



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

(Approving Temporary Assistance for Needy Families Plan)

WHEREAS, pursuant to Article IV, Section 1(a) of the Constitution of the White Mountain Apache Tribe, *inter alia*, the Tribal Council has the authority to represent the Tribe and act in all matters that concern the welfare of the Tribe; and

WHEREAS, the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 provides Tribal governments authority to develop, establish and administer their own Temporary Assistance for Needy Families ("TANF") program, a federally funded social services assistance program; and

WHEREAS, since 1998, the Tribe has administered a TANF program, in coordination with the Arizona Department of Economic Security Family Assistance Administration; and

WHEREAS, the Tribe's Division of Social Services ("WMAT-DSS") did present its plan for administering the Tribe's TANF program for the period of April 1, 2007 through March 31, 2010 (the "Plan"); and

WHEREAS, the Plan provides for application and processing, eligibility, payment of benefits, time limits for receiving benefits, work requirements, support services, dispute resolution, fiscal accountability, data collection and reporting, retrocession and holidays; and

WHEREAS, WMAT-DSS did provide the communities within the Fort Apache Indian Reservation with an opportunity to comment on the Plan; and

WHEREAS, after a review of the Plan, the Tribal Council finds that the Plan to be in the best interests of those families receiving such assistance and the Tribe.

BE IT RESOLVED by the Tribal Council of the White Mountain Apache Tribe that:

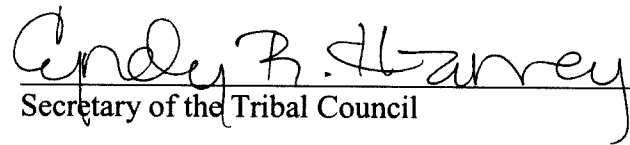
1. The TANF Plan for the period of April 1, 2007 through March 31, 2010, as attached and incorporated by this reference, is hereby approved.
2. The WMAT-DSS is hereby authorized to update and modify the Plan as may be required, provided that any substantive changes are subject to review and approval by the Tribal Council.

BE IT FURTHER RESOLVED by the Tribal Council of the White Mountain Apache Tribe that the Chairman, or in his absence the Vice Chairwoman, is hereby authorized to execute any and all document necessary to effectuate the intent of this Resolution.

Resolution No. 06 -2007-213

The foregoing resolution was on **JUNE 5, 2007** duly adopted by a vote of **TEN** for and **ZERO** against by the Tribal Council of the White Mountain Apache Tribe, pursuant to the authority vested in it by Article IV, Section 1 (a), (b), (i), (s), (t), and (u) of the Constitution of the Tribe, ratified by the Tribe September 30, 1993, and approved by the Secretary of the Interior on November 12, 1993, pursuant to Section 16 of the Act of June 18, 1934 (48 Stat. 984).

Chairman of the Tribal Council


Secretary of the Tribal Council

DRAFT

2-28-07 3-30pm

**WHITE MOUNTAIN APACHE TRIBE (WMAT)
TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) PROGRAM
TANF PLAN**

April 1, 2007 through March 31, 2010

White Mountain Apache Tribe TANF Purpose

The purpose of the WMAT TANF Program is to provide assistance to needy families with, or expecting, a child(ren). The program will provide parents or caretaker relatives with TANF cash assistance, case management, job preparation, and employment-related services. The Program is intended to support needy families in becoming economically self-sufficient and remove the family's dependence on the WMAT TANF Program for assistance.

The White Mountain Apache Tribe (WMAT), Department of Social Services (DSS), and the WMAT Jobs Program are committed to providing case management, employment-related services, and support services to families who experience barriers to self-sufficiency.

The WMAT will include such activities as hiring, training, and providing job experience for tribal staff. These activities will ensure the smooth and efficient transfer of service from the State of Arizona to the Tribe without disruption of services to the cash assistance recipients. An increase in individual responsibility and the promoting of self-sufficiency and program efficiency will be an integral part of the WMAT TANF Program.

Statutory Authority

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), Section 412, gives tribal governments authorization to develop, establish, and administer their own TANF program. Tribes are given the authority to apply directly to the Department of Health and Human Services (HHS), Administration for Children and Families (ACF) to carry out this process.

Comment Period

The WMAT provided the public with an opportunity to comment on the WMAT TANF Plan. The WMAT TANF Plan was made available at the WMAT Chairman and Vice-chairwoman offices, DSS, The Department of Economic Security-Family Assistance Administration office, area community buildings, WMAT Library and the KNNB Radio station for a period that exceeds the required 45-day comment period.

Plan Period

The WMAT intends to implement this continuation Tribal TANF Plan effective April 1, 2007 through March 31, 2010. This continuation Plan is being submitted as a continued extension of WMAT TANF Plans. The original TANF Plan was initiated effective April 1, 1998.

Mission

- A. The WMAT Department of Social Services will improve and enhance the well-being of those they serve to ensure their basic needs are met with respect and in harmony with all applicable the laws.
- B. The WMAT determines the family's eligibility for cash assistance based on TANF, State laws and rules, Federal regulations, and WMAT TANF policies.
- C. The WMAT Jobs Program will provide TANF eligible individuals the opportunity to become economically independent through employment. We will remove barriers by providing a variety of case management, employment-related and support services.

Geographic Area

- A. The WMAT TANF Program service location is the area within the exterior boundaries of the Fort Apache Indian Reservation.
- B. Families or individuals relocated for purposes of education, training, or on-the-job training will continue to receive WMAT TANF cash assistance during a training period without regards to residing in the service delivery area while actively participating; however, other TANF Program eligibility factors will need to be met.
- C. Dependent child(ren) attending boarding school off of the reservation will continue to be eligible when the family maintains a home for the child(ren).

Service Population

- A. A WMAT tribal member family will include any family that includes a WMAT enrolled dependent child. Any resident of the Fort Apache Indian Reservation that is of specified relationship to a WMAT enrolled dependent child that is residing in their home will be eligible for WMAT TANF benefits providing they meet all non-financial and financial eligibility requirements.
1. An applicant whose household includes members and non-members shall have eligibility determined by the child's enrollment status;
 2. A household that includes a child who is a member of the WMAT and a child who is not a member shall be determined to be eligible based on that one child's membership;
 3. If a child is an enrolled member of the WMAT but the head-of-household is not a member, the household shall be determined eligible; and
 4. If a child is not an enrolled member of the WMAT of the Tribe but the head-of-household is an enrolled member, the household shall be determined ineligible.
- B. Individuals that move from another State or Tribal area onto the Fort Apache Indian Reservation will also be eligible providing they meet all non-financial and financial eligibility requirements.
- C. Dependent child(ren) attending boarding school off of the reservation will continue to be eligible when the family maintains a home for the child(ren).
- D. If a household meets the criteria to have a WMAT TANF eligibility determination completed and then is found ineligible, the household will not be referred to the State of Arizona for TANF benefits or services.
- E. If a household does not meet the criteria to have a WMAT TANF eligibility determination completed, the application will be forwarded to the State of Arizona for an eligibility determination.

Administration, Funding and Operation

- A. The WMAT TANF Program will continue to operate as part of the White Mountain Apache Tribe Department of Social Services (DSS). The Organization Chart is displayed on Attachment A.
- B. WMAT DSS currently receives funding from the Department of the Interior – Bureau of Indian Affairs through P.L. 93-638 Self-Governance Compact Annual Funding Agreements.
- C. Funding is also received from other federal and state sources.
- D. WMAT TANF Program management responsibilities are delegated from the Tribal Council to the Executive Director of the Department of Social Services.
- E. WMAT TANF will continue to be operated with funds received from the federal government for TANF recipients. In addition to these services, the WMAT TANF Program will provide the following services to appropriate recipients utilizing federal TANF funds:
 - 1. One-time only employment-related payments to cover items and/or services necessary to obtain and/or maintain employment. Diversion policy will be developed and implemented during the 3-year period this TANF Plan covers; and
 - 2. Services to reduce the incidence of teenage pregnancy.
- F. Other programs and funding sources included in the DSS include:
 - 1. Tribal TANF Transportation;
 - 2. General Assistance;
 - 3. Child Welfare Assistance;
 - 4. Foster Care/Adoptions;

5. Indian Child Welfare Act;
 6. Adult Institution Services;
 7. Bureau of Indian Affairs-Child Welfare Grant
 8. Parenting Training;
 9. Safe Families and Adoption;
 10. Veteran Services;
 11. Inter-Tribal Council Association Trust Fund;
 12. Substance Abuse Prevention Program;
 13. Jobs Program; and
 14. Child Protection Services.
- G. The WMAT will continue to work with the State of Arizona to maintain and ensure coordination of services such as Medicaid and Food Stamps, which will still be delivered by the State of Arizona.
- H. The same services, assistance, and activities will be available in all parts of the service area. Itinerant services will be provided to those areas that are considered remote.
- I. The WMAT intends to reduce the number of WMAT TANF recipients by developing and implementing a diversion program or a transitional plan.

Quality Assurance

The WMAT will conduct quality assurance reviews of Cash Assistance cases to assure effective services and accurate benefits.

Section 1: APPLICATION AND PROCESSING

- A. Any person may apply for Cash Assistance by filing, in person, by mail or fax an application form.

- B. The WMAT will assist the applicant in completing the application form and obtaining required verification.**

- C. A face-to-face interview will be required for all TANF applicants.
- D. The eligibility determination will be made within 45 days of the application file date unless the application is withdrawn, the applicant dies, or there is a delay resulting from a written request for additional verification information.
- E. WMAT will inform the applicant in writing if the application is approved or denied.
- F. The WMAT completes a review of all eligibility factors for each assistance unit at least once every six months except for child-only cases which are assigned a 12-month approval period.
- G. Eligibility can exist when the child is temporarily not living with the specified relative at the initial application, for a period not to exceed 30 days from the date when the first cash payment is issued to the SFU.

Section 2: ELIGIBILITY

- A. Applicants and recipients of Cash Assistance must complete and sign a Personal Responsibility Agreement (PRA) that they must, (unless they have good cause):
 - 1. Cooperate with Child Support Enforcement requirements;
 - 2. Agree to have school age child(ren) attend school; and
 - 2. Have their children immunized.
- NOTE: Non-parent caretakers who choose to not be included in the Cash Assistance grant and SSI parents are not required to complete and sign a PRA.
- B. All applicants who meet the WMAT TANF financial and non-financial requirements, as indicated in the WMAT TANF Plan and policies will be eligible to receive WMAT TANF assistance and services.

Non-Financial Eligibility Requirements

The following non-financial criteria will be applied as WMAT TANF Program eligibility:

A. Eligible Individuals/Needy Families

The assistance unit consists of all persons whose needs, income, resources, and other circumstances are considered for purpose of determining eligibility and benefit amount.

The following persons may qualify for Cash Assistance:

1. Dependent child(ren) under 18 years of age, or if 18, are full-time students as defined by the school which the child(ren) are attending and are expected to graduate before age 19;
2. Parents or specified relatives of an eligible dependent child, Supplemental Security Income (SSI) recipient child, or child receiving Federal, State, or local foster care maintenance payments (Title IV-E of the Social Security Act);
3. Parents of specified relatives of children who are excluded from Cash Assistance due to the Family Benefit Cap; and
4. WMAT enrolled or non-enrolled pregnant woman, in their last trimester, who has no other eligible child(ren); however, the unborn child would be eligible for enrollment with the WMAT.
 - a. Verification of potential WMAT enrollment will be through client statement;
 - b. The child must be enrolled with the WMAT within 6 months from their birth. Exceptions can be made on a case-by-case basis.

5. A non-parent caretaker relative may choose to be included in the assistance unit (AU) with the dependent child:
 - a. When the caretaker is included in the AU, the caretaker's income and resources are included; and
 - b. The income and resources of the spouse of the included caretaker relative is deemed to the AU.

B. Relationship

1. The following relationships meet the WMAT TANF relationship requirements:
 - a. A caregiver relative is defined as a family member of specified relationship to a dependent child(ren) or minor child(ren). Dependent or minor child(ren) shall live in a relative caregiver household. A caregiver relative is a person responsible for the care, control and supervisor of the dependent or minor child(ren) and is related to the child in one of the following ways:
 - b. The biological parent;
 - c. An adoptive parent or any blood relative of the adoptive parent;
 - d. Blood relatives;
 - e. Stepfathers, stepmothers, stepbrothers, and stepsisters;
 - f. Tribal culture (god parent);
 - g. Faith-based (god parent); or
 - h. Relationships established through marriage, even if divorce or death terminates the marriage.

2. For purposes of defining relationship requirements, the following definitions apply:
 - a. **Biological parent:** a natural biological mother or father. An "alleged biological father" may be the caregiver relative only if the biological mother is absent and the alleged father can verify through documentation that he is the father of the child(ren). Absent verifying documentation, an alleged father cannot be a caregiver relative until paternity is legally established through a court of competent jurisdiction. Establishment and cost of determining parentage is not the responsibility of the WMAT. Should an alleged father be deemed a caregiver relative and subsequent events prove he is not the father, the alleged father can no longer be deemed the caregiver relative.
 - b. **Adoption:** When a child(ren) has been legally adopted but for one reason or another no longer remains with the adoptive parent(s) and the adoptive parents have given up the care, control and supervision of the adoptive child(ren), then the caregiver relative may be the biological parent or any biological relative of the child(ren) if the child(ren) lives with such biological parent or relative.
 - c. **Blood relative:** Siblings, aunts, uncles, first cousins, first cousins once removed, nephews, or nieces, and persons of preceding generations denoted by the prefixes of great, great-great, great-great-great.
 - d. **Tribal Culture Relationship:** family members considered related through the traditional tribal Coming-of-Age, Puberty Rites Ceremony or Faith-based God parents.
 - e. **Sibling Relationship:** Child(ren)'s siblings related by blood, step, adoptive, or tribal culture, with whom the child(ren) is living.

3. Victims of rape and incest will not be required to reside with a parent or legal guardian if documentation exists showing that the safety or health of the dependent child or the child of the dependent child would be in jeopardy should they reside with a parent or legal guardian. Any caregiver providing care for a child with these circumstances is eligible for WMAT TANF Program services when other eligibility criterion is met.

C. Residency

1. Any standard filing unit residing within the exterior boundaries of the Fort Apache Indian Reservation with a minimum of one (1) child that is an enrolled WMAT Tribal member may qualify for the WMAT TANF program.
2. The WMAT enrolled member must show proof of residence within the Reservation boundaries.
3. A dependent child(ren) who is absent from the home for a period longer than 90-consecutive days, unless they are attending a federally supported primary or secondary school do not meet the residency requirements.

D. Other Non-financial Eligibility Criteria

1. Recipients must provide a Social Security Number (SSN) or provide proof of application for a SSN.
2. The applicant must show proof of identity.
3. Recipients must meet citizenship requirements.

E. The following do not meet the WMAT TANF non-financial requirements:

- 1. WMAT reserves the right to deny services to families who do not assign certain child support rights to the Tribes. (Denial of services will be guided by agreements negotiated separately from the Plan between the State and WMAT or negotiated with any other appropriate agency);**
- 2. WMAT reserves the right to deny services to families who do not cooperate in establishing paternity or obtaining child support. (Denial of services will be guided by agreements negotiated separately from the Plan between the State and WMAT or negotiated with any other appropriate agency);**
- 3. Fugitive felons, probation and parole violators; or**
- 4. Individuals found to have fraudulently misrepresented facts in order to obtain assistance from welfare or related supportive services programs.**

F. Eligible children must be deprived of the support or care of a parent because of the:

- 1. Death of a parent;**
- 2. Continued absence of a parent;**
- 3. Disability of a parent; or**
- 4. Unemployment or underemployment of two-parent families.**

H. Reporting Changes:

A Cash Assistance unit must report changes within 10 days from the date a change becomes known.

Financial Eligibility Requirements

The WMAT TANF Program will determine financial eligibility by evaluating the prospective earned and unearned income, resources and expenses of all Standard Filing Unit (SFU) members. If a needy family fails any of these income threshold standards, the SFU is not eligible for benefits.

A. Income Tests

When not excluded, the SFU's income will be tested against the Gross Monthly, Net Monthly and Benefit Standards for the household size and circumstances.

1. When the SFU fails any of the income tests, they are not eligible for TANF benefits.
2. The WMAT intends to utilize the State of Arizona's TANF criterion to determine financial eligibility.
3. Gross monthly income of the SFU cannot exceed 185 percent of the 1992 Federal Poverty Level.
4. Net countable monthly income after earned income disregards allowed cannot exceed 36 percent of the 1992 Federal Poverty Level.

B. Income Disregards

The following earned income is disregarded:

1. Income of dependent children;
2. First \$90 of gross monthly income for each employed person

3. Plus 30 percent of the remaining gross earned income;
 4. Dependent care costs:
 - a. Full-time wage earner-actual monthly cost for each dependent child or incapacitated adult up to \$175 or if child is under age 2, \$200.
 - b. Part-time wage earner (less than 86 hours in the month); the actual cost for care of each dependent child or incapacitated adult, up to \$88 is disregarded, or if the child is; under age 2; \$100.
 5. Family Benefit Cap (FBC):
 - a. For assistance units that include a child who is ineligible for Cash Assistance due to the FBC, an amount equal to the amount of cash benefits the ineligible child would have received if included in the Cash Assistance grant.
 - b. This amount is deducted after all other earned income disregards have been computed.
- C. Allowable Expenses
1. An allowable child support expense is deducted from the balance of the countable income. The allowable child support deduction is as follows:
 - a. The amount of legally binding child support payments expected to be paid for dependents not living with the family.
 - b. The child support expense applies only if payment is being made on a regular basis.

D. Unearned Income

Unearned income received as Emergency Assistance shall not be considered as countable income when it is received as a result of a disaster such as: flood, fire, personal emergency, etc.

E. Income Budgeting

1. Income is budgeted prospectively based on the best estimate of the amount of available countable income to be received in the benefit month.
2. Income is available when it is received or when it is reasonably anticipated.
3. Income received more often than monthly is converted into a monthly amount.

F. Resource Limitation

1. The SFU may have resources and other property up to an equity value of \$2,000;
2. Homestead real property occupied by the family is exempt; and
3. All vehicles are exempt from the resource determination.

Section 3: PAYMENT OF BENEFITS

General Payment of Benefit

- A. Cash assistance benefits will be issued to eligible SFU one-time per month unless circumstances and eligibility warrants additional cash assistance.
- B. Cash assistance benefits will continue to be paid through the Electronic Benefit Transfer (EBT) system.

Underpayment of Benefits

A supplemental payment of WMAT TANF benefits will be made when it is determined the SFU is entitled for additional benefits for a benefit month.

- A. A supplemental payment will be in addition to the benefits the SFU is entitled to receive for the applicable month and will be the difference between the actual amount received and the amount the recipient has been determined eligible to receive.
- B. A supplemental payment will be made for any of the following situations:
 1. A change that would cause an increase in benefits was reported too late for adjustment to the applicable payment period.
 2. An administrative underpayment occurred due to an error by the WMAT TANF staff in any of the following manner:
 - a. Failing to take action on information reported by the recipient in a timely manner to effectuate the change for the upcoming month;
 - b. An incorrect effective date is used for benefit issuance;
 - c. Denial, closure or reducing benefit was in error; or
 - d. Calculation was done incorrectly.
 3. A hearing decision requires supplementation of benefits.
 4. The repayment of an overpayment was in excess of the amount due.

- C. A reduction in the payment of WMAT TANF benefits will be authorized when it is determined that a recipient received a higher amount than the SFU was determined eligible to receive.

SECTION 4: TIME LIMITS

Time-Limit for Receiving Cash Benefits

- A. The WMAT TANF Program will count all prior months of TANF cash assistance funded with TANF block grant funds provided by any State or Tribe, except for any month that was exempt or disregarded by statute, regulation, or under any experimental, pilot or demonstration project approved under section 1115 of the act.
- B. The maximum total percentage of families or SFU subject to time limit exemptions due to hardship is 20% of the total WMAT TANF case load at the time of highest participation.
- C. Additional time limit exemptions may be granted to a SFU that includes someone who has been subject to one or more of the following:
1. Physical abuse or physical acts that resulted in physical injury;
 2. Sexual abuse;
 3. Being forced as the caregiver relative or dependent or minor child(ren) to engage in non-consensual sexual acts or sexual abuse;
 4. Threats of, or attempts at physical or sexual abuse;
 5. Mental Abuse;
 6. Neglect or deprivation of medical care; or
 7. Domestic violence.

- D. The WMAT will continue to research and document the number of TANF cases eligible for time limit exemptions.

SECTION 5 WORK REQUIREMENTS

As a condition of eligibility, Cash Assistance recipients are required to participate in work activities unless the recipient is already meeting the work requirement, the recipient is a dependent child under age 16, or is age 16 through 18 and attending school, or the recipient is temporarily deferred from the work requirement.

Personal Responsibility Agreement (PRA)

Added info Jobs Rights and Responsibilities???

Individual/Family Sufficiency Plan (IFSP)

- A. An Individual/Family Sufficiency Plan (IFSP) will be developed to identify planned activities and services that will move the family toward self-sufficiency.
- B. Each mandatory work participant will be required to enter into a mutually agreed to IFSP that will be signed by a WMAT TANF Program case manager and the participant. This mutual agreement between the work program participants and the WMAT includes:
1. Employment goals and specific steps delineating how the recipient will attain them;
 2. Required work activities;
 3. Availability of supportive of supportive services; and
 4. Responsibilities of WMAT in assisting the recipients to obtain employment.

Work Participation Requirements

- A. The following work participation requirement rate, will be met
 - 1. An average of 25 hours of qualified work activity per week per participant;
 - 2. 25% of the WMAT Jobs Program caseload will meet the 25 hours per week work participation requirement.
 - 3. There will **not** be different rates for one-parent and two-parent families; all participating families will be required to meet the same requirements.
 - 4. The WMAT has poor economic conditions due to:
 - a. the remoteness of the Fort Apache Reservation; and
 - b. the WMAT being heavily dependent on natural resources for funding of tribal programs and enterprises which has been adversely affected due to two major wild fires, destroying 60% of all commercial timber.

- B. The following activities will count toward work participation requirement rates:
 - 1. Jobs Search/Jobs Readiness:
 - a. Up to 12 weeks in a Federal Fiscal Year;

- b. If Job Search/Job Readiness is an ancillary activity to another activity, there will be no limitation on counting the time spent in Job Search/Job readiness;
 - c. Training includes orientation to the work world and self-esteem classes including:
 - (1) orientation to the work world and self-esteem classes.
 - (2) instruction in interviewing skills, resume writing, application completion, life skills needed for employment and basic job search skills.
2. Unsubsidized work activity;
 3. Other subsidized activity;
 4. Counseling services;
 5. Culturally relevant work activities;
 6. Community service programs;
 7. Vocational training;
 8. High school or GED achievement;
 9. Basic skills training;
 - a. Classroom training in vocational and technical skills or equivalent knowledge; and
 - b. Development of abilities in specific employment areas.

10. On-the-Job Training;
 - a. Paid work site training;
 - b. Employer is reimbursed by the WMAT for specific contracted services. The employer is held responsible for specific training duties for a period of time.
 - c. Self-employment;
11. Unpaid work experience;
 - a. Short-term work site training;
 - b. Sites could include: nonprofit organization, public agencies, tribal governments or private employers.
12. Subsistence activities, when needed to help families achieve self-sufficiency;
13. Substance abuse treatment, when needed to help families achieve self-sufficiency;
14. Providing child care services to an individual who is participating in a community service program; or
15. Other activities that will help families achieve self-sufficiency.

Exemptions from work participation requirements

All recipients of WMAT TANF benefits will be required to participate in described work activities, except in the following circumstances:

- A. Persons over age 55;
- B. A person responsible for the care of an elderly person or a disabled dependent, as defined in Americans with Disabilities Act, who is not receiving full care services elsewhere;
- C. Persons whose individual circumstances, as determined by the WMAT case manager and approved by the TANF Program Administrator, to be exempt due to extraordinary situations; and
- D. Medical conditions as defined by a physician.

