

RESOLUTION OF THE  
WHITE MOUNTAIN APACHE TRIBE OF THE  
FORT APACHE INDIAN RESERVATION

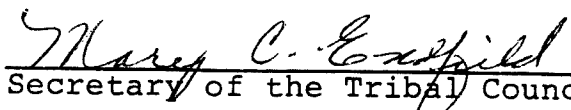
- WHEREAS, The Tribal Council of the White Mountain Apache Tribe is the tribe's governing body; and
- WHEREAS, the Tribal Council is committed to the welfare of the tribal members; and
- WHEREAS, there is a recognized need to assist tribal members to become self-sufficient and become a contributing member of this community by learning work habits and gaining job training; and
- WHEREAS, the development of such a program to assist tribal members to obtain these goals is desired.

BE IT RESOLVED by the Tribal Council of the White Mountain Apache Tribe that it hereby adopts mandatory participation to a work experience component as a condition of receiving General Assistance pursuant to the attached guidelines which are incorporated by reference herein.

BE IT FURTHER RESOLVED that this program with its new guidelines will be renamed Labor and Manpower Program; hereafter known as L.A.M.P., as a component of the Tribal Social Services Program.

The foregoing resolution was on July 9, 1985, duly adopted by a vote of 8 for and 1 against by the Tribal Council of the White Mountain Apache Tribe, pursuant to authority vested in it by Article V, Section 1 (i) of the Amended Constitution and Bylaws of the Tribe, ratified by the Tribe June 27, 1958, and approved by the Secretary of the Interior on May 29, 1958, pursuant to Section 16 of the Act of June 18, 1934 (48 Stat. 984)

  
Chairman of the Tribal Council

  
Secretary of the Tribal Council

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FORT APACHE INDIAN  
RESERVATION  
WHITE MOUNTAIN APACHE

MANDATORY  
Tribal Work Experience Program  
Scope of Work

I. INTRODUCTION:

The White Mountain Apache Tribe proposes to administer a Tribal Work experience Program as a component of the Social Services Program.

This component shall be administered according to guidelines set forth in the revised 66 BIAM, Section 5.9 A,B,C,D.

II. GOAL & OBJECTIVES:

The primary goal of the program is for each participant to gain permanent, full-time employment. By providing work exposure and work experience in order to achieve this goal, the Tribe has identified the following goals:

- 1.) To develop, promote and strengthen work skills and habits by providing meaningful work experiences.
- 2.) To provide on the job training in various areas of employment so that participants can compete successfully for jobs.
- 3.) To provide counseling to clientele in order to strengthen self esteem; develop a positive attitude towards employment and to promote the value of self sufficiency and financial independence.

III. PLAN OF OPERATION:

Eligibility:

- 1.) When a client has been determined eligible for assistance, if he is employable, he will be referred by the Eligibility Worker to the TWEPE Office. The referral shall be in writing and shall state his eligibility, employability, address and number of persons to be included in his or her grant.

- 2.) The TWEP Office shall not accept a client for work unless he has been referred in writing and has been certified as eligible.
- 3.) The client will then be placed on work site suited to his capabilities, job interest or the need for a worker for a particular job.
- 4.) When a participant is placed at a work site, he will be treated as an employee and will observe holidays, work hours, and personnel policies of that particular work site.

PAYMENTS:

- 1.) The client shall receive a incentive payment in addition to an assistance grant. The incentive payment will be paid on a prorate basis based upon a total of \$55.00 per month.
- 2.) The voucher for Assistance payment is made through the Tribal accounting system. The list is checked by TWEP personnel for accuracy, checked and signed by TWEP Director. It is then approved by Social Services Personnel. Grants and Contracts personnel then authorizes payment based upon available funds.

This checking and sign off system is currently in use for vendor payments for all tribal programs.

To avoid overpayments and to prevent fraud, the Tribal Social Services makes final approval of the voucher. No names can be added after approval is made.

The voucher is checked against the BIA Computer list of approved clients. If a name appears on the Tribal list which does not also appear on the BIA Computer list, it will be deleted and cannot be added until the certification procedures are complete.

WORK REQUEST & PLACEMENT:

- 1.) All work requests will be made in writing on a form to be provided by the TWEP Program stating a description of work and the number of clients requested for the job.
- 2.) These work requests shall be reviewed by the Director of Social Services and approved by the TWEP Director.
- 3.) All work sites will be expected to provide supervision and transportation unless it is a Tribal project.
- 4.) Assessments of clients' work skills and areas of interest will be taken so that the most appropriate placement can be made.
- 5.) Participants who report to work intoxicated or with a hangover will be sent home and will not receive payment for that day. This will insure the safety of the participant and of others.
- 6.) The client will be given one week to report to the TWEP Office for placement after certification.
- 7.) Participants who do not return to work after three consecutive days will be dropped from the payment voucher for one payment period.
- 8.) TWEP participants who request payment from job sites or supervisors in the form of alcoholic beverages, food or money will be dropped from the payment voucher for incentive and General Assistance for one payment period.
- 9.) Participants will work an eight hour day from 8 to 5 or the hours set by the work site. Those participants walking away from a job will not be given hours for that day.
- 10.) Because of the excellent supervision received by the various members of the clergy, work requests from religious organizations will be considered.

- 11.) Participants who consume alcoholic beverages on the job will be suspended for one payment period.

TIMEKEEPING:

- 1.) The supervisor for a particular work site will keep track of the attendance of the participant. Time sheets will be collected by TWEP Personnel and will be processed for payment.

WORK SITES:

- 1.) The priorities for work sites and placements shall be Tribal Work projects, Tribal programs, public agencies, welfare recipients, elderly persons.
- 2.) Work sites that are profit-making concerns shall not be accepted as placements. If a business is profit making than it may hire help. TWEP will not provide free labor at no expense to a profit making concern.
- 3.) Any payment the TWEP work crew receives shall be accountable funds and shall be used to defray administrative expenses, such as tools, equipment and or gasoline.
- 4.) Workers will assist in Funerals, Wakes, Sunrise Dances, Memorial Dinners and other traditional tribal activities only to set up and to break camp and will not otherwise actively participate.

APPEALS:

- 1.) The appeal procedures for decisions affecting the G.A. payment shall follow the appeal procedures outlined in 25 CFR Subchapter D, Subpart D, "Hearings and Appeals".
- 2.) For appeals regarding the incentive portion of this program shall be as follows: