

CENTRAL COUNCIL

*Tlingit & Haida Indian Tribes of Alaska*

# Program Profiles



The Central Council of the Tlingit & Haida Indian Tribes of Alaska (Central Council) is proud to offer services to our tribal citizens.

The Program Profiles booklet provides information on our programs and services, eligibility requirements, and communities served. Contact information is included for each program.

We welcome your comments, suggestions, and ideas on ways to improve our services to our tribal citizens.

We are honored to serve you!



Preserving our sovereignty, enhancing our economic and cultural resources, and promoting self-sufficiency and self-governance for our citizens through collaboration, service, and advocacy.

## Southeast Traditional Tribal Values “Our Way of Life”

- Discipline and Obedience to the Traditions of our Ancestors
- Respect for Self, Elders and Others
- Respect for Nature and Property
- Patience
- Pride in Family, Clan and Tradition is found in Love, Loyalty and Generosity
- Be Strong in Mind, Body and Spirit
- Humor
- Hold Each Other Up
- Listen Well and with Respect
- Speak with Care
- We are Stewards of the Air, Land and Sea
- Reverence for Our Creator
- Live in Peace and Harmony
- Be Strong and Have Courage

Central Council is a tribal government representing over 30,000 Tlingit and Haida people worldwide. Founded in 1935, we are a sovereign entity and have a government-to-government relationship with the United States. Central Council has a proud legacy that was established to protect, preserve, and advocate for the rights of Tlingit and Haida people.

We are proud of the history our forefathers have established for us in the areas of self-governance, self-determination, and tribal administration. Although our role has changed over time, our commitment to serving the Tlingit and Haida people remains strong.

Central Council offers a wide range of individual and community services through various departments and programs. We continue to promote the welfare of our citizens through service delivery and tribal self-governance.

**Client Information**

Client Intake Process ..... 1-2  
 Frequently Asked Questions ..... 3-4  
 Client Appeal Process .....5  
 Client Complaint Process .....6

**Client Services**

Burial Assistance .....7  
 Child Care.....8  
 Child Support.....9-10  
 Domestic Violence (Family Violence Prevention)..... 11-12  
 Elderly Caregiver Support..... 13  
 Elderly Emergency Assistance ..... 14  
 Elderly Services..... 15-16  
 Employment Services ..... 17-18  
 Enrollment..... 19-20  
 Fatherhood is Sacred / Motherhood is Sacred .....21  
 General Assistance (GA) ..... 22-23  
 Higher Education ..... 24-27  
 Indian Child Welfare Act (ICWA) ..... 28-29  
 Job Placement..... 30-31  
 Preserving Native Families (PNF).....32  
 Second Chance Reentry ..... 33  
 Temporary Assistance for Needy Families (TANF)..... 34  
 Training Services ..... 35  
 Tribal Vocational Rehabilitation (TVR) ..... 36-37

## **Community Services**

Business Development .....	38
Certified Tribal Artist .....	39
Cultural Resources .....	40
Distance Education.....	41
Economic Development.....	42
Environmental .....	43
Forestry / Natural Resources.....	44
Foster Care.....	45
Language.....	46
Realty .....	47
Tribal Court.....	48-49
Tribal Family & Youth Services (TFYS) Field Offices.....	50
Tribal Transportation .....	51-52
Village Public Safety Officer (VPSO).....	53
Vocational Training & Resource Center (VTRC).....	54-55

## **Youth Services**

Head Start .....	56-58
Johnson O'Malley (JOM) .....	59
Youth Employment Services (YES) .....	60-61

## **Facility Rentals**

Elizabeth Peratrovich Hall.....	62
Vocational Training & Resource Center (VTRC).....	63

## Step 1 - Initial Contact

Intake staff will meet with each applicant and establish which service he/she may apply for.

Determinations on whether or not applicants will receive benefits are not made by Intake staff.

## Step 2 - Applications Provided

Intake staff will provide the appropriate application(s) for services and assist with the application process.

## Step 3 - Return Completed Application(s) to Intake

Individuals submitting a complete application will be assigned a caseworker and will be contacted within two (2) working days to schedule an appointment.

Individuals submitting an incomplete application will:

- Receive a letter within five (5) working days identifying the documents necessary to complete their application, and
- Have 30 days from the receipt of application to submit required documentation.

## Step 4 - Meet with Caseworker

Applicant will meet with assigned caseworker to determine eligibility. Eligible applicants will work directly with their caseworker from this point forward.

## Contact

477 Intake | Toll Free: 1.800.344.1432

Email: [477intake@ccthita.org](mailto:477intake@ccthita.org)

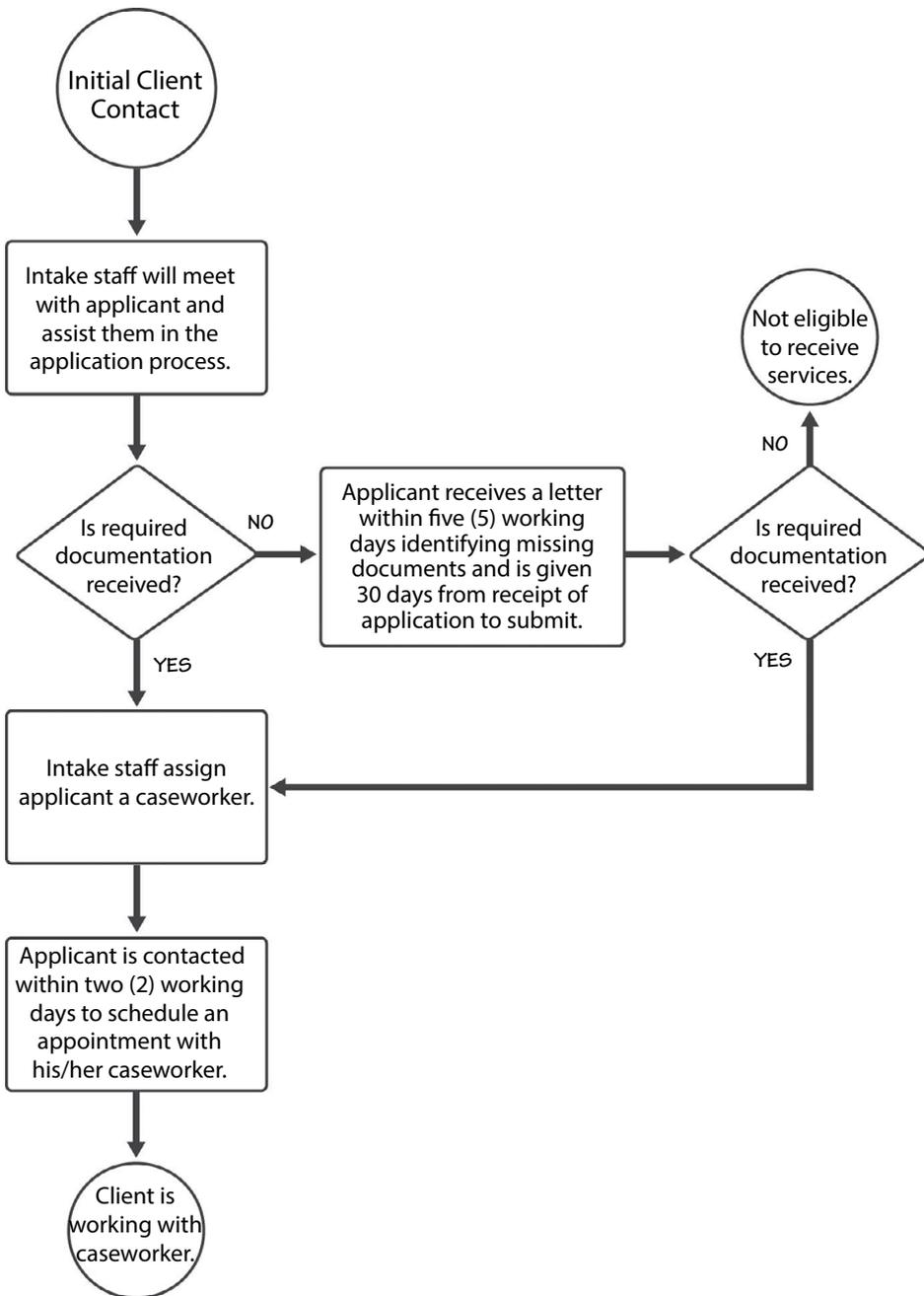
Child Care | Direct: 907.463.7140 | Fax: 907.885.0034

E&T | Direct: 907.463.7332 | Fax: 877.333.3449

TANF | Direct: 907.463.7158 | Fax: 907.885.0038

TVR | Direct: 907.463.7326 | Fax: 877.560.3927

# Client Information Client Intake Process Flow Chart



## **Who would I talk to about getting financial assistance?**

The process begins by completing an application for services with intake staff. Once a complete application is received, it is assigned to a caseworker.

**Do I need an appointment to meet with intake staff?** No, intake staff are available to meet with clients on a walk-in basis between 8:00 am to 3:00 pm Monday through Friday.

**If I've received services from Central Council in the past, do I need to turn in a new application?** No, you do not need to complete an application if you have received services in the past 90 days. After 90 days a new application is required.

**I have already met with a caseworker and they said they were going to mail my benefits, but I have not received anything yet. Who would I talk to about this?** You will need to contact your caseworker.

**How can I provide feedback on services received?** Complete our "How Did We Do?" customer survey report card.

## **Enrollment Eligibility**

**Do I have to be Tlingit or Haida to enroll with Central Council?** Yes, we are restricted to enrolling individuals of Tlingit and/or Haida descent (bloodline).

**Do I need an original birth certificate to be enrolled?** Yes, we will return your birth certificate once documented for your enrollment record.

**I'm adopted, what paperwork do I need to submit with my application?** You will need to submit your pre-adoptive birth certificate along with your amended birth certificate.

**If my father, who is the Native parent, is not listed on the birth certificate can I still be enrolled?** Yes, you will need to have your father fill out an Affidavit of Paternity stating he is your biological father. We require both biological parents to sign the affidavit.

**How often do you meet to enroll new tribal citizens?** We hold two Tribal Enrollment Committee meetings per year.

**Is it possible to be enrolled before the next scheduled Tribal Enrollment Committee meeting?** Yes, we are authorized to prepare a Provisional (temporary) Enrollment signed by Central Council's President or Chief Operating Officer.

### **Blood Quantum Information**

**How do I change my blood quantum?** If your blood quantum is incorrect, you will need to request a correction in writing and provide the necessary documentation showing proof of blood quantum.

**Will you reissue a new Tribal Identification (ID) card once blood quantum is corrected?** Yes, a new Tribal ID card will be automatically reissued.

### **Tribal ID Cards**

**How do I get a Tribal ID card?** Stop by our Juneau office located at 320 W Willoughby Ave., (3rd Floor) with a form of ID verification (State ID, Social Security Card, or Voter Register). To obtain a new Tribal ID via US Postal mail, complete and submit a notarized Affidavit for Tribal Identification Card with your recent photo attached to the Program Compliance department. To obtain the form, contact our office at 1.800.344.1432 ext. 7359 or 907.463.7359, or download it from our website: [www.ccthita.org/services/enrollment/overview](http://www.ccthita.org/services/enrollment/overview).

### **Enrollment Information Provided or Released**

**What information is provided over the phone regarding enrollment?** Your tribal enrollment number is the only information we provide without a written release.

**Can family members request verification of enrollment?** If over 18, a written Release of Information (ROI) is required to release enrollment verification.

A client who is denied or received a reduction of services or benefits has the right to file a written appeal by following these procedures. Determination of client services or benefits are made based on a review of program policies, procedures and the required official documentation.

## Step 1 – Client

- A client has ten (10) working days from the date of receipt of a decision to submit a written appeal to the department Director/ Manager or his/her designee.
- A client outside of Juneau must have their written appeal postmarked within ten (10) working days from the date of receipt of a decision.
- A client may request another person to be present at meetings or interviews. The client must notify the department Director/ Manager or designee who this person is, contact information, and their role. Guidelines will need to be established to ensure confidentiality if the person is not a Central Council employee.

## Step 2 – Director/Manager

- The department Director/Manager or his/her designee, in consultation with subordinate staff, will make every effort to review documentation and make a decision in the shortest amount of time possible and not to exceed five (5) working days from the date of receipt of the appeal.
- A client not satisfied with the department's decision may submit a written request within five (5) working days from the date of receipt of the decision to the Program Compliance Manager or his/her designee to have their appeal reviewed by the Appeals Committee.

## Step 3 – Appeals Committee

- A client must complete Step 1 before the Program Compliance Manager or his/her designee will consider referral to the Appeals Committee.
- The Appeals Committee will review the appeal within five (5) working days of receipt.
- The client will be notified of the Appeals Committee's decision within two (2) working days after the date of its meeting.
- All decisions of the Appeals Committee are final.

A client who is unhappy with the service he or she received by Central Council staff may submit a written complaint. All complaints are taken seriously and will be reviewed and responded to.

## Step 1 - Client

A client may submit a written complaint to the Program Compliance Manager. Written complaints must include:

- Date and location of the incident.
- Names of individuals involved.
- Accurate description of the incident.
- Contact information for follow-up.

A written complaint may be submitted to the Program Compliance Manager via:

- In person at the Andrew Hope Building (320 W. Willoughby Ave, Suite 300, Juneau AK 99801).
- Fax to 907.885.0052 (Attn: Program Compliance).
- Email to [depttbe@ccthita.org](mailto:depttbe@ccthita.org)
- U.S. Postal Mail to:  
Program Compliance  
320 W. Willoughby Avenue, Suite 300  
Juneau, Alaska 99801

## Step 2 - Program Compliance

- The Program Compliance Manager or his/her designee will make every effort to review a complaint and submit a written report to the appropriate department Director/Manager within five (5) working days.
- The department Director/Manager will meet with their appropriate staff and advise of corrective action to be taken within five (5) working days.

## Contact

Program Compliance  
Toll Free: 1.800.344.1432 ext. 7143  
Direct: 907.463.7143 | Fax: 907.885.0052  
Email: [depttbe@ccthita.org](mailto:depttbe@ccthita.org)

## **Program Purpose**

To provide financial assistance to defray burial expenses.

## **Program Description**

Burial Assistance is an indigent burial program available only in absence of other resources. An application will be accepted from the surviving spouse or if none, the relative responsible for making the arrangements. Assistance from other sources is deducted from qualifying funding amount. Direct payments are made to the mortuary performing the burial service.

## **Communities Served**

Craig	Kasaan	Saxman	Wrangell
Haines	Klawock	Skagway	
Juneau	Pelican	Tenakee	

## **Eligibility Requirements**

- Deceased must be an Alaska Native and/or American Indian.
- Family must demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB).
- Deceased must not have had sufficient resources to meet the essential needs.
- Deceased must have resided in the service area for at least the last six (6) consecutive months of his/her life.
- Must submit application within 30 days of date of death.
- Must provide proof of applications with State of Alaska General Relief Assistance Cremation/Burial Assistance program.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

477 Employment and Training | Burial Assistance

Toll Free: 1.800.344.1432 ext. 7332

Direct: 907.463.7332 | Fax: 877.333.3449

## Program Purpose

To increase the availability of child care services to eligible tribal citizens residing in Southeast Alaska.

## Program Description

Child Care provides grants to qualified applicants to help with the cost of child care. Child Care also offers a quality improvement program to child care providers to help with health & safety equipment, business licenses, and classroom training.

## Communities Served

### Discretionary (subsidy):

Angoon	Hydaburg	Ketchikan	Saxman
Craig	Juneau	Klawock	Skagway
Douglas	Kake	Pelican	Tenakee
Haines	Kasaan	Petersburg	Wrangell

### Mandatory (low-income/TANF/GA/EA/CPS cases):

Angoon	Hoonah	Kasaan	Pelican	Skagway
Craig	Hydaburg	Ketchikan	Petersburg	Tenakee
Douglas	Juneau	Klawock	Saxman	Wrangell
Haines	Kake	Klukwan	Sitka	Yakutat

## Eligibility Requirements

- Must be tribally enrolled or a descendant of a tribally enrolled applicant and child(ren) must be under the age of 13.
- Must be employed or in training more than 25 hours/week.
- Must be within 85% median income and reside in one of the communities served.

## Funding Agency

U.S. Department of Health & Human Services

## Contact

477 Child Care | Toll Free: 1.800.344.1432 ext. 7140  
Direct: 907.463.7140 | Fax: 907.885.0034

## **Program Purpose**

To ensure all eligible tribal children receive the financial and emotional support they deserve from both parents.

## **Program Description**

The Tribal Child Support Unit (TCSU) is a federally funded and approved Tribal IV-D child support program. TCSU provides the following child support services for parents or third-party custodians:

- Paternity establishment;
- Establishment of child support orders;
- Modification and enforcement of support orders;
- Location of non-custodial parents;
- Collection and distribution of child support; and
- Direct deposits.

Central Council uses its tribal judicial process and regulations to establish child support obligations.

There is no fee for these services, with the exception of costs related to determining paternity. TCSU cannot monitor or modify visitation or custody orders.

## **Communities Served**

All Southeast Alaska communities with the exception of Metlakatla.

## **Eligibility Requirements**

There are no eligibility requirements.

## **Application Process**

- Must complete TCSU's application.
- Once an application has been submitted, TCSU will identify the appropriate support services.
- Child support cases will be assigned to a TCSU specialist who will assist in establishing or enforcing a child support obligation.

## **Application Process (cont.)**

- In the event TCSU cannot provide services, a referral will be made to a child support program that can provide the appropriate services.

## **Funding Agency**

U.S. Department of Health & Human Services, Administration for Children and Families

## **Contact**

Tribal Child Support Unit

Toll Free: 1.800.344.1432 ext. 7132

Direct: 907.463.7132 | Fax: 907.375.2956

## **Program Purpose**

To collaborate with women’s shelters in Southeast Alaska to provide women and children in domestic violence situations a safe place to stay. These secure shelters are located in Juneau, Ketchikan, and Sitka, and provide services to all communities in Southeast Alaska: AWARE (Aiding Women in Abuse and Rape Emergencies), WISH (Women in Safe Homes), and SAFV (Sitkans Against Family Violence).

## **Program Description**

Central Council provides financial assistance to AWARE, SAFV, and WISH shelters to provide safe havens and protection from harm to victims of domestic violence. Each shelter provides a variety of services:

- Transportation to the nearest secure shelter for a mother and her children (if necessary to ensure safety);
- Classes within the shelter to assist the victim and her children to learn how to maintain their safety and well-being in situations involving family violence;
- Counseling services and a variety of classes to women and child victims; and
- Shelter advocacy services to access a broad range of services and to assist with paperwork and advocacy when court intervention is required.

## **Communities Served**

All Southeast Alaska communities. If transportation is required, the victim and children will be transported to the shelter in their catchment area.

## **Eligibility Requirements**

- Must be willing to leave the community, if necessary to ensure your and your children’s safety.
- Must be willing to address domestic violence, sexual assault, and stalking issues in your community.

## Funding Agency

U.S. Department of Health & Human Services, Administration for Children and Families

## Contact

Tribal Family and Youth Services | Tribal Wellness

Toll Free: 1.800.344.1432 ext. 7169

Direct: 907.463.7169 | Fax: 907.885.0032

AWARE (Juneau)

Toll Free: 1.800.478.1090 (Alaska Crisis Line)

Direct: 907.586.6623 (Business Line)

Crisis Line: 907.586.1090

SAFV (Sitka)

Toll Free: 1.800.478.6511 (Alaska Crisis Line)

Direct: 907.747.3370 (Business Line)

Crisis Line: 907.747.6511

WISH (Ketchikan)

Toll Free: 1.800.478.9474

Direct: 907.228.4099 (Business Line)

Crisis Line: 907.225.9474

## Program Purpose

To increase access to support services for a family caregiver who provides care for a tribal elder in our service area.

## Program Description

The Elderly Caregiver Support program provides advocacy, information on available services, assistance in completing applications and forms, and making referrals for a tribal elder and family members who serve as a caregiver for a tribal elder/parent or relative who is seeking home care and senior services. Other services include:

- Assessing what the current level of care and needs are in providing caregiver support services;
- Providing community resources that will connect the caregiver to available support services such as respite care and training for Native elderly caregivers;
- Hosting an annual Caregivers Workshop in Juneau; and
- Monthly Tlingit & Haida Elderly Caregiver Council meetings.

## Communities Served

Douglas

Juneau

Hydaburg

Saxman

## Eligibility Requirements

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must be age 60 or older.

## Funding Agency

U.S. Department of Health & Human Services, Administration on Aging, Title VI

## Contact

Tribal Family & Youth Services | Elderly Services

Toll Free: 1.800.344.1432 ext. 7163 or 7131

Direct: 907.463.7163 or 907.463.7131 | Fax: 907.885.0032

## Program Purpose

To provide emergency financial assistance to elderly tribal citizens who have urgent personal needs related to a disastrous event such as fire, death, illness or an extenuating circumstance such as utility shut-off notices, emergency medical need, or burial expenses.

## Program Description

The Elderly Emergency Assistance program provides limited emergency financial assistance (per availability of funding) to tribal elders who are experiencing a crisis or extenuating circumstance.

## Communities Served

Open to all communities.

## Eligibility Requirements

- Must be a tribally enrolled citizen of Central Council.
- Must be age 65 or older.
- Must submit a completed and signed application.
- Must provide verification to indicate financial need.

*Please note: This is a one-time service limit per applicant, per calendar year.*

## Funding Agency

Central Council's Tribal Trust Fund

## Contact

Tribal Family & Youth Services | Elderly Services

Toll Free: 1.800.344.1432 ext. 7163 or 7131

Direct: 907.463.7163 or 907.463.7131 | Fax: 907.885.0032

## Program Purpose

To promote health and well-being for tribal elders through health and social services.

## Program Description

The Elderly Services program assists tribal elders and family caregivers in accessing community services and resources. Program staff may also provide home visits to ensure an elder is safe in their home, and make appropriate referrals to help an elder maintain an independent lifestyle. The program provides:

- Access to community resources and caregiver support services;
- Reports of harm to Adult Protective Services when there is an incident of elder abuse, neglect or financial exploitation;
- Advocacy by providing case management services, making referrals to service providers, assisting in the completion of applications and forms for such things as heating assistance, public assistance, Medicaid, Medicare and Social Security;
- A weekly “Elder Chair Fitness Class” in Juneau (held every Thursday at the Vocational Training & Resource Center), transportation to and from the class is provided by request, and a light lunch is served after the fitness class;
- Coordination of an Annual Caregivers’ Workshop, health education events, cultural and fun group activities, and promotion activities that address issues and concerns such as elders’ fall prevention, nutrition, and health related topics and issues; and
- A temporary Equipment Loan Closet for manual wheel chairs, folding walkers, rolling walkers with basket and folding seat, and canes.

## Communities Served

Douglas

Juneau

Hydaburg

Saxman

## **Eligibility Requirements**

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must be age 60 or older.

## **Funding Agency**

U.S. Department of Health & Human Services, Administration on Aging, Title VI, National Native American Program

## **Contact**

Tribal Family & Youth Services | Elderly Services

Toll Free: 1.800.344.1432 ext. 7163 or 7131

Direct: 907.463.7163 or 907.463.7131 | Fax: 907.885.0032

## Program Purpose

To provide education and training opportunities for eligible applicants that will enhance job skills to find and retain a job leading to self-sufficiency.

## Program Description

The Employment Services program provides eligible participants with career assessment testing, motivational training, and job skills workshops. The workshops include resumé styles, writing tips, filling out employment applications, developing cover letters, online job searching, and interview techniques. Each participant will exit the workshop with an employment portfolio to use while they are actively seeking employment.

Under the Public Law 102-477 Act, the Employment & Training (E&T) department integrated funds they received from the U.S. Department of Labor, the U.S. Department of Health and Human Services, and the Bureau of Indian Affairs into a single, coordinated, comprehensive program/plan that provides employment, training, and related services to eligible Alaska Native and/or American Indians that reside in our service delivery area.

## Communities Served

Craig	Klawock	Saxman	Wrangell
Juneau	Pelican	Tenakee	

## Eligibility Requirements

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must be age 18 or older (17 or older with a diploma or GED).
- Must demonstrate application for other financial resources, such as scholarships, grants, etc. (i.e. food stamps, unemployment, child support).
- Must be unemployed or under-employed and economically disadvantaged.

## **Eligibility Requirements (cont.)**

- Must provide approval of probation/parole officer if on probation.
- Males 18-25 years of age, must provide proof of registration with the Selective Service.

## **Funding Agencies**

- U.S. Department of Labor
- U.S. Department of Health & Human Services
- Bureau of Indian Affairs (BIA)

## **Contact**

477 Employment & Training | Employment Services

Toll Free: 1.800.344.1432 ext. 7332

Direct: 907.463.7332 | Fax: 877.333.3449

## Program Purpose

To enroll individuals of Tlingit and/or Haida descent and certify eligibility for program compliance for tribal citizens seeking services that require tribal enrollment.

## Program Description

The Enrollment program establishes eligibility and officially registers eligible persons as tribal citizens. Tribal citizens are then issued a tribal photo ID card which identifies their eligibility for programs such as Indian Health Services, Higher Education, Employment & Training, Johnson-O'Malley (JOM), Temporary Assistance for Needy Families (TANF), Tribal Family & Youth Services, etc.

Enrollment also maintains official demographic information for our tribal citizens, and works with the Office of the President in the coordination of the Tribal Delegate Elections.

## Communities Served

Open to all communities.

## Eligibility Requirement

Must provide legal documentation identifying they are of Tlingit and/or Haida descent.

## Application Process

- Complete the Enrollment application and provide an original State certified birth certificate that lists the parent(s) on it (birth certificate will be returned).
- Further documentation may be required:
  - » If Tlingit and/or Haida parent is not listed on State certified birth certificate, provide Affidavit of Paternity. Affidavit must be signed by both biological parents.
  - » If adopted, provide pre-adoptive birth certificate issued by the State or court decree listing biological Native parent, in addition to amended birth certificate.
  - » If unable to trace family, Affidavit of Personal Knowledge must be completed by two enrolled tribal citizens.

## **Key Dates**

Enrollment applications are reviewed and acted on by the Tribal Enrollment Committee twice per year. Please contact our office for specific meeting dates.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

Program Compliance | Enrollment  
Toll Free: 1.800.344.1432 ext. 7359  
Direct: 907.463.7359 | Fax: 907.885.0052  
[www.ccthita.org/services/Enrollment](http://www.ccthita.org/services/Enrollment)

## Program Purpose

To build strong, happy and safe families. The Fatherhood Is Sacred® (FIS) and Motherhood Is Sacred™ (MIS) programs strive to strengthen families by responsibly involving both fathers and mothers in the lives of their children, families, and communities. The family is at the heart of Native American cultures. There is no other work more important than fatherhood and motherhood.

The FIS and MIS programs offer a culturally rich model that inspires fathers and mothers to create change and to build safe and happy families. Real and lasting change comes from within. Understanding one's self-worth and the value they bring to their family will change their very nature, drawing them closer to loved ones.

Fathers and mothers are encouraged to devote their best efforts in teaching and raising their children to develop their potential and the attributes needed for success in life.

## Program Description

The FIS and MIS programs each consist of 12 sessions totaling 24 hours of group instruction. Fathers, mothers, and families participate in weekly/bi-weekly assigned activities.

## Communities Served

FIS: Juneau

MIS: Juneau, Ketchikan and Sitka

## Eligibility Requirement

Must have a desire to be the best parent possible and willing to put in the work to have a happy and safe family.

## Contact

Tribal Child Support Unit | Fatherhood is Sacred®

Toll Free: 1.800.344.1432 ext. 7737

Direct: 907.463.7737 | Fax: 907.375.2956

477 TANF | Motherhood is Sacred™

Toll Free: 1.800.344.1432 ext. 7158

Direct: 907.463.7158 | Fax: 907.885.0038

## **Program Purpose**

To provide financial assistance to eligible Alaska Natives and American Indians for essential needs, which are food, clothing, shelter, and utilities. General Assistance (GA) payments are not intended to pay off bills, credit card debts, vehicle/snow machine loans, etc. GA payments are only to be used to pay verified actual/month expense amounts.

## **Program Description**

The goal of the General Assistance program is to increase self-sufficiency. Each GA recipient must work with an assigned 477 caseworker to develop and sign an Individual Self-Sufficiency Plan (ISP).

The plan must outline the specific steps the individual will take to increase independence by meeting the goal of employment. The caseworker develops a case plan and focuses on assisting the client toward self-sufficiency.

## **Communities Served**

Craig	Klawock	Tenakee
Haines	Pelican	Wrangell
Juneau	Saxman	
Kasaan	Skagway	

## **Eligibility Requirements**

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must reside in one of the communities served.
- Must provide medical documentation regarding illness/medical barrier for emergency assistance.
- Must include all household members on application.
- Must demonstrate application for other resources such as TANF, E&T, SSI, ATAP, and foster care support.
- Must not receive any comparable public assistance.

## **Eligibility Requirements (cont.)**

- Must be income eligible and re-determination of eligibility on a monthly basis.
- Must complete and follow through with Individual Self-Sufficiency Plan (ISP).

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

477 Employment & Training | General Assistance

Toll Free: 1.800.344.1432 ext. 7332

Direct: 907.463.7332 | Fax: 877.333.3449

## Program Purpose

To encourage all eligible tribal citizens to seek higher standards of education, provide support services necessary to assure attaining the post-secondary education to which they aspire, increase the number of educational opportunities, and facilitate student career goals.

## Program Description

Higher Education provides financial aid to tribally enrolled citizens within the compact service through its College Student Assistance (CSA) program. Eligible applicants are attending, or plan to attend, an accredited college or university in the pursuit of education degree programs, specifically post-secondary education.

Higher Education funding is supplemental in nature. Tribal citizens are expected and encouraged to take advantage of institution sponsored financial aid programs and other scholarship and grant opportunities.

## Communities Served

Craig	Kasaan	Tenakee
Haines	Pelican	Wrangell
Juneau	Saxman	

Other Southeast Alaska tribes operate their own BIA funded programs. Applicants who have received funding, are enrolled with, or reside in any of the communities listed below may not be eligible for services as these communities administer their own Higher Education funds. Tribal citizens residing in these communities must first contact their local IRA offices:

Angoon	Ketchikan	Skagway
Douglas	Klawock	Sitka
Hoonah	Klukwan	Yakutat
Hydaburg	Metlakatla	
Kake	Petersburg	

## CSA Eligibility Requirements

Applicants must originate from a compact community served by Central Council in order to be considered for a scholarship award. Funding is based on the compact service agreement with the communities. Applicants residing outside the compact areas may be eligible based on family community of origin.

### **Full-time applicants:**

- Undergraduates must be enrolled in and complete a minimum of twelve (12) credit hours with a 2.0 GPA or better.
- Graduates must be enrolled in and complete a minimum of nine (9) credit hours with a 3.0 GPA or better.

### **Part-time applicants, including distance delivery classes (limited funds are available for part-time students):**

- Must take a minimum of six (6) credits per term and with the intent of courses to go towards their degree program.
  - » Award amounts are up to half what a full-time applicant would receive based on points and wait list criteria. The award is to fund expenses for actual tuition, books, and required fees.
- Must complete two classes per term that count towards the student's degree program with a 2.0 GPA or better.
  - » The award is to fund only actual costs for tuition, books, and required fees.

*Note: Provisions are available for students with a documented disability.*

## CSA Application Filing

To be considered for a scholarship award, a completed application must be received. A completed application includes:

- Most recent official high school transcripts, GED scores, or college transcripts, indicating an overall 2.0 GPA or better (on a four point scale);
- Tribal Family of Origin form and a copy of Tribal ID or completed enrollment verification form;
- Copy of your Letter of Admission/Acceptance (LOA) from the college/university attending; and
- Any other documentation/verification as requested.

## CSA Application Deadline

The CSA application must be received or post-marked by May 15. (Applications received after the deadline are put on a wait list pending additional funding.)

## CSA Award Process

Applications are processed based on points (noted below), date applicant's file is deemed complete, and ability to show unmet financial need. Applicants compiling the most points will receive the highest consideration for funding. An accumulation of 0-50 points is applied based on the following criteria:

- 30 points for applicants currently residing in a Central Council compact service area;
- 15 points for applicant graduating from a high school or having earned their GED within a Central Council compact service area; and
- 5 points for applicant who can trace their family origin to a Central Council compact service area.

## CSA Award Notification

July 15

## CSA Wait Listed Applications

Applications are not considered complete until all documentation is on file with the Higher Education program. All new applicants are automatically put on the wait list pending award processing (late June through July 15). Award consideration is based on the following:

- Availability of funds at the conclusion of the scholarship awarding process;
- Dates of receipt, completion of application, and accumulated application criteria points; and
- Replacement of a student who has withdrawn from the CSA program or dropped out.

## **Additional Scholarship Opportunity**

The Alumni Scholarship Assistance Program (ASAP) provides annual scholarship awards to all tribally enrolled citizens who apply regardless of service area, community affiliation, origination, residence, tribal compact, or signatory status.

Award levels are based on annual fundraising activities. Fundraising activities include memorial donations, private donations, vendor/associate solicitations, and the Annual Spring King Salmon Derby ([www.springkingderby.org](http://www.springkingderby.org)).

### **ASAP Application Filing**

The ASAP application period runs July 1 through September 15. To be considered for an ASAP scholarship award, a completed application must be received. A completed application includes:

- Cover letter indicating financial need; list of academic, professional and/or personal activities; and statement of personal goals.
- Most recent official transcripts (high school or college) or GED scores, indicating a cumulative 2.50 GPA for high school students and undergraduates and 3.50 for graduates.
- Copy of LOA that verifies full-time enrollment and your declared degree program. Minimum credit enrollment requirements are twelve (12) for undergraduates, and nine (9) for graduates and above.

### **ASAP Application Deadline**

The ASAP application must be received by September 15 annually. Applications received after September 15 will not be accepted—no exceptions.

### **Funding Agency**

Bureau of Indian Affairs (BIA)

### **Contact**

Vocational Training & Resource Center | Higher Education  
Toll Free: 1.800.344.1432 ext. 7329  
Direct: 907.463.7329 | Fax: 888.965.9102

## Program Purpose

To protect and maintain the integrity and rights of Alaska Native children, their families or custodians and tribes in involuntary custody proceedings.

The Indian Child Welfare Act (ICWA) program's mission is to ensure that the Tribe's interest in children is protected if removal of an Indian child from their home by the State of Alaska Office of Children's Services becomes necessary. Minimum federal standards established by ICWA require state courts comply when an Alaska Native/American Indian child is taken into state custody.

ICWA is federal law that applies to Indian children under the age of 18. ICWA applies to involuntary custody proceedings and does not apply to custody disputes between parents.

## Program Description

The Tribal Family & Youth Services' (TFYS) ICWA program provides case management services and direct services to children and parents or guardians in communities served.

Case management services include:

- Intervening and attending court hearings, case staffings and meetings;
- Conducting supervised visitations and home visits;
- Scheduling family meetings when necessary;
- Conducting family searches and identifying potential relative placements;
- Case specific Native foster care recruitment, and assisting in providing direct services to families such as counseling and children's program component; and
- Making referrals to other support services that will further enhance the quality of lives of our children and families.

The child welfare team also carries a significant caseload of ICWA cases that originate in other states involving tribal citizens. Our goal is to identify the appropriate Southeast Alaska tribal jurisdiction for the children while providing technical support.

## **Communities Served**

Craig	Kasaan	Wrangell
Haines	Klawock	
Juneau	Saxman	

## **Eligibility Requirements**

- Must be a tribally enrolled citizen or demonstrate proof of eligibility for tribal enrollment.
- Must be 0-18 years of age.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

Tribal Family & Youth Services | ICWA

Toll Free: 1.800.344.1432 ext. 7169

Direct: 907.463.7169

Fax: 907.885.0032

## **Field Offices**

- Craig: 907.826.3948
- Haines: 907.766.2323 ext. 111 or 9
- Kasaan/Klawock: 907.755.2326
- Saxman: 907.247.2502
- Wrangell: 907.874.3482

## Program Purpose

To provide educational, training, and employment opportunities to prepare applicants in securing meaningful employment and maintaining a healthy lifestyle independent of program services.

## Program Description

The Job Placement program is housed within the Employment & Training (E&T) department and offers training assistance such as Work Experience (WE) and On-the-Job Training (OJT) to eligible 477 clients.

The E&T department in partnership with the Vocational Training & Resource Center (VTRC) provides distance learning for office skills; i.e. administrative assistant and medical administrative assistant training. Curriculum includes typing, word processing, office procedures & technology, filing methods, and business writing as examples.

In partnership with the State of Alaska Job Center, clients are referred to mock interview techniques and resumé writing workshops, and career assessment training (KeyTrain and WorkKeys).

## Community Served

Craig	Klawock	Saxman	Wrangell
Juneau	Pelican	Tenakee	

Some communities operate their own BIA funded programs. Tribal citizens residing in any of the following communities must first apply for services through their local IRA offices:

Angoon	Hydaburg	Klukwan	Yakutat
Douglas	Kake	Petersburg	
Haines	Kasaan	Sitka	
Hoonah	Ketchikan	Skagway	

## **Eligibility Requirements**

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must be age 18 or older with a high school diploma or GED.
- Males 18-25 years of age, must provide proof of registration with the Selective Service.
- Must be unemployed or under-employed (defined as little or no job history and/or limited job skills) and economically disadvantaged.
- Must provide approval of probation/parole officer if on probation.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

477 Employment & Training | Job Placement

Toll Free: 1.800.344.1432 ext. 7332

Direct: 907.463.7332

Fax: 877.333.3449

## Program Purpose

To provide intensive in-home, preventative services to tribal citizens whose children are at risk for out-of-home placement.

## Program Description

The Preserving Native Families (PNF) program provides the following type of services:

- Early intervention/preventative family services;
- In-home services (parenting education, transportation, supervised visitations);
- Support and referral services;
- Coordinated case management;
- Parenting classes and groups;
- Education/support groups; and
- Facilitation of family meetings.

## Community Served

Juneau

## Eligibility Requirements

- Must receive referral from:
  - » State of Alaska, Office of Children's Services (OCS) Intake/Investigation Unit requesting in-home preventative services or reunification services for out-of-home cases.
  - » 477 Temporary Assistance for Needy Families (TANF) department requesting in-home family support services.
- Must reside in Juneau.

## Funding Agencies

- State of Alaska, Office of Children's Services
- U.S. Department of Health & Human Services, Administration for Children and Families

## Contact

Tribal Family & Youth Services | Preserving Native Families  
Toll Free: 1.800.344.1432 ext. 7169  
Direct: 907.463.7169 | Fax: 907.885.0032

## **Program Purpose**

To provide individuals, while still incarcerated and/or released on probation, with distance training and employment assistance in an effort to reduce the high rate of recidivism in Southeast Alaska.

## **Program Description**

The Second Chance Reentry program provides a crucial safety net of services and support to ensure individuals have the tools necessary to successfully reenter their communities. Clients are provided access to a structured learning environment to complete a vocational and/or accredited certification program that will result in an apprenticeship, internship and/or employment. The program also provides resource referral, advocacy, and coordinates with other community agencies to ensure that participants are accessing needed services and also fulfilling their unique probationary and treatment responsibilities.

## **Community Served**

Juneau

## **Eligibility Requirement**

Must be currently incarcerated or provide proof of incarceration within the last year.

## **Funding Agency**

U.S. Department of Justice

## **Contact**

Public Safety | Second Chance Re-Entry

Toll Free: 1.800.344.1432 ext. 7366

Direct: 907.463.7366 | Fax: 888.520.6722

## Program Purpose

To assist families with dependent children to become self-sufficient.

## Program Description

The Temporary Assistance for Needy Families (TANF) department provides financial assistance to families while emphasizing work participation, education, family stability and responsibility. We identify and focus on employment goals, economic and social obstacles, and the health, safety and well-being of children and families. Caseworkers monitor families as they move through their Tribal Service Plan toward their ultimate goal of self-sufficiency and independence from program services. Eligible families have a 60 month lifetime limit.

## Communities Served

All Southeast Alaska communities with the exception of Metlakatla.

## Eligibility Requirements

- Must provide proof that at least one member of the household is enrolled in a federally recognized tribe.
- Must provide Social Security number and birth certificate for all family members listed on the application.
- Males 18-25 years of age, must provide proof of registration with the Selective Service.
- Must provide tribal child support absent parent form.
- Must demonstrate financial need.

## Funding Agencies

- State of Alaska, TANF
- U.S. Department of Health & Human Services, TANF

## Contact

477 TANF | Toll Free: 1.800.344.1432 ext. 7158  
Direct: 907.463.7158 | Fax: 907.885.0038  
Ketchikan: 907.225.2033 | Fax: 888.808.7480  
Sitka: 907.747.3790 | Fax: 888.420.4417

## **Program Purpose**

To provide training opportunities for tribally enrolled citizens that will help them obtain self-sufficiency.

## **Program Description**

The Training Services program offers assistance for vocational training to eligible applicants who lack specific training or certification to be considered for jobs. Individual clients are provided assessments that pertain to their selected career path (i.e., CAPS, COPS, COPES, English and Math).

## **Communities Served**

Craig	Juneau	Klawock	Wrangell
Haines	Kasaan	Saxman	

## **Eligibility Requirements**

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must have high school diploma or GED.
- Must demonstrate application for other financial resources.
- Must be unemployed or underemployed and economically disadvantaged.
- Must provide approval of probation/parole officer if on probation.
- Must demonstrate employment or ability to obtain employment based upon training request.
- Males 18-25 years of age, must provide proof of registration with the Selective Service.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

477 Employment & Training | Training Services  
Toll Free: 1.800.344.1432 ext. 7332  
Direct: 907.463.7332 | Fax: 877.333.3449

## Program Purpose

To provide Vocational Rehabilitation (VR) services to eligible applicants with disabilities in the Southeast Alaska region.

## Program Description

The Tribal Vocational Rehabilitation (TVR) department in partnership with the State of Alaska (SOA), Division of Vocational Rehabilitation (DVR) jointly serves eligible applicants with disabilities in Southeast Alaska. Its mission is to assist individuals with disabilities to obtain and maintain employment.

The program empowers eligible applicants with disabilities to become self-sufficient and independent. TVR counselors provide the following services:

- Guidance for clients needing help through the vocational rehabilitation process for training.
- Referrals to appropriate employment agencies to ensure they find the best job that suits their skills, abilities, and strengths.
- Counseling when client needs moral support, someone to talk with on basic needs, schooling, issues surrounding alcohol and drug issues; we do refer to professionals to handle their deeper needs as appropriate.
- Working with probation officers on client's aftercare plan when released.

## Communities Served

All Southeast Alaska communities with the exception of the Metlakatla Indian Reservation as they receive their own funding.

## Eligibility Requirements

- Must be enrolled in a federally recognized tribe.
- Must reside in Southeast Alaska.
- Must have a disability that interferes with their ability to do the work normally performed.
  - » A disability is any medical condition (physical or mental) that interferes with a person's everyday life, including employment.
- Must be able to work.

## Application Process

Eligible applicants can apply for services by contacting the following offices:

### In Juneau

Central Council | 477 Tribal Vocational Rehabilitation  
320 W. Willoughby, Suite 300 | Juneau, AK 99801  
Toll Free: 1.800.344.1432 ext. 7326  
Direct: 907.463.7326 | Fax: 877.560.3927

State of Alaska/DVR | Juneau Branch Office  
10002 Glacier Highway, Suite 305 | Juneau, AK 99801  
Toll Free: 1.800.478.2387  
V/TDD: 907.465.8943 | Fax: 907.465.6857

*Please Note: Orientation is at 1:30 PM every Thursday afternoon at the DVR/Juneau Branch Office.*

### In Ketchikan

Ketchikan Job Center DVR | Tongass Commercial Center  
2030 Sea Level Drive, Suite 220-A | Ketchikan, AK 99901  
V/TDD: 907.228.3245 | Fax: 907.225.3364  
Toll Free: 1.800.478.5387

### In Sitka

Sitka Branch Office  
304 Lake Street, Room 101 | Sitka, AK 99835  
V/TDD: 907.747.4788 | Fax: 907.747.6452  
Toll Free: 1.800.478.2726

## Funding Agency

U.S. Department of Education, Rehabilitation Services Administration

## Contact

477 Tribal Vocational Rehabilitation  
Toll Free: 1.800.344.1432 ext. 7326  
Direct: 907.463.7326 | Fax: 877.560.3927

## Program Purpose

To provide opportunities to tribal citizens living in Southeast Alaska that encourages financial independence and self-sufficiency through education and technical assistance.

## Program Description

The Business Development program provides guidance and direction to entrepreneur tribal citizens. Although the program does not provide startup or capital funds, it does partner with financial institutions for those tribal citizens interested in business loans. Resources are continually sought to assist tribal citizens in our region with training, workshops, summits, and other opportunities that may be beneficial.

Services offered include:

- Counseling for tribal entrepreneurs, who want to start or expand existing businesses; and
- Training on state and federal contracting.

## Communities Served

All Southeast Alaska communities.

## Eligibility Requirements

- Must be an enrolled tribal citizen of Central Council.
- Must reside in Southeast Alaska.

## Funding Agencies

- U.S. Department of Health and Human Services
- U.S. Economic Development Administration (EDA)

## Contact

Business & Economic Development | Business Development  
Toll Free: 1.800.344.1432 ext. 7139  
Direct: 907.463.7139 | Fax: 888.322.6407

## Program Purpose

To certify tribally enrolled artists who reside in and outside of Alaska.

## Program Description

The Certified Tribal Artist program promotes Alaska Native-made arts and handicrafts through certifying tribally-enrolled artists. Upon certification, eligible applicants will be issued a certificate, permit card, and 100 free gift tags, stickers, or combination thereof to market tribal citizen artwork.

## Communities Served

All communities (worldwide).

## Eligibility Requirements

- Must be tribally enrolled citizen of Central Council.
- Must be age 18 or older.

## Application Process

Applications will be reviewed within 30 days of receipt. Incomplete applications will not be accepted and all documents and fee payments will be returned to ineligible applicants.

- Completed application
- Copy of Tribal Enrollment card
- Copy of photo identification
- \$20 certification fee payment

## Funding Agency

This program is funded through certification fees.

## Contact

Business & Economic Development | Certified Tribal Artist  
Toll Free: 1.800.344.1432 ext. 7139  
Direct: 907.463.7139 | Fax: 888.322.6407

## Program Purpose

To implement the Native American Graves Protection and Repatriation Act (NAGPRA) of 1990 and the National Museum of the American Indian (NMAI) Act of 1989.

## Program Description

The Cultural Resources program repatriates objects of cultural patrimony, sacred objects, funerary objects, and human remains in accordance with NAGPRA and NMAI. These Acts allow federally recognized tribes to repatriate from museums and federal agencies. Services include submitting claims to museums for the return of cultural objects, assisting tribes and individuals in identifying cultural objects, family trees, memorial parties, and clan identification.

## Communities Served

All Southeast Alaska communities.

## Eligibility Requirements

There are no eligibility requirements.

## Funding Agency

National Park Service

## Contact

Native Lands & Resources | Cultural Resources

Toll Free: 1.800.344.1432 ext. 7186

Direct: 907.463.7186 | Fax: 907.885.0065

## Program Purpose

To provide e-learning options that support training needs and lead to sustainable employment.

## Program Description

The Distance Education program provides online courses in partnership with the Penn Foster Career Academy. Distance Education also provides access to hundreds of on-demand training programs featuring training options in many of today's high growth, high wage occupations.

All Penn Foster programs (virtual high school, career certificates, and college courses) are accredited in North America and delivered via correspondence, distance, or through blended learning depending on need. All courses are developed with a home-based component where you can start courses at any time and control your own progress. For registration information or a complete course listing, please contact the Vocational Training & Resource Center (VTRC).

## Communities Served

All communities.

## Eligibility Requirements

- Must have a high school diploma or GED to enroll in a career certificate and college program.
- If seeking a high school diploma, a transcript from the last school attended is requested, but optional. A transcript will be evaluated to determine comparable high school subjects for transfer into the Penn Foster High School program.

## Funding Agency

This program is funded through student registrations.

## Contact

VTRC | Distance Education

Toll Free: 1.800.344.1432 ext. 7375

Direct: 907.463.7375 | Fax: 888.762.5592

## Program Purpose

To enhance community planning efforts and facilitate work on economic development projects that create jobs in Southeast Alaska through partnering with local, state and federal agencies while promoting the interests of the Tribe.

## Program Description

The Economic Development program provides assistance to Southeast Alaska communities in development of Comprehensive Economic Development Strategies (CEDs) and community plans through technical assistance, report development, planning and advocacy.

The purpose of CEDs is to initiate and sustain a local planning and implementation process by which jobs are created, more stable and diversified economies are fostered, and living conditions are improved. CEDs is a mechanism for coordinating economic developments activities and is a valuable tool for bringing focus to the planning and development efforts of these unique and diverse communities throughout the region.

## Communities Served

All Southeast Alaska communities.

## Eligibility Requirements

- Must be an enrolled tribal citizen of Central Council.
- Must reside in Southeast Alaska.

## Funding Agencies

- U.S. Economic Development Administration (EDA)
- Bureau of Indian Affairs (BIA)

## Contact

Business & Economic Development | Economic Development  
Toll Free: 1.800.344.1432 ext. 7139  
Direct: 907.463.7139 | Fax: 888.322.6407

## **Program Purpose**

To assist in developing environmental awareness and increase environmental capacity and education to Southeast Alaska tribes and communities.

## **Program Description**

The Environmental program provides training activities, educational assistance, and coordination of statewide projects. The Native Lands & Resources (NLR) department continues to contribute to the capacity growth within Alaska tribes and provides a wide variety of services to assist tribes as they address local and regional environmental issues with Environmental Protection Agency (EPA) funded projects.

## **Communities Served**

All Southeast Alaska communities.

## **Eligibility Requirements**

There are no eligibility requirements.

## **Funding Agency**

U.S. Environmental Protection Agency

## **Contact**

Native Lands & Resources | Environmental

Toll Free: 1.800.344.1432 ext. 7186

Direct: 907.463.7186 | Fax: 907.885.0065

## Program Purpose

To provide professional forest management services to Native allotment owners in Southeast Alaska.

## Program Description

The Forestry/Natural Resources program's services include timber sales, reforestation of previously harvested allotments, timber trespass investigations, tree thinning, and fire preparedness.

## Communities Served

Craig	Kasaan	Saxman	Wrangell
Haines	Ketchikan	Skagway	
Juneau	Klawock	Tenakee	

## Eligibility Requirements

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must own an interest in a Native allotment or townsite in one of the communities served.

## Funding Agency

Bureau of Indian Affairs (BIA)

## Contact

Native Lands & Resources | Forestry / Natural Resources  
Toll Free: 1.800.344.1432 ext. 7186  
Direct: 907.463.7186 | Fax: 907.885.0065

## **Program Purpose**

To increase the availability of relative placement resources or family supports. There are not enough culturally appropriate homes for our children, resulting in the placement of Alaska Native children in homes that do not share their cultural heritage or traditions.

## **Program Description**

The Foster Care Recruitment program works with Office of Children's Services (OCS) because of the on-going need for assistance with recruiting Alaskan Native foster homes. When a child's removal is necessary, a relative placement resource is the first preference priority. The foster care recruiter searches for potential family relative placements and assists families in completing the application process.

## **Community Served**

Juneau

## **Eligibility Requirements**

- Must be Alaska Native or American Indian.
- Must have a background check completed with clearance of any barrier crimes (domestic violence, assault, child abuse, etc.).

## **Application Process**

Complete and submit the State Foster Care application which can be obtained from Tribal Family Youth Services or your local OCS.

## **Funding Agency**

State of Alaska, Department of Health & Social Services - Office of Children's Services, Rural Child Welfare Services

## **Contact**

Tribal Family & Youth Services | Foster Care Recruitment  
Toll Free: 1.800.344.1432 ext. 7167  
Direct: 907.463.7167 | Fax: 907.885.0032

## Program Purpose

To promote language revitalization through cooperation with existing programs.

