Program Profiles
The Central Council of Tlingit & Haida Indian Tribes of Alaska (Tlingit & Haida) is pleased to offer tribal citizens a variety of family-centered services focused on promoting and supporting safe and stable families.

These programs are supported jointly through contracts and agreements with private, local, state and federally funded agencies, with the majority of resources generated from federal grants.

This Program Profiles booklet shares information (program descriptions, communities served, eligibility requirements and contact information) on Tlingit & Haida’s programs and services.

Don’t hesitate to contact us if you have questions or would like more information.

We welcome your comments and suggestions on ways to improve our services.

We are honored to serve you!
Tlingit & Haida

Tlingit & Haida is a tribal government representing over 31,000 Tlingit and Haida people worldwide. Founded in 1935, we are a sovereign entity and have a government to government relationship with the United States. Tlingit & Haida 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.

Tlingit & Haida 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.

Mission

Preserve our sovereignty, enhance our economic and cultural resources, and promote self-sufficiency and self-governance for our citizens.

Vision

Prosperous, healthy tribe and tribal citizens who thrive culturally, spiritually and economically.
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
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Client Intake Process

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 Division | Intake | Toll Free: 800.344.1432 | Direct: 907.463.7332
Email: 477intake@ccthita-nsn.gov

- Child Care | 907.463.7140 | Fax: 1.907.885.0034
- Employment & Training | 907.463.7332 | Fax: 1.877.333.344
- Temporary Assistance for Needy Families | 907.463.7158
  Fax: 1.907.885.0038
- Tribal Child Support Unit | 907.463.7132 | Fax: 1.907.375.2956
- Tribal Vocational Rehabilitation | 907.463.7326 | Fax: 1.877.560.3927
Initial Client Contact

Intake staff will meet with applicant and assist them in the application process.

Is required documentation received?

- NO
  - Applicant receives a letter within five (5) working days identifying missing info & is given 30 days from receipt of application to submit.
  - NO
    - Not eligible to receive services.
  - YES
    - Intake staff assign applicant a caseworker.

- YES
  - Intake staff assign applicant a caseworker.
  - Applicant is contacted within two (2) working days to schedule an appointment with his/her caseworker.

Client is working with caseworker.
Frequently Asked Questions

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 Tlingit & Haida 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.

Enrollment Eligibility

Do I have to be Tlingit and/or Haida to enroll with the Tribe? 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.
Frequently Asked Questions

Is it possible to be enrolled before the next scheduled Tribal Enrollment Committee meeting? Yes, Tlingit & Haida’s President or Chief Operating Officer can authorize a Provisional (temporary) Enrollment.

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 automatically be reissued.

Tribal ID Cards

How do I get a Tribal ID card? Stop by our Juneau office located in the Andrew Hope Building at 320 W. Willoughby Avenue (3rd Floor), with a form of ID verification (State ID, Social Security Card, or Voter Registration Card). To obtain a new Tribal ID via U.S. Postal Service, 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 800.344.1432 ext. 7359 or 907.463.7359, or download it from our website: www.ccthita-nsn.gov/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.
Client Complaint Process

A client who is unhappy with the service he or she received by Tlingit & Haida 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 (address provided below).
- Fax to 907.885.0052 (Attn: Program Compliance).
- Email to depttbe@ccthita-nsn.gov
- U.S. Postal Service 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 | Andrew Hope Building

320 W. Willoughby Avenue, Suite 300, Juneau Alaska 99801

Toll Free: 800.344.1432 ext. 7143 | Direct: 907.463.7143

Fax: 1.907.885.0052 | Email: depttbe@ccthita-nsn.gov
Client Appeal Process

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 his/her 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 Tlingit & Haida 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.
Burial Assistance

Program Description
Burial Assistance is an indigent burial program that provides financial assistance to help defray burial expenses. It is only available 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 the qualifying funding amount. Direct payments are made to the mortuary performing the burial service.

Communities Served
- Craig
- Haines
- Juneau
- Kasaan
- Klawock
- Pelican
- Saxman
- Skagway
- Tenakee
- Wrangell

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

Funding Agency
Bureau of Indian Affairs (BIA)

Contact
477 Division | Employment & Training | Burial Assistance
320 W. Willoughby Avenue, Suite 300 (Andrew Hope Bldg.), Juneau AK 99801
Toll Free: 800.344.1432 ext. 7332 | Direct: 907.463.7332 | Fax: 1.877.333.3449
Child Care

Program Description
Child Care provides services to reduce joblessness by increasing the availability, affordability and quality of child care in Southeast Alaska communities. Financial assistance for child care services is available to eligible clients who are low to moderate income and engaged in work, training and/or related activities. Services are supplemental to any existing resource available to the parent.

Child Care also offers a quality improvement program for child care providers to help with health and safety equipment (i.e. first aid kits, fire extinguishers, gates, and outlet covers), business licenses and training. The department also supports before-school, after-school and cultural activities.

Communities Served

Discretionary (Subsidy)
- Angoon
- Craig
- Douglas
- Haines
- Hydaburg
- Juneau
- Kake
- Kasaan
- Ketchikan
- Klawock
- Pelican
- Petersburg
- Saxman
- Skagway
- Tenakee
- Wrangell

Mandatory (low-income/TANF/GA/EA/CPS cases)
- Angoon
- Craig
- Douglas
- Haines
- Hoonah
- Hydaburg
- Juneau
- Kake
- Kasaan
- Ketchikan
- Klawock
- Klukwan
- Pelican
- Petersburg
- Saxman
- Skagway
- Tenakee
- Wrangell
- 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 per 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 Division | Child Care
3075 Vintage Blvd. (First Bank Building), Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7140 | Direct: 907.463.7140
Fax: 1.907.885.0034

Notes:
Child Support

Program Description
The Tribal Child Support Unit (TCSU) is a federally funded and approved Tribal IV-D child support program. TCSU strives to ensure all eligible tribal children receive the financial and emotional support they deserve from both parents. TCSU provides the following child support services to parents or third-party custodians:

- Paternity establishment,
- Establishment of child support orders,
- Modification and enforcement of support orders,
- Location of non-custodial parents, and
- Collection and distribution of child support payments.

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

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

Contact
Tribal Child Support Unit
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7132 | Direct: 907.463.7132
Fax: 1.907.375.2956

Notes:
Domestic Violence/Family Violence Prevention

Program Description
The Domestic Violence/Family Violence Prevention program provides financial assistance to AWARE, SAFV (Sitkans Against Family Violence) and WISH (Women in Safe Homes) shelters to provide safe havens and protection from harm to victims of domestic violence.

Tlingit & Haida collaborates 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. 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
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169
Direct: 907.463.7169 | Fax: 1.907.885.0032

AWARE (Juneau)
Toll Free: 800.478.1090 (Alaska Crisis Line)
Direct: 907.586.6623 (Business Line)
Crisis Line: 907.586.1090

SAFV (Sitka)
Toll Free: 800.478.6511 (Alaska Crisis Line)
Direct: 907.747.3370 (Business Line)
Crisis Line: 907.747.6511

WISH (Ketchikan)
Toll Free: 800.478.9474
Direct: 907.228.4099 (Business Line)
Crisis Line: 907.225.9474

Notes:
Elderly Caregiver Support

Program Description
Elderly Caregiver Support increases access to support services for a family caregiver who provides care for a tribal elder in our service area. The program provides information on available services, advocacy, assistance in completing applications and forms, and making referrals for a tribal elder and family members who serve as caregivers for a tribal elder/parent or relative who is seeking home care and senior services. The program hosts:

- Weekly “Tuesday Tea, Lunch and Learn” forums for community service providers to share about their programs and services.
- An annual Caregivers Workshop in Juneau; and
- Regular field trips to explore the community.

Elderly Caregiver Support also offers a temporary Equipment Loan Closet for elders needing to check out a manual wheel chair, folding walker, rolling walker (with basket & folding seat), or a cane.

Communities Served
- Douglas
- Juneau

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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

Contact
Tribal Family & Youth Services | Elderly Services
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300, Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169 | Direct: 907.463.7169
Fax: 1.907.885.0032
Elderly Emergency Assistance

Program Description
Elderly Emergency Assistance provides limited emergency financial assistance (per availability of funding) 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.

Communities Served
Open to all communities.

Eligibility Requirements
- Must be a tribally enrolled citizen of Tlingit & Haida.
- 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
Tlingit & Haida’s Tribal Trust Fund

Contact
Tribal Family & Youth Services | Elderly Services
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169
Direct: 907.463.7169 | Fax: 1.907.885.0032

Notes:
Elderly Services

Program Description
Elderly Services promotes health and well-being for tribal elders through health and social services. The 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.

Elderly Services provides:

- An Elder Chair Fitness class (held in Juneau every Thursday). Transportation to and from the class is provided by request, and a light lunch is served after the fitness class;
- A Fall Prevention class (held in Juneau every Monday and Friday);
- A monthly Elders Council meeting (in Juneau the second Tuesday of each month) which serves as a forum for elders to provide feedback on TFYS programming, identify issues of concern, and participate in program planning;
- A Tai Chi class (held in Juneau every Wednesday);
- Reports of harm to Adult Protective Services when there is an incident of elder abuse, neglect or financial exploitation;
- Advocacy by 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;
- Coordination of health education events, cultural and fun group activities, Elder & Youth engagement, and promotion of activities that address issues and concerns such as elders’ fall prevention, nutrition, and health related topics and issues; and

Communities Served
- Douglas
- Juneau

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169
Direct: 907.463.7169 | Fax: 1.907.885.0032

Notes:
Employment Services

Program Description
The Employment Services program provides a full range of educational training and employment service opportunities to eligible applicants to enhance their job skills and to assist them in finding and retaining employment leading to self-sufficiency.

Eligible participants have access to 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.

Communities Served
- Craig
- Juneau
- Klawock
- Pelican
- Saxman
- Tenakee
- Wrangell

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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 (i.e. scholarships, grants food stamps, unemployment, child support).
- Must be unemployed or under-employed and economically disadvantaged.
- 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
CLIENT SERVICES

Contact
477 Employment & Training | Employment Services
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7332
Direct: 907.463.7332 | Fax: 1.877.333.3449

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Enrollment

Program Description
The Enrollment program establishes eligibility and officially registers eligible individuals of Tlingit and/or Haida descent 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) and Tribal Family & Youth Services, etc.

Enrollment also maintains official demographic information for our tribal citizens, and provides enrollment verification when necessary.

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 the Program Compliance department for specific meeting dates.
Funding Agency
Bureau of Indian Affairs (BIA)

Contact
Program Compliance | Enrollment
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7359
Direct: 907.463.7359 | Fax: 1.907.885.0052
Email: depttbe@ccthita-nsn.gov | www.ccthita-nsn.gov/services/enrollment

Notes:
Fatherhood Is Sacred® / Motherhood Is Sacred™

Program Description
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.

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

Communities Served
- FIS: Juneau
- MIS: Juneau, Ketchikan and Sitka

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

Building strong, happy and safe families.
Contact
477 Division | Tribal Child Support Unit | Fatherhood is Sacred®
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7737 and ext. 7197
Direct: 907.463.7737 or 907.463.7197 | Fax: 1.907.375.2956

477 Division | TANF | Motherhood is Sacred™
First Bank Building
3075 Vintage Blvd., Suite 200
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7158
Direct: 907.463.7158 | Fax: 1.907.885.0038

Notes:
General Assistance (GA)

Program Description
General Assistance (GA) provides financial assistance to eligible Alaska Natives and American Indians for essential needs, which are food, clothing, shelter and utilities. GA payments are not intended to pay off bills, credit card debts, loans, etc. Payments are only to be used to pay verified/actual monthly expenses.

The goal of the GA program is to increase self-sufficiency. Each 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
- Haines
- Juneau
- Kasaan
- Klawock
- Pelican
- Saxman
- Skagway
- Tenakee
- Wrangell

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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.
- Must be income eligible and provide necessary information for re-determination of eligibility on a monthly basis.
- Must complete and follow through with ISP.
Funding Agency
Bureau of Indian Affairs

Contact
477 Division | Employment & Training | General Assistance
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7332
Direct: 907.463.7332 | Fax: 1.877.333.3449

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Higher Education

Program Description
Higher Education encourages all eligible tribal citizens to seek higher standards of education, provides support services necessary to assure attaining the post-secondary education to which they aspire, increases the number of educational opportunities and facilitates student career goals.

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

Funding is supplemental, applicants are encouraged to apply for institution sponsored financial aid programs and other scholarship and grant opportunities.

Communities Served
- Haines
- Juneau
- Kasaan
- Pelican
- Saxman
- Tenakee
- Wrangell

Other Southeast Alaska tribes operate their own Bureau of Indian Affairs (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
- Douglas
- Hoonah
- Hydaburg
- Kake
- Ketchikan
- Klawock
- Klukwan
- Metlakatla
- Petersburg
- Skagway
- Sitka
- Yakutat

CSA Eligibility Requirements
Applicants must originate from a Tlingit & Haida compact community 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 with the intent of courses to go towards their degree program.
  - Award amounts are up to half of 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 funds 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 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 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 applicant currently residing in a Tlingit & Haida compact service area;
- 15 points for applicant graduating from a high school or having earned their GED within a Tlingit & Haida compact service area; and
- 5 points for applicant who can trace their family origin to a Tlingit & Haida compact service area or the applicant or applicant’s parent is enrolled with the local IRA council.

**CSA Award Notification**

Award notification will take place within two weeks of Higher Education receiving a completed application with all required documentation.

**CSA Wait Listed Applications**

Applications are not considered complete until all documentation is on file with the Higher Education program. 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 (memorial donations, private donations, vendor/associate solicitations and fundraisers).

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**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

**Contact**

Vocational Training & Resource Center | Higher Education
3239 Hospital Drive
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7329
Direct: 907.463.7329 | Fax: 1.888.965.9102

Notes:
Indian Child Welfare Act (ICWA)

Program Description
The Indian Child Welfare Act (ICWA) program protects and maintains the integrity and rights of Alaska Native children, their families or custodians and tribes in involuntary custody proceedings.

ICWA’s mission is to ensure that the Tribe’s interest in children is protected if removal of an Indian child from their home by State child protective services becomes necessary. Minimum federal standards established by ICWA require state courts comply when an Alaska Native or 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.

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
- Haines
- Juneau
- Kasaan
- Klawock
- Saxman
- Wrangell

ELIGIBILITY REQUIREMENTS

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

FUNDING AGENCY

Bureau of Indian Affairs (BIA)

CONTACT

Tribal Family & Youth Services | ICWA
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169
Direct: 907.463.7169 | Fax: 1.907.885.0032

FIELD OFFICES

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

NOTES:

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Job Placement

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

The E&T department in partnership with the Vocational Training & Resource Center (VTRC) provides distance learning for office skills. 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 résumé writing workshops, and career assessment training (KeyTrain and WorkKeys).

Communities Served
- Craig
- Juneau
- Klawock
- Pelican
- Saxman
- Tenakee
- Wrangell

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

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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.
Eligibility Requirements (cont.)

- 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

Contact
477 Division | Employment & Training | Job Placement
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7332
Direct: 907.463.7332 | Fax: 1.877.333.3449

Notes:
Preserving Native Families (PNF)

Program Description
The Preserving Native Families (PNF) program provides intensive in-home, preventative services to tribal citizens whose children are at risk for out-of-home placement. Services include:

- Early intervention/preventative family services;
- In-home services (parenting education, transportation, supervised visitations);
- Support and referral services;
- Coordinated case management;
- Education/support groups (Intertribal Culture Night, Wellbriety group, Women’s Psychoeducational group); and
- Facilitation of family meetings.

Community Served
Juneau

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

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
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau Alaska 99801
Toll Free: 800.344.1432 ext. 7169 | Direct: 907.463.7169
Fax: 1.907.885.0032
**Second Chance Reentry Housing**

**Program Description** (*The program is in its early stages of development*)

Tlingit & Haida is developing a state-of-the-art program to provide sober, supportive housing for men returning from incarceration in partnership with the State of Alaska Department of Corrections (DOC), Tlingit Haida Regional Housing Authority (THRHA) and the community.

Studies show that people released from prison are less likely to reoffend and less likely to go back to prison if they have stable, secure, supportive housing.

The new program will provide a healthy foundation built on culturally responsive services for participants as well as direct channels to resources necessary for successful reentry. It will be open to soon-to-be released, currently incarcerated Native and non-Native individuals seeking supportive housing, training, resources and employment assistance upon their transition into the community.

**Community Served**

Juneau

**Eligibility Requirements**

Determination of program admittance will be made based on criteria pre-determined by Tlingit & Haida and DOC. This includes but is not limited to:

- Treatment needs and availability.
- Meeting the criteria for electronic monitoring (EM).
- At a minimum, having no High or Moderate infractions in the six (6) months prior to housing placement.
- Fully completed application, written essay and housing interview.

