

# Youth Recreation Program

Name of applicant or Department Program



s • p • o • r • t • s

*Tournaments/Competitions*

OFFICE USE ONLY

*Proposed Application*

Revised: 12/2015

## Hualapai Tribe Youth Recreation Program

### Description:

The Youth Recreation Program, is a program to help provide supplementary financial assistance to enrolled Hualapai tribal youth (under 21 years of age), from tribal funds. It is a program to help the Hualapai tribal youth, but it is also a privileged opportunity.

### Requirements:

1. **AGE.** Youth under the age of 21 years with acceptable academic grades.
2. **YOUTH TRIBAL ENROLLMENT NUMBERS (21 YEARS AND UNDER).** Program only funds Hualapai tribal YOUTH members participating in actual event.
3. **LETTER OF REQUEST.** Address the letter to the Youth Recreation Program, *specify what you are requesting*, fuel, lodging, meals, or registration fees. **BE SPECIFIC.** In your letter, be sure to include: Who (list of enrolled Hualapai tribal youth), What (are you requesting), Where (is your event), When (is your event scheduled), & How the applicant will benefit from this event/activity, How much funds have been raised during listed fundraiser(s) and include any quotes for travel, such as lodging reservations.
4. **COPY OF CURRENT PROGRESS/REPORT CARDS.** An official written assessment of a student's work, progress, and conduct sent home to a parent or guardian.
5. **REGISTRATION FORMS AND FLIERS.** Information on the event with dates, fees and deadlines.
6. **VENDOR.** Provide contact person and address for payment.
7. **FUNDRAISING.** This is a MANDATORY REQUIREMENT that **MUST** be done *prior to your request and the applicant agrees to fundraise at least XX% of requested amount.* Attach any information that you or your groups/organization have accomplished with fundraising flyers that include dates and prices. \*For groups/organization fundraisers, such as softball teams, please include sign in sheet and/or any donated items by the youth participants to support *your* effort (EX: Lori donated \$25 gift card for Bingo fundraiser).

### Funding:

The purpose of this program is to help individual(s) or group(s) with additional funding for those who may essentially need help supporting their financial goal for activities such as:

- 1) **Student recognition conferences:** acknowledgment of academic achievement by school, such as National Youth Leadership opportunities
- 2) **Registration/Sport fees:** refers to a sum of money required to enroll on an official register such as, sports, training and/or leadership conferences
- 3) **Educational incentive field trips (Groups Only):** is an achievement that motivates an individual to perform an action. EX: 5<sup>th</sup> grade students maintained excellent academic status, community service and/or fundraising efforts.
- 4) **Meals:** an act or time of eating a portion of food to satisfy appetite, such as breakfast, lunch and dinner during travel.
- 5) **Per Year:** is defined as, twelve (12) consecutive months.

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- 6) **Fundraising:** is defined as one, such as a person or an organization/group that raises funds; a social function or activity, such as a raffle, bingo, car wash, bake sale, etc., held for raising funds. Please be advised that performing out at Grand Canyon West or any other location is not considered fundraising.
- 7) **Multiple Sources Funding also known as, “DOUBLE DIPPING”:** the act or practice of receiving more than one profit or collecting double benefits from another organization.
- 8) **Travel assistance:** a service which provides help, primarily in lodging, fuel and/or meals during travel to your cultural, recreational (sports), or educational activity/event and youth related conferences. (See Chart)

Sports & Educational Events One (1) Hualapai Tribal Youth Participant	
Events per Year	Amount
*One Event	\$450.00
Two Events	\$300.00
Three Events	\$150.00

Sports & Educational Events Two (2) Hualapai Tribal Youth Participants	
Events per Year	Amount
*One Event	\$750.00
Two Events	\$500.00
Three Events	\$250.00

Sports & Educational Events Three or Four (3-4) Hualapai Tribal Youth Participants	
Events per Year	Amount
*One Event	\$975.00/\$1,125.00
Two Events	\$650.00/\$800.00
Three Events	\$325.00/\$400.00

Sports & Educational Events Five or More (5+) Hualapai Tribal Youth Participants	
Events per Year	Amount
*One Event	\$1,650.00
Two Events	\$1,100.00
Three Events	\$550.00

- 9) **High school/college graduation travel assistance:** a service which provides help, primarily in lodging, fuel and meals during travel to your child’s graduation. (See Chart)

Hualapai Tribal Youth High School Graduation Event				
Distance	Fuel	Food	Lodging	Total
Less than 60 miles	\$0	\$0	\$0	\$0
61 to 100 miles	\$10	\$20	\$0	\$30
101-250 miles	\$20	\$40	\$60	\$120
250-500 miles	\$40	\$60	\$120	\$220
500 miles or more	\$60	\$80	\$180	\$320

Hualapai Tribal Youth College Graduation Event				
Distance	Fuel	Food	Lodging	Total
Less than 60 miles	\$0	\$20	\$0	\$20
61 to 100 miles	\$10	\$40	\$0	\$50
101-250 miles	\$20	\$60	\$80	\$160
250-500 miles	\$40	\$80	\$140	\$260
500 miles or more	\$60	\$100	\$200	\$360

**Exclusions:**

- 1) **Emergency funding:** funds set aside to be used in an emergency, such as the loss of a job, an illness or a major expense for family needs or missed transportation, not limited to: car rentals, bus/shuttle, airplane, train)
- 2) **Parent/Teacher conferences:** A short meeting or conference between the parents and teachers of students to discuss children’s progress at school and find solutions to academic or behavioral problems.
- 3) **8<sup>th</sup> grade/social promotions:** promoting a student to the next grade only at the end of the current school year.
- 4) **Decorations:** an item or ornaments, usually one of a group, attached to another object to make it look more attractive or to mark a special occasion.
- 5) **Athletic/Sportswear:** clothing designed for wear while playing active sports, exercise or outdoor activities, such as cleats, hats, safety gear, etc.
- 6) **Sports equipment:** is any object used for sport or exercise. Ex: balls, footwear, goals, nets, racquets, bats, clubs, protective gear, exercise equipment, etc.)

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- 7) **Electronic devices:** a device depending on the principles of electronics and using the manipulation of electron flow for its operation, such as, but not limited to televisions, cameras, computers, laptops, tablets and/or cell phones.
- 8) **Personal clothing:** clothing or shoes that people wear to cover their bodies and that are usually made from cloth.
- 9) **School uniforms:** the distinctive clothing worn by members of the same organization/body or by children attending certain schools.
- 10) **School pictures:** portrait session, to be published in annual yearbook to record, highlight the year of school grade.
- 11) **Toiletries:** articles used in washing and taking care of one's body, such as soap, shampoo, and toothpaste
- 12) **Pet food:** is plant or animal material intended for consumption by pets.

### **Requests:**

- a) An applicant applying for a youth individual(s), group or community is limited to one (1) application request at a time, up to three times per year/per household. The applicant is eligible for another request once the original receipts are submitted to the Planning Department for the full amount funded.
- b) An applicant applying for an *INDIVIDUAL REQUEST* (one (1) tribal youth participant) will be allowed funding three (3) times a year, not to exceed \$150.00 per request/per child (\$450.00/per year).
- c) An applicant applying for a *PAIR REQUEST* (two (2) tribal youth participants) will be allowed funding three (3) times a year, not to exceed \$250.00 per request/per pair (\$750.00/per year).
- d) An applicant applying for a *TRIO REQUEST* (three (3) youth(s) (\$250.00 + \$75.00 for each tribal youth participant) up to four youth(s) will be allowed funding three (3) times a year, not to exceed \$325.00 per trio request (\$975.00/per year) or \$400.00 per trio request plus one (1) tribal youth (\$1,200.00/per year).
- e) An applicant applying for a *GROUP REQUEST* (5+ tribal youth participants) will be allowed funding three (3) times a year, not to exceed \$550.00 per request/per group (\$1,650.00/per year).
- f) An applicant applying for a *COMMUNITY REQUEST* (100+ people) will be allowed funding three times a year. A community request is an event for the community such as, but not limited to the 4<sup>th</sup> of July, Rt. 66 Days, Back to School Bash, Indian Day in which the youth will be participating.
- g) *PER CHILD/CHILDREN* is defined as enrolled Hualapai child/children per application.
- h) An applicant can opt for a *ONE TIME EVENT REQUEST/per year* for an amount that exceeds the set individual rate (not to exceed \$450.00), the pair rate (not to exceed \$750.00), trio rate (not to exceed \$975.00 and/or (four youths) not to exceed \$1,200.00) and the group rate (not to exceed \$1,650.00).
- i) The *ONE TIME EVENT REQUEST/per year* will be used for one event and exhaust any other requests submitted for future funding within our program for twelve (12) months, no exceptions.

### **Graduation Request(s):**

- a) Graduate must be under the age of 21 years of age.
- b) The applicant must be the graduates' parents or legal guardians, guardians please provide court documents.
- c) Provide the graduation letter or itinerary for that event, which includes dates.

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- d) Graduation requests cannot opt a *ONE TIME EVENT* use for any categorized individual(s) or group rate. As the individual(s)/group will not be participating in the commencing ceremony, but as spectators.

**Multiple Source Funding (Double Dipping):**

- a) *GRADUATION REQUESTS* will be denied full amount requests, if you were previously approved funding from JOM or another department.
- b) *INDIVIDUAL REQUESTS* will vary on approved funding source(s), but will not exceed individual rate/per year.
- c) *PAIR REQUESTS* will vary on approved funding source(s), but will not exceed pair rate/per year.
- d) *TRIO REQUESTS* will vary on approved funding source(s), but will not exceed trio rate/per year.
- e) *GROUP REQUESTS* will vary on approved funding source(s), but will not exceed group rate/per year.

<b>Multiple Source Funding per Event (1-4 youth)</b>			
Fund Type	Example 1	Example 2	Example 3
Johnson O'Malley	\$0	\$50	\$100
Grand Canyon Resort	\$0	\$50	\$100
Gaming	\$0	\$50	\$50
Youth Recreation	\$250	\$100	\$0
<b>Total</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>

<b>Multiple Source Funding per Event (5 or more youth)</b>			
Fund Type	Example 1	Example 2	Example 3
Johnson O'Malley	\$0	\$100	\$250
Grand Canyon Resort	\$0	\$100	\$250
Gaming	\$0	\$100	\$50
Youth Recreation	\$550	\$250	\$0
<b>Total</b>	<b>\$550</b>	<b>\$550</b>	<b>\$550</b>

**OTHER FUNDING SOURCES**

- a) Please follow up with other programs/services that are not covered under our program.

**Johnson O'Malley (JOM)**

Contact: Lucille Watahomigie  
P.O. Box 179/460 Hualapai Drive  
Peach Springs, AZ 86434  
(928) 769-2200

*Certificate of Indian Blood (CIB) on file Required*

**Grand Canyon Resort Corporation Donation Committee**

Contact: TBD  
P.O. Box 359/16500 E. Hwy 66  
Peach Springs, AZ 86434  
(928) 769-2419 Ext. 148  
*Requests Limited*

**Hualapai Recreation (Gym) Department**

Contact: Ronald Quasula, Jr.  
P.O. Box 179/930 Rodeo Way  
Peach Springs, AZ 86434  
(928) 769-2652  
*Group Requests Only*

*We will update you of any changes or additional programs available for youth funding, as soon as it becomes available, for your convenience.*

**DIRECTIONS FOR APPLICATION**

- APPLICATION & AGREEMENT.** Applicant agrees they are the responsible party and will follow guidelines. Any request without a signed agreement will not be accepted.
- PAYROLL DEDUCTION FORM.** Employees of the Hualapai Tribe will need to fill out and complete a payroll deduction form to deduct any outstanding balance from your payroll check; the deduction amount will vary on the outstanding balance. You do not qualify for another request until the amount is in good standing.
- SIGNED NECESSARY FORMS.** Any uncompleted or unsigned applications will result in a request to be delayed or denied. *Please have a qualified witness sign the agreement.*

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4. **PAYMENT.** Your funding assistance will be made out to applicant unless otherwise directed as 'PAYABLE TO' in the form of a paper check. As of July 15, 2014: Checks are processed once a week only. Example: Requests must be submitted by 4:30 p.m. on Tuesdays for available release on Thursdays after 1:00 p.m. If your request is submitted after that time, it will not be complete until the following week.
5. **REIMBURSEMENTS.** The Youth Recreation Program DOES NOT reimburse any individuals/groups/community requests, as it is a supplementary program.
6. **COMPLETE & RETURN APPLICATION.** Submit your completed application to the Hualapai Planning Department at least ***SEVEN (7) business days prior*** to your scheduled event. You are more than welcome to mail, fax, email or hand-deliver the completed application to:

Hualapai Tribe  
Youth Recreation Program  
ATTN: Danielle Bravo or Kevin Davidson  
P.O. Box 179/887 W. Hwy. 66 Peach Springs, AZ 86434  
Telephone: (928) 769-1310 Ext. 23 • Fax: (928) 769-1377  
[dbravo@hualapai-nsn.gov](mailto:dbravo@hualapai-nsn.gov) or [kdavidson@hualapai-nsn.gov](mailto:kdavidson@hualapai-nsn.gov)
7. **RECEIPTS. MUST SUBMIT ORIGINAL RECEIPTS.** All receipts pertaining to your activity/event are to be submitted to the ***Hualapai Planning Department*** at least ten (10) business days after completion of activity and dated within the timeframe of your event before your next request. PLEASE NOTE: Funds are granted for the youth and any receipt with unauthorized purchases and/or alcoholic beverage(s) purchased will NOT be accepted and repayment will be required for misuse of funds on any outstanding balance.
8. **WRITE A BRIEF SUMMARY.** This is recommended for the youth to write a short description of their understanding or appreciation of the activity/event that they were engaged in such as a dance or sports event.
9. **FAILURE TO SUBMIT ORIGINAL RECEIPTS.** If an applicant is unable to produce original receipts within thirty (30) days, the applicant will be responsible to repay any outstanding amount received. Any applicant who does not produce receipts and/or repay the full funded amount will not be allowed to request assistance from the Youth Recreation Program until the applicant is in good standing.

