

**STOCKBRIDGE-MUNSEE COMMUNITY  
TRIBAL MEMBER COVID-19 ASSISTANCE PROGRAM POLICY**

**PURPOSE:** To establish an economic assistance program for tribal members whom experienced an economic hardship due to the global COVID-19 public health emergency. Economic hardships can be a loss of employment or reduction in employment income due to the COVID-19 emergency and/or emergency expenses directly related to the COVID-19 emergency.

**ELIGIBILITY:** Applicant must meet the eligibility criteria.

- Be an adult Stockbridge-Munsee tribal member 18 years of age or older at time of application for assistance.

AND

- Applicant suffers an economic hardship due to COVID-19.
  - Experiences a loss of employment or a reduction in employment income.
    - This includes, but is not limited to, being placed on unpaid leave, unpaid furlough, having reduction in hours, being laid off, or losing employment due to COVID-19.
    - Persons who receive benefits from another governmental program that fully offset such loss are not eligible for assistance.
    - Loss of income and/or expenses must occur between March 15, 2020 and December 1, 2020.

OR

- Incurs emergency expenses directly related to the COVID-19 pandemic such as:
  - Unforeseen financial costs for funerals, medical insurance or care.
  - Unforeseen in-home care for elders, persons with a disability, or with a medical condition.
  - Unforeseen costs due to implementation of distance learning (equipment, supplies, or internet service) or for childcare.
  - Unforeseen costs due to governmental stay-at-home, quarantine, or isolation orders.
  - Housing costs to prevent eviction and homelessness including overdue rent or mortgage payments.
  - Utility payments needed to maintain essential services, such as water, sewer, electricity, and heating.
  - Expenses for personal protective equipment (PPE), cleaning supplies, and food.
  - Funds cannot be used to pay tax obligations.

**BENEFIT:** A one-time reimbursement of expenses up to \$500 directly to the tribal member or as payment(s) to vendor(s) for expenses.

**PROCESS:** Applicants must complete the required application form, including self-certifying that they have an economic hardship due to COVID-19 and provide evidence of qualifying expenses.

**APPLICABLE LEGAL STANDARDS:**

- It is the Applicant's responsibility to determine any impact the emergency assistance funds they receive may have on public assistance they currently receive or may receive in the future.
- This program is for the promotion of the general welfare of tribal members and therefore is not lavish or extravagant or compensation for services. It is intended to fall under the IRS income exclusions for tribal general welfare programs and for disaster relief (26 U.S.C. 139E and 139).
- This program is intended to fall within the authorized purposes for use of funding provided under the Coronavirus Aid, Relief, and Economic Security (CARES) Act because it is determined by the SMC to be a necessary expenditure in response to the public health emergency. Furthermore, this program was not accounted for in the SMC budget as of March 27, 2020 and all expenditures will be incurred by December 30, 2020.



## **Stockbridge-Munsee Community Covid-19 Assistance Program Application Instructions**

**\*\*THIS IS NOT A PER CAPITA PAYMENT \*\***

### **ELIGIBILITY:**

1. Adult enrolled members age 18 and over at the time of application.
2. The applicant must demonstrate an economic hardship directly related to the COVID-19 pandemic. Economic Hardship is defined as being negatively impacted financially by either (a) a loss of employment or (b) a reduction in employment income because of COVID-19 impacts or (c) emergency expenses because of COVID-19 impacts.
3. May receive a one-time reimbursement of expenses **up to \$500** directly or as payment(s) to vendor(s) for expenses.
4. Funds must be used for qualifying expenses under the Tribe's Tribal Member COVID-19 Assistance Program Policy.
5. Expenses must be incurred between March 15, 2020 and December 1, 2020.

### **SUBMIT COMPLETED APPLICATIONS:**

By mail: Stockbridge-Munsee Community  
P.O. Box 70  
Bowler, WI 54416

Email: [covid19@mohican-nsn.gov](mailto:covid19@mohican-nsn.gov)

In-person (by drop box): Tribal Office  
N8476 Moh He Con Nuck Road  
Bowler, WI 54416

**APPLICATION DEADLINE:** Tuesday, December 1, 2020 by 4:00 pm. No exceptions.

**CERTIFICATION:** All applicants must certify that they have an economic hardship due to COVID-19 and/or that they have qualifying expenses due to that economic hardship.

### **DOCUMENTATION:**

**Reimbursement:** Applicant must provide receipts for purchases made and/or invoices paid not to exceed \$500 in total.

**PAYMENT:** Applicant may be reimbursed for expenses or have payment directed to a Vendor. For Vendor payment, the Applicant must provide vendor's invoice, with name and address and payment information for each vendor not to exceed \$500 in total.

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**



# Stockbridge-Munsee Community

## COVID-19 Assistance Program Application

**\*\*THIS IS NOT A PER CAPITA PAYMENT \*\***

Stockbridge-Munsee Community (SMC) Tribal Member requesting funds from the SMC COVID-19 Assistance Program will need to complete this application to verify eligibility. A separate form must be filled out by each individual.

Enrollment No.: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_ SSN# Last 4 digits: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Section 1: Household Impact Directly Related to COVID-19 Pandemic (Required for all applicants). Check all that apply and provide documentation:**

- Furloughed/Layoff from Employment
- Loss of Employment due to the pandemic (March 15, 2020- December 1, 2020)
- Suspension of Medical Insurance
- Reduction in work hours/pay
- Expenses for Children home from school. i.e. Daycare expenses, increased food costs
- Educational supplies needed or internet services for distance learning
- Increased food costs
- Relatives living with you
- COVID-related quarantine or isolation cost
- Difficulty making rent/housing payment(s)
- Difficulty making utility payments(s)
- Increased cleaning, PPE, or in-home care and/or medical supplies due to age or medical condition
- Underlying medical condition, requiring staying home to prevent exposure
- Other financial hardship (please explain) \_\_\_\_\_

**Section 2: Select a Payment Type not to exceed \$500.**

I choose reimbursement of expenses (provide receipts)

Send check by mail in the amount of \$ \_\_\_\_\_

Direct deposit in the amount of \$ \_\_\_\_\_

Bank Name: \_\_\_\_\_

Account Type (check one):  Checking  Savings

Bank Routing Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

I choose payment be made directly to vendor(s) (provide invoices):

Vendor and Address: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Vendor and Address: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Vendor and Address: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

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Section 3: Certification/Release of Information/Disclaimer

As part of the SMC COVID-19 Assistance Program, I hereby certify that all of the following statements are accurate.

- I have suffered an economic hardship from the COVID-19 pandemic and require assistance with my expenses.
- I have been negatively impacted financially by either (a) a loss of employment or (b) a reduction in employment income because of COVID-19 impacts or (c) emergency expenses because of COVID-19 impacts.
- All information submitted in this Application, including any supporting documentation that I have provided as evidence of my expenses, is accurate.
- I understand the SMC and its staff, and agent(s) may access records to verify enrollment information in my verification form.
- I understand that assistance under this program is intended to be exempt from taxation as a general welfare and/or disaster relief assistance program under federal law (26 U.S.C. 139E and 139).
- I understand it is my responsibility to determine any impact the emergency relief funds I receive may have on other public assistance I currently receive or may receive in the future.
- I certify that the expenditures for which I am seeking reimbursement have not been reimbursed by another government or organization.
- I understand that information in this Application is protected and confidential, except to the extent that it may be audited under tribal and/or federal law.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Please return this application form, in person at the Tribal Office Building, US Certified Mail or online by **4:00 pm, Tuesday, December 1st, 2020**, any applications received after this date will not be considered for funding. It is the responsibility of the applicant to make sure the application is received. Any questions, please call 1-715-793-4111.

## FAQ – STOCKBRIDGE-MUNSEE COMMUNITY(SMC) COVID-19 Assistance Program

### **What can the CARES Act funds be used for?**

The SMC has structured its COVID-19 Assistance Program to comply with federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding requirements. It provides that the fund may only be used to cover costs that: are necessary expenditures incurred due to the public health emergency with respect to COVID-19. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

### **Can funds provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?**

Yes. The SMC has determined such assistance to be a necessary expenditure. Assistance from this program can assist individuals and families with expenses such as: payment of overdue rent or mortgage payments to avoid eviction or foreclosure, unforeseen financial costs for funerals, and other emergency individual needs. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

### **Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?**

Yes. The SMC considers housing assistance to be a necessary expense incurred due to the COVID-19 public health emergency and has structured assistance to meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

### **May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?**

Fund payments may be used for subsidy payments to electricity account holders since the SMC has deemed them to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

### **May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?**

Such expenditures would only be permissible if they are necessary for the public health emergency. The SMC has deemed costs associated with implementing distance learning, if schools are not providing full time in-person learning, is necessary. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

### **Must the Tribal Government require applications to be submitted by individuals before providing assistance?**

Yes, according to the CARES Act, Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency.

However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. Accordingly, the SMC has developed an application that must be submitted before assistance can be administered. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

#### **What is the application deadline?**

The deadline for submission of your application is December 1, 2020 by 4:00 pm, as funds are only available to the SMC through December 30, 2020. Applications are processed as they are received, and funds are only available on a first-come, first serve basis.

**Am I eligible to apply to the SMC COVID-19 Assistance Program if I've already received other financial assistance?** Yes. As long as the expense for which you are receiving the SMC COVID-19 Assistance Program funding has not already been reimbursed through another program. This program is designed to assist SMC Tribal Members with financial relief up to \$500 per eligible individual to cover losses that have not already been supplemented in some other way. Recipients may not use payments from this program to cover expenditures for which they will receive other reimbursement. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of fund payments. [Response based on [home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf](https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)]

#### **Do all tribal members automatically receive a check from the program?**

No, this is not a per capita or stimulus payment. Tribal members must apply, meet the eligibility requirements, and have qualifying expenses. These funds are meant to help individuals and families financially impacted by COVID-19 who can demonstrate unmet needs.

#### **What can I spend the assistance on?**

- Unforeseen financial costs for funerals, medical insurance or care.
- Unforeseen in-home care for elders, persons with a disability, or with a medical condition.
- Unforeseen costs due to implementation of distance learning (equipment, supplies, or internet service) or for childcare.
- Unforeseen costs due to governmental stay-at-home, quarantine, or isolation orders.
- Housing costs to prevent eviction and homelessness including overdue rent or mortgage payments.
- Utility payments needed to maintain essential services, such as water, sewer, electricity, and heating.
- Expenses for personal protective equipment (PPE), cleaning supplies, and food.
- Funds cannot be used to pay tax obligations.

#### **How can I apply?**

You can find the application online at [mohican.com](https://mohican.com) or you may call 715-793-4111 to request an application by mailed.