you may have to pay the money back. The funding cannot be used for payments without the guidelines in place to ensure that it was spent in response to COVID-19 as the Federal CARES Act requires. For more information on the eligible uses by Governments (including Tribal Governments) of these Coronavirus Relief Funds, please see the attached link with FAQs. <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>

These payments are considered federal financial assistance and will be subject to audit. To facilitate compliance with the CARES Act and the funds received, we are setting guidelines and safeguards to protect from repayment from the members and the Tribe.

Am I still eligible if my only income is "per cap"?

Per Capita payments have remained consistent, however there may be other ways that you can demonstrate losses such as expenses that are in response to or in preparation for COVID-19.

Is the eligible loss for the member or the household?

If a spouse is not a tribal member and they normally contribute to the household, the loss of the spouse's income due to COVID-19 is an eligible loss of the household.

How can I apply for COVID-19 Emergency Assistance?

The application is available online to fill out at www.puyalluptribe-nsn.gov Applicant may be required to provide a notarized form or requested photo/image for identification purposes.

What kind of documentation do I need to prove an eligible loss?

Documentation such as receipts and bank statements are acceptable (e.g., providing a receipt if you purchased a new freezer for stocking up on food or highlighting a portion of the bank statement with explanation of COVID-19 purchase). Please identify what type of documentation you are providing and explain how this shows you have been affected by COVID-19 on the sheets.

How can I verify my identification as part of the application requirements?

The CAP Department will need to verify identification of applicants either through a notarized form or through photographic identification with timestamp.

Can I use this program more than once?

Multiple receipts may be submitted at one time, however, requests are limited to two (2) per month. Adult tribal members can apply for up to \$4,000 through the December 1, 2020, cutoff date. Parents or legal guardians of a minor member can apply for up to \$750 for each minor member in their household through the December 1, 2020, cutoff date.