**Application Process**

Participants will work with program staff and their institutional probation officer on the application process.

**Funding Agency**

State of Alaska Department of Corrections
Contact
Public Safety | Second Chance Reentry Housing
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7365
Direct: 907.463.7365 | Fax: 1.888.520.6722

Notes:
Temporary Assistance for Needy Families (TANF)

Program Description
Temporary Assistance for Needy Families (TANF) provides financial assistance to families with dependent children 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, proof of residency, and proof of citizenship for all family members listed on the application.
- Must provide tribal child support absent parent form.
- Must demonstrate financial need (i.e. both income and resource limitations).

Funding Agencies
- State of Alaska, Department of Health & Social Services
- U.S. Department of Health & Human Services, Office of Family Assistance

Contact
477 Division | Temporary Assistance for Needy Families (TANF)
First Bank Building
3075 Vintage Blvd., Suite 200, Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7158 | Direct: 907.463.7158
Fax: 1.907.885.0038
Ketchikan: 907.225.2033 | Fax: 1.888.808.7480
Sitka: 907.747.3790 | Fax: 1.888.420.4417
Training Services

Program Description
Training Services provides training opportunities to tribally enrolled citizens that will help them obtain self-sufficiency.

The program offers vocational training assistance to eligible applicants who lack specific training or certification to be considered for jobs. Clients are provided assessments that pertain to their selected career path. Training Services also supports job placement and work activities (on-the-job training), including apprenticeship programs.

Communities Served
- Craig
- Juneau
- Klawock
- Wrangell
- Haines
- Kasaan
- Saxman

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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

Contact
477 Division | Employment & Training | Training Services
Andrew Hope Building
320 W. Willoughby Ave., Suite 300, Juneau AK 99801
Toll Free: 800.344.1432 ext. 7332 | Direct: 907.463.7332 | Fax: 1.877.333.344
**Tribal Vocational Rehabilitation (TVR)**

**Program Description**
Tribal Vocational Rehabilitation (TVR), 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.

TVR 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, or needs someone to talk to regarding basic needs, schooling or issues surrounding alcohol and drugs. TVR will provide referrals to professionals when necessary.

**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 offices noted on the following page.
Juneau Locations
477 Division | Tribal Vocational Rehabilitation
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7326 | Direct: 907.463.7326
Fax: 1.877.560.3927

State of Alaska/DVR | Juneau Branch Office
10002 Glacier Highway, Suite 305
Juneau, Alaska 99801

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

Ketchikan Location
Ketchikan Job Center DVR | Tongass Commercial Center
2030 Sea Level Drive, Suite 220-A
Ketchikan, Alaska 99901
Toll Free: 1.800.478.5387 | V/TDD: 907.228.3245 | Fax: 1.907.225.3364

Sitka Location
Sitka Branch Office
304 Lake Street, Room 101
Sitka, Alaska 99835

Funding Agency
U.S. Department of Education, Rehabilitation Services Administration

Contact
477 Tribal Vocational Rehabilitation
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7393 | Direct: 907.463.7393
Fax: 1.877.560.3927
Business Development

Program Description
Business Development provides opportunities to tribal citizens living in Southeast Alaska that encourage financial independence and self-sufficiency through education and technical assistance.

The program offers guidance and direction to entrepreneur tribal citizens. Although Business Development 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. Other services 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 Tlingit & Haida.
- 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
Edward K. Thomas Building
9097 Glacier Highway, Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7139 | Direct: 907.463.7139
Fax: 1.888.322.6407
Certified Tribal Artist

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

Communities Served
All communities (worldwide).

Eligibility Requirements
- Must be an enrolled tribal citizen of Tlingit & Haida.
- 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. To apply, the following documents must be received:
- Completed application with Terms of Agreement.
- Copy of tribal enrollment card or photo identification.
- $20 processing fee payment (covers cost for starter gift tags/stickers and postage).

Funding Agency
This program is funded through certification fees.