Good Cause Criteria for Failure to Participate in IFSP Work Activities

One of the following criteria must be met to show "good cause" for the recipient to be exempt from the work participation requirements:

- A. Inadequate or complete unavailability of transportation;
- B. Unavailable, unsuitable, unaffordable child care services;
- C. Mental health, substance abuse or physical illness;
- D. Schedule conflicts with required court appearances or incarceration;
- E. Participant or dependent child had an appointment, which could not be rescheduled, such as a court-ordered appearance, medical appointment, or other similar appointment;
- F. Inclement weather;

G. Family circumstances preventing participation including but not limited to:

1. child abuse or neglect,
2. domestic violence, or
3. death of a family member with significant ties to the recipient;

H. Participant family emergency crisis; and

I. The participant is not capable of performing the work activity due to:

1. unsafe worksite conditions, the physical demands of the job;
2. the participant's lack of skills;
3. knowledge for the position; or
4. other similar circumstances;

Good Cause Criteria for Failure to Accept or Maintain Employment

One of the following criteria must be to show "good cause" for failing to accept or maintain employment:

- A. The work adversely affects the person's health as determined by a qualified health professional;
- B. The work site violates federal or tribal health and safety standards;
- C. The wage does not meet minimum wage or piece work standards;
- D. Required hours of work are in excess of what is customary for the job.

- E. The job is vacant due to strike, lockout or other labor dispute; or
- F. The job referral or employer is discriminatory.

Work Participation/Employment Opportunities

- A. Individual/Family Sufficiency Plans (IFSP) will be developed with the goal of paid employment.
- B. The WMAT is located in a rural area with high unemployment and is bordered by small towns.
- C. Opportunities are limited due to the lack of an accessible public transportation system on the reservation.
- D. With the principal employer of reservation residents being the WMAT, employment opportunities are very limited. The WMAT has developed linkages for job and training opportunities.
 - 1. Hon-Dah Casino
 - 2. Collaboration with the State of Arizona Jobs Service
 - 3. WMAT Personnel
 - 4. Arizona Department of Transportation
 - 5. Childcare providers with the WMAT

6. WMAT Revolving Credit
7. Small Business Administration
8. Fort Apache Timber Company
9. Whiteriver School District
10. Northland Pioneer College
11. Indian Health Services
12. Bureau of Indian Affairs
13. Tribal Employment Rights Opportunity (TERO) and
14. Alchesay Fish Hatchery.

E. Although limited positions exist to fill the WMAT TANF Program work requirements, the following occupations have been identified as the most feasible:

1. Bus drivers;
2. Front desk clerks;
3. House keeping;
4. Cashiers;
5. Change persons;
6. Carpenters;
7. Building maintenance;
8. Heavy equipment operators;
9. Flagman;
10. Dish washer;

11. Substitute teachers;
 12. Medical records clerk;
 13. Records filing;
 14. Certified Nursing Assistant;
 15. Firefighters;
 16. Teachers; and
 17. Security Guards.
- F. The Tribe will encourage the development of the private business sector by providing business start-up loans; and
- G. The WMAT will develop employment opportunities through outreach efforts with both the public and private sector employers.

SECTION 6: APPEAL RIGHTS, DUE PROCESS AND CONFIDENTIALITY

Appeal Rights

The WMAT TANF Program has established an appeal procedure and process under which applicants or participants may challenge adverse decisions or actions taken by the TANF Program.

Due Process

The appeal and procedures and processes shall provide for due process giving adequate notice and opportunity to be heard on any official actions that affect receipt of assistance or services.

Confidentiality

- A. The WMAT TANF Program affirms that all participant information is confidential and will take all needed actions to restrict the use and disclosure.
- B. All WMAT TANF Program Staff will receive training on confidentiality.
- C. Each employee will sign a statement certifying understanding of confidentiality.

SECTION 7: FISCAL ACCOUNTABILITY

The WMAT TANF Program will comply with section 5(f)(1) of the Indian Self-Determination and Educational Assistance Act (25 U.S.C. 450c(f)(1), relating to the submission of single-agency audit report required by chapter 75 of title 31, United States Code.

SECTION 8: DATA COLLECTION AND REPORTING

The WMAT will collect client data using the State of Arizona's Arizona Technical Eligibility Computer System (AZTECS) and the Jobs Automated System (JAS) computer systems.

SECTION 9: RETROCESSION

WMAT may retrocede the operation of the TANF Program to HHS/ACF by providing written notice to the Secretary and meeting all pertinent requirements relating to retrocession in the Tribal TANF regulations. WMAT will provide concurrent notification to the State of Arizona.

SECTION 10: SANCTIONS (Still Under Development)

SECTION 11: SUPPORT SERVICES (Still Under Development)