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**Hualapai Tribe**  
**Youth Recreation Program Application**

**I AM REQUESTING** *(Please select one):*

- Individual** (1 Youth)  
  **Pair** (2 Youths)  
  **Trio** (3 Youths)  
  **+1**  
  **Group** (5+ Youth)
- Community** (100+ People)  
  **High School/College Graduation**  
  **ONE Time Request**
- Please see Page 4, Requests G, if applying for a Community Request for information*

**YOUTH PARTICIPANT INFORMATION**

*Participant must be under 21 years of age*

<b>Youth/Student Name: Last</b>	<b>First</b>	<b>M.I.</b>	<b>Suffix</b>
<b>Hualapai Tribal Enrollment Number:</b>			
<b>Date of Birth (MM/DD/YYYY):</b>			

**ADULT CONTACT INFORMATION**

*Responsible adult MUST be over 18 years of age to complete & sign agreement*

<input type="radio"/> <b>Self</b>	<input type="radio"/> <b>Parent</b>	<input type="radio"/> <b>Legal Guardian</b>	<input type="radio"/> <b>Chaperone</b>
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<b>Applicant's Name: Last</b>	<b>First</b>	<b>M.I.</b>	<b>Suffix</b>
<b>Mailing Address:</b>			
<b>Physical Address (if different):</b>			
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>	
<b>Home Phone:</b>	<b>Work/Cell Phone:</b>		
<b>Email Address:</b>			
<b>Employment:</b>	<input type="radio"/> Hualapai Tribe	<input type="radio"/> GCRC Enterprises	<input type="radio"/> Other
<b>Employee number:</b>	<input type="radio"/> I am currently unemployed		

**CHILD/CHILDREN'S ACADEMIC STATUS**

*Not required for COMMUNITY REQUESTS*

- I have attached a copy of current report card  
  I will get a copy of current report card

**MULTIPLE SOURCE(S) INFORMATION**

*\*\*If the combined funding from other sources exceed the Youth Recreation Funding amounts as noted on page 4 of the application, then Youth Recreation Funding will be denied.*

**I have forwarded my information to additional departments** *(please check all that apply):*

- Tribal Council  
  Recreation (Gym)  
  Johnson O'Malley (JOM)
- GCRC  
  Other \_\_\_\_\_

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### Hualapai Tribe Youth Recreation Program Agreement

I, \_\_\_\_\_ will be held responsible for any granted funds and ALL  
Print Name

receipts pertaining to \_\_\_\_\_, which is scheduled to begin on  
Activity/Event  
\_\_\_\_\_ and end on \_\_\_\_\_. I agree to return ALL original receipts and  
Date Date

any remaining funds to the Hualapai Planning Department to total full approved amount within five (5) business days after my/our activity/event is scheduled to end, from the date stated above or from the information provided on the flier(s) or authorized letter(s) that I have submitted with this application.

I, the undersigned, agree to have all listed youth(s) participate in the stated activity/event to avoid repayment of full or partial fund(s) granted to my child, children or organization/group.

I, the undersigned, agree to pay back any remaining balance from the unaccounted original receipts or misuse of funds to the Hualapai Youth Recreation Program.

**By failing to do so, consequences for my misuse of tribal funds will result in disapproval of any future requests for any individuals within my organization/group for an indefinite period, and I will be required to pay back funds to the program and/or I, the undersigned, will be cited to Hualapai Tribal Court.**

This agreement will be in effect once the undersigned applicant is approved and funds have been granted for the named applicants' or organization; any further actions will go into effect if I fail to produce the required original receipts, remaining funds or misuse of funds. If you consent to abide by this agreement, please sign below and return your completed application to the Hualapai Planning Department at least seven (7) business days *prior* to your event.

By signing below, you agree that you are eighteen (18) years of age or older and agree that you will be the individual responsible for providing original receipts, remaining funds and/or payment for any outstanding balances pertaining to your approved request.

**NOTE: Once your request is approved – the check will be payable to the individual who signs the Youth Recreation Program Application OR provided vendor name and address. If you choose not to be the responsible individual, DO NOT SIGN the agreement and the application becomes null.**

**PLEASE PRINT CLEARLY**

I agree that the information submitted in this application is accurate and to the best of my knowledge. I am at least eighteen (18) years of age or older and agree to be responsible for submitting any/all original receipts or any remaining funds for my event.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**A witness (18 years or older) is REQUIRED to complete all information below.**

By signing below, I agree that the above individual provided information to the best of my knowledge and I am at least eighteen (18) years or older and witness the signature of the application.

\_\_\_\_\_  
Print Name of Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Home/Work or Cell Phone

*Proposed Application*

DRAFT

*Proposed Application*