Contact
Business & Economic Development | Certified Tribal Artist
Edward K. Thomas Building
9097 Glacier Highway
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7139 | Direct: 907.463.7139
Fax: 1.888.322.6407
Cultural Resources

Program Description
The Cultural Resources program repatriates objects of cultural patrimony, sacred objects, funerary objects, and human remains in accordance with the Native American Graves Protection and Repatriation Act (NAGPRA) of 1990 and the National Museum of the American Indian (NMAI) Act of 1989. 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
Edward K. Thomas Building
9097 Glacier Highway
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7186
Direct: 907.463.7186 | Fax: 1.907.885.0065

Notes:
Distance Education

Program Description
The Distance Education program provides online courses, in partnership with the Penn Foster Career Academy, that support training needs and lead to sustainable employment. The program also provides access to hundreds of on-demand training courses 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

- 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.
- Must have a high school diploma or GED to enroll in a career certificate or college program.

Funding Agency
This program is funded through student registrations.

Contact
VTRC | Distance Education
3239 Hospital Drive
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7375
Direct: 907.463.7375 | Fax: 1.888.762.5592
Economic Development

Program Description
The Economic Development program staff partner internally with departments and programs and externally through strong, equitable government to government relationships with local, state and federal agencies to promote economic development projects and create jobs in Southeast Alaska. It’s through these partnerships that we uphold our mantra of ‘healthy tribes create healthy communities’.

At the heart of the Business & Economic Development (BED) department is the fundamental understanding that economic development brings economic sovereignty, which from a tribal perspective, is true sovereignty.

With a mission and vision to develop and promote sustainable business and economic opportunities for the Tribe, tribal business enterprises, tribal citizens and Southeast Alaska communities, the BED department is dedicated to creating tribal enterprises that not only have a financial bottom line, but a social, cultural bottom line that reflects who we are as Native peoples.

Examples of T&H’s tribal enterprises include: Sacred Grounds Café, Sacred Shine Auto Detailing, Smokehouse Catering, and the Cultural Immersion Park.

Communities Served
All Southeast Alaska communities.

Eligibility Requirements
- Must be an enrolled tribal citizen of Tlingit & Haida.
- Must reside in Southeast Alaska.

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

Contact
Business & Economic Development | Economic Development
Edward K. Thomas Building, 9097 Glacier Highway, Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7139 | Direct: 907.463.7139
Fax: 1.888.322.6407
Environmental

Program Description
The Environmental program is housed in the Native Lands & Resources (NLR) department and assists Southeast Alaska tribes and communities in developing environmental awareness and increasing environmental capacity and education.

The program provides training activities, educational assistance and coordination of statewide projects. NLR continues to contribute to the growth in capacity 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
Edward K. Thomas Building
9097 Glacier Highway
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7186
Direct: 907.463.7186 | Fax: 1.907.885.0065

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Forestry/Natural Resources

Program Description
The Forestry/Natural Resources program provides professional forest resource management services to Native allotment owners in Southeast Alaska. These services include:

- Timber Sales
- Reforestation of Previously Harvested Allotments
- Timber Trespass Investigations
- Tree Thinning
- Fire Preparedness

Communities Served
- Craig
- Haines
- Juneau
- Kasaan
- Ketchikan
- Klawock
- Saxman
- Skagway
- Tenakee
- Wrangell

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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

Contact
Native Lands & Resources | Forestry/Natural Resources
Edward K. Thomas Building
9097 Glacier Highway
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7186
Direct: 907.463.7186 | Fax: 1.907.885.0065

Notes:
**Foster Care Licensing**

**Program Description**
The Foster Care Licensing program increases the availability of relative placement resources and family supports. There is a need for emergency, short term and long term foster care placements. 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.

The Foster Care Licensing program recruits Alaska Natives and American Indians to become foster parents. Families can choose to be licensed through the State of Alaska Office of Children Services (OCS), Tlingit & Haida, or both.

All children deserve a safe and stable home. If you are interested in making a difference in a child’s life and would like to ensure our tribal children are engaged and connected with their culture and traditional values, please consider becoming a foster parent.