## Program Description

The Language program will support avenues to ensure the existence of our Native languages through a cultural educational environment. The program collaborates with traditional speakers, universities, non-profits, and technology advisors to maximize resources and advance early education books in our Native languages.

## Communities Served

All communities.

## Eligibility Requirements

There are no eligibility requirements.

## Funding Agency

The program is still in its early stages of development and is actively seeking funds to support the efforts to revitalize our indigenous languages.

## Contact

Business & Economic Development | Language

Toll Free: 1.800.344.1432 ext. 7139

Direct: 907.463.7139 | Fax: 888.332.6407

## Program Purpose

To provide professional land management services and allotment certification to Native landowners of trust or restricted properties.

## Program Description

The Realty program provides professional land management services on Native trust or restricted properties in Southeast Alaska communities. These services include allotment adjudication, rights protection, land conveyance processing, probate of estates, preparation of Last Will and Testaments and land management counseling.

## Communities Served

Craig	Kasaan	Saxman	Wrangell
Haines	Ketchikan	Skagway	
Juneau	Klawock	Tenakee	

## Eligibility Requirements

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Indian Blood (CIB) from the Bureau of Indian Affairs (BIA).
- Must own or have a potential interest in a trust or restricted townsite or Native allotment in one of the communities served.
- Ownership must be acquired in accordance with the 1906 Native Allotment Act or 1926 Native Townsite Act. Realty services are provided free of charge to eligible Native landowners.

## Funding Agency

- Bureau of Indian Affairs (BIA)

## • Contact

Native Lands & Resources | Realty  
Toll Free: 1.800.344.1432 ext. 7186  
Direct: 907.463.7186 | Fax: 907.885.0065

## Program Purpose

To exercise the Tribe's inherent sovereignty and provide a user-friendly, culturally-appropriate forum for tribal citizens to address their justice needs. These judicial services are guided by the traditional values of respect, patience, and the essential responsibility to safeguard the future of the Tribe by promoting healthy tribal families.

## Program Description

The Tribal Court is established by Articles VII, XI of the Tribe's Constitution as a separate branch of government.

The Tribal Court resolves matters by taking evidence and rendering both written and oral decisions. Each final decision of the trial courts comes with the right of appeal to the Supreme Court.

Beyond dispute resolution and adjudication, the Tribal Court provides outreach regarding tribal justice issues to the Alaska Tribal Judges Association, other individual tribes seeking assistance in building their tribal courts, as well as the United States of America and State of Alaska on a government-to-government basis.

The Tribal Court has subject matter jurisdiction over a large range of civil and criminal issues including:

- Adoptions
- Child Custody
- Child Support
- Divorce
- Domestic Violence
- Guardianships
- Marriage
- Paternity

## Communities Served

All Southeast Alaska communities with the exception of Metlakatla.

## Eligibility Requirements

The Tribal Court shares concurrent jurisdiction with the State of Alaska over a wide range of legal issues. Whether a particular case meets the subject matter eligibility requirements is determined on a case-by-case basis.

## Eligibility Requirements (Cont.)

With regard to personal jurisdiction over the parties, it is most proper where one or more of the parties is a tribal citizen or at least eligible to enroll with the Tribe. However, even in cases wholly involving non-members, jurisdiction to handle the matter can come through either express or implied consent.

## Application Process

Tribal Court services are initiated by filing a petition with the tribal court clerk.

## Funding Agencies

- U.S. Department of Justice, Office of Justice Programs
- U.S. Department of Health & Human Services, TANF
- Bureau of Indian Affairs (BIA)

## Contact

Tribal Court  
Toll Free: 1.800.344.1432 ext. 7165  
Direct: 907.463.7165 | Fax: 866.532.3558



## Program Purpose

To provide case management services to tribal citizens and their families, and make appropriate referrals to community resources.

## Program Description

The TFYS Field Offices provide the following services:

- ICWA case management.
- Interdepartmental and interagency coordination to ensure tribal citizens have access to resources and services.
- Application assistance.
- Assistance in recruiting for Youth Employment Services.
- Representation of TFYS at community events such as health fairs and local social services task forces.
- Assistance with community events.

## Communities Served

Craig

Kasaan

Saxman

Haines

Klawock

Wrangell

## Eligibility Requirement

- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or Certificate of Blood (CIB) from the Bureau of Indian Affairs (BIA).

## Funding Agency

Bureau of Indian Affairs (BIA)

## Contact

Craig: 907.826.3948

Saxman: 907.225.2518

Haines: 907.766.2810

Wrangell: 907.874.3482

Kasaan/Klawock: 907.755.2326

## **Program Purpose**

To implement the Federal Tribal Transportation program under an agreement between Central Council and the Federal Highway Administration. The Tribal Transportation program is available specifically for tribal governments to build or implement eligible transportation projects.

## **Program Description**

The Tribal Transportation department contracts directly with the Federal Highway Administration's Tribal Transportation Program (TTP). TTP addresses transportation needs of over 560 Indian tribes and Alaska Native villages by providing funds for planning, designing, construction, and maintenance activities. The program is jointly administered by the Federal Highway Administration's (FHWA) Office of Federal Lands Highway (FLH) and the Bureau of Indian Affairs (BIA) in accordance with a memorandum of understanding.

The department offers technical assistance and training, as well as full project implementation and compliance including, but not limited to the following areas:

- Program administration;
- Transportation planning;
- Transportation project design;
- Construction and construction management;
- Agreement development and negotiation; and
- Maintain and/or operate project implementation.

## **Communities Served**

The Tribal Transportation department serves the members, affiliate member tribal governments, and private partnerships. Members as of November 2012:

- Central Council – Juneau Service Area
- Organized Village of Saxman
- Regional Partnerships – Tlingit-Haida Regional Housing Authority, State of Alaska, and City & Borough of Juneau

## **Eligibility Requirement**

- Must be a federally recognized tribe and authorize Central Council to compact with the FHWA on their behalf to administer the tribe's TTP funding.

## **Application Process**

Under 25 CFR part 170, tribes apply for and receive funds from the United States Department of Transportation. The Tribal Transportation Department applies for funding from the Federal Highway Administration, Federal Transit Administration, the Denali Commission, state, and municipal project grants.

## **Funding Agency**

U.S. Federal Highway Administration

## **Contact**

Tribal Transportation

Toll Free: 1.800.344.1432 ext. 7763

Direct: 907.463.7763 | Fax: 888.224.5340

## **Program Purpose**

To provide rural Alaskan communities with public safety services and basic law enforcement at the local level.

## **Program Description**

The Village Public Safety Officer (VPSO) program trains and employs individuals residing in the village as first responders to public safety emergencies such as search and rescue, fire protection, emergency medical assistance, crime prevention and basic law enforcement.

## **Communities Served**

Angoon	Kake	Pelican	Thorne Bay
Hydaburg	Kasaan	Saxman	

## **Eligibility Requirements**

Depending on funding, a Southeast community can request a VPSO if their local city council can provide:

- Safe, sanitary, and secure office space, equipment, and supplies suitable and necessary to enable the VPSO to perform his or her duties;
- Safe, sanitary and secure residential living quarters suitable and necessary for the VPSO and his or her family. The city and VPSO shall negotiate any subsidy on rent and the city further agrees to provide necessary utility services for the residential living quarters; and
- A suitable VPSO public safety vehicle at the city's expense.

## **Funding Agency**

State of Alaska, Department of Public Safety, Division of Alaska State Troopers

## **Contact**

Public Safety | VPSO  
Toll Free: 1.800.344.1432 ext. 7738  
Direct: 907.463.7738 | Fax: 888.520.6722

## Program Purpose

To provide opportunities for training and career advancement through high quality, postsecondary academic and vocational education.

## Program Description

The Vocational Training & Resource Center (VTRC) is a State of Alaska authorized postsecondary institution that provides opportunities for training and career advancement through high quality, postsecondary academic and vocational education.

The VTRC offers a myriad of vocational courses and workshops including business management seminars, HAZWOPER certification, PTDI-certified Commercial Driver's License courses, flagger certification, and distance education courses.

The VTRC's computer training classroom is equipped with 15 computer workstations and offers courses on current Microsoft Office (Word, Excel, Outlook, PowerPoint, Access, Project, Publisher, Visio Pro, and VBA), Adobe Acrobat, Dreamweaver, InDesign, and Photoshop. In addition to regularly scheduled classes, custom classrooms are also offered.

Additionally, the VTRC offers room rental space for all your workshops, conferences, seminars, meetings and events on a daily and/or multi-day basis.

## Communities Served

All communities.

## Eligibility Requirements

There are no eligibility requirements.

## Application Process

The application process varies for the distance delivery courses, vocational training courses, and computer classes. Contact the VTRC for specifics.

## **Funding Agency**

Funding is derived solely from revenues generated from student tuitions and rental income.