**Communities Served**
- Juneau - Tribal Licensing
- All Southeast Alaska communities - State of Alaska Licensing

**Eligibility Requirements**
- Must be an Alaska Native or American Indian 21 years of age or older.
- Must be physically and emotionally capable of caring for children, and have no alcohol or drug abuse problems.
- Must provide the names of three individuals who may be contacted for references.
- Must pass a criminal background check with clearance of any barrier crimes (domestic violence, assault, child abuse or neglect, etc.).
- Must have the ability and motivation to be a foster parent.
- Must have a home that can meet basic fire, safety and sanitary standards.
- Must have enough room (and beds) for a foster child to sleep, have privacy and space to keep his/her belongings.
Application Process

- Contact TFYS to schedule an appointment.
- Complete and submit the Foster Care License application, Background Release and Health History form.
- Schedule a home study to determine if modifications need to be made to your home to make it safe for children.
- Complete core training through Alaska Center for Resource Families.

Funding Agency
State of Alaska, Department of Health & Social Services - Office of Children’s Services

Contact
Tribal Family & Youth Services | Foster Care Licensing
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7169
Direct: 907.463.7169 | Fax: 907.885.0032

Notes:
Language

Program Description
The Language program promotes language revitalization through cooperation with existing programs.

Language supports 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.

In late 2018, the Language program received funding from the Administration for Native Americans Esther Martinez Immersion Initiative to open the *Haa Yoo Ḹ'atángi Kúdi* Immersion Nest. The *Haa Yoo Ḹ'atángi Kúdi* will provide the opportunity for up to thirteen children ages three to five (3-5) and their families to participate in a Lingít language immersion classroom four days a week for four hours per day.

Communities Served
All communities.

Eligibility Requirements
There are no eligibility requirements.

Funding
- Administration for Children and Families, Administration for Native Americans (ANA)
- Tlingit & Haida
- Fundraising Efforts

Contact
Cultural Heritage & Education | Language
Vocational Training & Resource Center (VTRC)
3239 Hospital Drive
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7303
Direct: 907.463.7303 | Fax: 1.888.335.8991
Realty

Program Description
The Realty program provides professional land management services and allotment certification to Native landowners of trust or restricted properties in Southeast Alaska. These services include:

- Allotment Adjudication
- Rights Protection
- Land Conveyance Processing
- Land Management Counseling
- Probate of Estates

Communities Served
- Craig
- Haines
- Juneau
- Kasaan
- Ketchikan
- Klawock
- Saxman
- Skagway
- Tenakee
- Wrangell

Eligibility Requirements
- Must be tribally enrolled or demonstrate proof of eligibility for tribal enrollment or provide a 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

Contact
Native Lands & Resources | Realty
Edward K. Thomas Building
9097 Glacier Highway
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7186
Direct: 907.463.7186 | Fax: 1.907.885.0065
Tribal Court

Program Description

The Tribal Court exercises the Tribe’s inherent sovereignty and provides 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.

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.

Application Process

Services are initiated by filing a petition with the Tribal Court.
Eligibility Requirements
The Tribal Court shares concurrent jurisdiction with the State of Alaska over a wide range of legal issues. Generally the Court has jurisdiction in a case where one or more parties are tribal citizens or eligible for enrollment with the Tribe. In addition, even in cases wholly involving non-members, jurisdiction to handle the matter can come through either expressed or implied consent.

Funding Agencies
- U.S. Department of Justice, Office of Justice Programs
- U.S. Department of Health & Human Services, Temporary Assistance for Needy Families
- Bureau of Indian Affairs (BIA)

Contact
Tribal Court
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7165
Direct: 907.463.7165 | Fax: 1.866.532.3558

Notes:
**TFYS Field Offices**

**Program Description**
The Tribal Family & Youth Services (TFYS) Field Offices provide case management services to tribal citizens and their families, and make appropriate referrals to community resources. They 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, and
- Assistance with community events.

**Communities Served**
- Craig
- Haines
- Kasaan
- Klawock
- Saxman
- Wrangell

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

**Funding Agency**
Bureau of Indian Affairs

**Contact**
- Craig: 907.826.3948
- Haines: 907.766.2323 ext. 9
- Kasaan/Klawock: 907.755.2326
- Saxman: 907.228.6984
- Wrangell: 907.874.3482
Tribal Transportation

Program Description
The Tribal Transportation department contracts directly with the Federal Highway Administration (FHWA) to implement the Tribal Transportation Program (TTP). TTP is available specifically for tribal governments to build or implement eligible transportation projects. The program addresses the transportation needs of over 560 Indian tribes and Alaska Native villages by providing funds for planning, designing, construction and maintenance activities.

TTP is jointly administered by the FHWA Office of Federal Lands Highway 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 its members, affiliate member tribal governments and private partnerships.

Members as of November 2012:

- Tlingit & Haida – 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 Tlingit & Haida 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, Denali Commission, state and municipal project grants.

**Funding Agency**
U.S. Federal Highway Administration

**Contact**
Tribal Transportation
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7763
Direct: 907.463.7763 | Fax: 1.888.224.5340

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COMMUNITY SERVICES

Village Public Safety Officer (VPSO)

Program Description
The Village Public Safety Officer (VPSO) program provides rural Alaskan communities with public safety services and basic law enforcement at the local level.

The 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
- Hydaburg
- Kake
- Kasaan
- Pelican
- Saxman
- Thorne Bay

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
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7738
Direct: 907.463.7738 | Fax: 1.888.520.6722

The VPSO program continues to actively recruit officers. If you’re interested in a law enforcement career, contact Tlingit & Haida’s VPSO program toll free at 1.800.344.1432 ext. 7738 or directly at 907.463.7738.
Vocational Training & Resource Center (VTRC)

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 PTDI (Professional Truck Driver Institute) certified Commercial Driver’s License courses and a myriad of distance education and vocational courses. Regularly scheduled and custom classrooms are also offered in addition to 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 tuitions and rental income.

Contact
Vocational Training & Resource Center
3239 Hospital Drive
Juneau, Alaska 99801
Toll Free: 800.344.1432 ext. 7375
Direct: 907.463.7375 | Fax: 1.888.762.5592
Website: www.vtrc.org
COMMUNITY SERVICES

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**Head Start**

**Program Description**
Tlingit & Haida 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. Head Start staff respectfully nurtures families and their children to grow, participate in life with confidence and awareness, and use their strengths to reach their full potential.

**Communities Served**
- Angoon
- Craig
- Hoonah
- Juneau
- Klawock
- Petersburg
- Saxman
- Sitka
- Wrangell
- Yakutat
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: 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)
William G. Demmert Head Start Center
9095 Glacier Highway
Juneau, Alaska 99801
Toll Free: 1.800.344.1432 ext. 7127
Direct: 907.463.7127 | Fax: 1.877.389.7796

**Head Start Classrooms**
- Angoon: 907.788.3109
- Craig: 907.826.3775
- Hoonah: 907.945.3255
- Gastineau: 907.796.5025
- Glacier Valley: 907.780.1437
- Klawock: 907.755.2903
- Petersburg: 907.772.4751
- Salmon Creek: 907.780.2581
- Saxman: 907.225.8728
- Sitka Center Base: 907.747.8356
- Taashuka I & II: 907.789.1512
- Wrangell: 907.874.2455
- Yakutat: 907.784.3993

Notes:
**Johnson O’Malley (JOM)**

**Program Description**
The Johnson O’Malley (JOM) program serves Alaska Native and American Indian students in the local public school system. The program is guided by local parent committees and provides supplemental educational opportunities with an emphasis on tutorial and cultural enrichment activities.

**Communities Served**
- Juneau
- 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 a local public school system in one of the communities served.
- Must be Alaska Native or American Indian.

**Funding Agency**
Bureau of Indian Affairs

**Contact**
Vocational Training & Resource Center | Johnson O’Malley
3239 Hospital Drive
Juneau, Alaska 99801
Toll Free: 1.800.344.1432 ext. 7375
Juneau: 907.463.7375 | Juneau Fax: 1.888.762.5592
Wrangell: 907.874.2909
Youth Employment Services (YES)

Program Description
The Youth Employment Services (YES) program assists eligible tribal youth between the ages of 14-24 to obtain summer employment. YES 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 Resumé,
- 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
- 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 Division | Employment & Training | YES
Andrew Hope Building
320 W. Willoughby Avenue, Suite 300
Juneau, Alaska 99801
Toll Free: 1.800.344.1432 ext. 7332
Direct: 907.463.7332 | Fax: 1.877.333.3449

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To stay informed on Tlingit & Haida’s latest news and activities, please follow us on social media or visit our website (www.ccthita-nsn.gov).

Facebook.com/ccthita
Twitter.com/tlingithaida
Instagram.com/tlingithaida
Facebook.com/SacredGroundsAK
Facebook.com/SacredShineAK
Facebook.com/JuneauEPHall