## **Contact**

Vocational Training & Resource Center

Toll Free: 1.800.344.1432 ext. 7375

Direct: 907.463.7375 | Fax: 888.762.5592

Website: [www.vtrc.org](http://www.vtrc.org)



## Program Purpose

To respectfully nurture families and their children to grow, participate in life with confidence and awareness, and use their strengths to reach their full potential.

## Program Description

Head Start promotes school readiness of children ages 3-5 from low-income families by enhancing their cognitive, social, and emotional development. The program provides a learning environment that supports children's growth in:

- Language and literacy;
- Cognition and general knowledge;
- Physical development and health;
- Social and emotional development; and
- Approaches to learning.

Head Start builds relationships with families that support:

- Family well-being and positive parent-child relationships;
- Families and learners and lifelong educators;
- Family engagement in transitions;
- Family connections to peers and community; and
- Families as advocates and leaders.

Head Start offers center-based classrooms in most communities served and a home-based program for three year olds in Juneau.

## Communities Served

Angoon	Juneau	Saxman	Yakutat
Craig	Klawock	Sitka	
Hoonah	Petersburg	Wrangell	

If you reside in a community outside of Tlingit & Haida Head Start's service area, Rural Alaska Community Action Program, Inc. (RurAL CAP) provides center-based options in other Southeast communities. Use the online Head Start locator to find a center in your area: <http://eclkc.ohs.acf.hhs.gov/hslc/>

## Eligibility Requirements

- Child must turn three (3) on or before September 1st.
- Must submit a completed application with additional documentation:
  - » Child's current immunization record and tuberculosis test results.
  - » Child's physical exam or date scheduled.
  - » Child's dental exam or date scheduled.
  - » Income verification.

## Application Process

We accept applications year round. However, it is our goal to be fully enrolled by the first day of school in the communities we serve. Usually that is the day after Labor Day.

## Benefits of Head Start

- No Cost
- Parents volunteer in programs—become a part of the educational experience for your child
- Nutritious meals
- Developmentally appropriate activities
- Social skills, imaginative play
- Individualized curriculum and attention
- Learn healthy habits
- Low child to staff ratio
- Learn about Native culture
- Parent education opportunities

## Funding Agencies

- U.S. Department of Health and Social Services, Office of Head Start
- State of Alaska, Department of Education and Early Development

## Contact

Head Start (Central Office)  
Toll Free: 1.800.344.1432 ext. 7127  
Direct: 907.463.7127 | Fax: 877.389.7796

## Head Start Locations

All locations use the (907) area code.

Angoon: 788.3109	Klawock: 755.2903
Hoonah: 945.3255	Petersburg: 772.4751
Gastineau: 796.5025	Saxman: 225.8728
Glacier Valley: 780.1437	Sitka Center Base: 747.8356
Salmon Creek: 780.2581	Wrangell: 874.2455
Taashuka: 789.1512	Yakutat: 784.3993
Craig: 826.3775	



## **Program Purpose**

To provide supplemental educational opportunities to Alaska Native/American Indian (AN/AI) students.

## **Program Description**

The Johnson O'Malley (JOM) program serves AN/AI students in the local public school system. The program is guided by local parent committees and emphasis is on tutorial and cultural enrichment activities.

## **Communities Served**

Juneau and Wrangell

Some communities operate their own Bureau of Indian Affairs (BIA) funded programs. Tribal citizens residing in these communities, including the communities listed below, must contact their local Indian Reorganization Act (IRA) offices:

- Douglas: 907.364.2916
- Haines: 907.766.2644
- Klawock: 907.755.2265

## **Eligibility Requirements**

- Must be between the age of three to grade 12.
- Must be enrolled in local public school system in one of the communities served.
- Must be Alaska Native or American Indian.

## **Funding Agency**

Bureau of Indian Affairs (BIA)

## **Contact**

Vocational Training & Resource Center | JOM

Toll Free: 1.800.344.1432 ext. 7375

Juneau: 907.463.7375 | Juneau Fax: 888.762.5592

Wrangell: 907.874.2909

## **Program Purpose**

To assist eligible tribal youth between the ages of 14-24 to obtain summer employment.

## **Program Description**

The Youth Employment Services (YES) program provides participating youth with training through the following Job & Life Skills workshops:

- Job Hunting Tips;
- Completing an Application;
- Writing a Cover Letter;
- Building a Professional Resume;
- Interview Techniques;
- Surviving the Job; and
- The Power of Choices.

## **Communities Served**

Open to all Southeast Alaska communities with the exception of Metlakatla.

## **Eligibility Requirements**

- Must be between 14 and 24 years of age.
- Must be a tribally enrolled Alaska Native or American Indian.
- Must reside in Southeast Alaska.
- Must meet income guidelines (Temporary Assistance for Needy Families waiver).

## **Application Process**

- Submit a completed YES application by noted deadline;
- If 14-16 years of age, parent/guardian must complete Section B on Work Permit Form and complete all hire paperwork:
  - » Notice of Hire
  - » Employment Eligibility Verification
  - » W-4

## Application Process (cont.)

- Must provide copies of tribal enrollment card, Social Security card, and identification documenting date of birth;
- Must provide proof of Southeast Alaska residency;
- Must provide proof of family income for the past 30 days; and
- Males 18-24 years of age, must provide proof of registration with the Selective Service.

## Funding Agency

U.S. Department of Labor, Work Investment Act

## Contact

477 Employment & Training | YES

Toll Free: 1.800.344.1432 ext. 7332

Direct: 907.463.7332 | Fax: 877.333.3449

## Elizabeth Peratrovich Hall

The Elizabeth Peratrovich Hall offers over 6,000 square feet of affordable event facility rental space on the first floor of the Andrew Hope building located in downtown Juneau, less than 20 minutes from the airport.

The hall is available for rent on a daily or multi-daily basis and offers a new state-of-the-art audio/visual system. All rentals include full audio-visual support.

For smaller events, the modular wall system allows for the hall to be subdivided into three meeting spaces. A full commercial kitchen is also available onsite and is ideal for catered events.

From conferences to intimate family gatherings, the Elizabeth Peratrovich Hall is equipped to meet your event needs.

All meeting rooms are equipped with complimentary wireless Internet. For a full listing of meeting room amenities and equipment available for an additional cost, visit [www.ephall.org](http://www.ephall.org).

### Location

320 West Willoughby Avenue  
 Juneau, Alaska 99801

### Contact

Tribal Operations | Property Management  
 Toll Free: 1.800.344.1432 ext. 7777  
 Direct: 907.463.7777 | Fax: 907.891.7793

General Information		Room Layout			
Rooms	Square Feet	Reception	Banquet	Class	Theatre
Full Hall	6,156	840	404	404	500
Conference A	3,876	400	280	210	415
Conference B	1,290	125	100	65	125
Conference C	990	100	70	50	100
Kitchen	N/A	N/A	N/A	N/A	N/A

## Vocational Training & Resource Center

The Vocational Training & Resource Center (VTRC) is a two-story, 12,635 square foot facility located just five minutes from downtown Juneau and 10 minutes from the airport.

The meeting space at the VTRC is ideal for small business meetings and trainings and is complete with full audio-visual support. There are five rooms available for rent on a daily or multi-daily basis, including an auditorium that can be subdivided into two separate rooms.

All meeting rooms are equipped with complimentary wireless internet. For a full listing of meeting room amenities and equipment available for an additional cost, visit [www.vtrc.org](http://www.vtrc.org).

### Location

3239 Hospital Drive  
 Juneau, Alaska 99801

### Contact

Tribal Operations | Property Management  
 Toll Free: 1.800.344.1432 ext. 7777  
 Direct: 907.463.7777 | Fax: 907.891.7793

General Information		Room Layout	
Rooms	Square Feet	Max Capacity (Chairs Only)	Max Capacity (Tables & Chairs)
Auditorium	1,650	120	60
Front Half of Auditorium	860	45	25
Back Half of Auditorium	790	45	25
Computer Lab	900	N/A	20
Business Classroom	820	40	25
Incubator Room	740	40	20

Central Council  
**Tlingit and Haida**



Indian Tribes of Alaska

**Office Locations:**

Andrew Hope Building  
320 W. Willoughby Avenue, Suite 300  
Juneau AK 99801

Vocational Training & Resource Center  
3239 Hospital Drive  
Juneau AK 99801

Edward K. Thomas Building  
9097 Glacier Highway  
Juneau AK 99801

First Bank Building  
3075 Vintage Blvd.  
Juneau AK 99801

Head Start Administration  
9095 Glacier Highway  
Juneau AK 99801

**CENTRAL COUNCIL  
TLINGIT & HAIDA INDIAN TRIBES OF ALASKA**  
Phone: 907.586.1432 | Toll Free: 1.800.344.1432  
[www.ccthita-nsn.gov](http://www.ccthita-nsn.gov) | [www.facebook.com/ccthita](http://www.facebook.com/ccthita)