

EMERGENCY FINANCIAL ASSISTANCE

FAILURE TO READ THE FOLLOWING BEFORE APPLYING MAY RESULT IN DENIAL OR UNNECESSARY DELAY.

- ✓ Applications **not submitted in full by Thursday at 1 PM will be ineligible** for presentation until the following week. NO EXCEPTIONS.
(INCLUDING name, address, contact number, roll number, emergency documented in letter form, and quotes/documentation for any essential items)
- ✓ If you are requesting repairs or assistance with purchasing items, the committee requires that you **provide at least two quotes/estimates** or detailed bills for services that you are requesting. Checks, when possible, will be made out to vendors. (Landlords, car shops, etc.)
- ✓ Every circumstance is different and is based on a case-by-case basis. To ensure fairness across the board, **we ask that you do not list names or roll numbers in your letter**, only list them in your APPLICATION.
- ✓ EFA is considered a last resort emergency program when all other resources have been exhausted. *"Individuals should attempt to apply for all other forms of assistance that may be available before applying for emergency assistance with the Quapaw Nation. A denial letter from other programs/agencies/ organizations will be required to show evidence that these attempts have been made."*-EFA Policy & Procedure: Overview; Page 1, Sentence 4-5.
- ✓ The maximum amount of assistance is \$500, but it is not an entitlement program, so **the committee of FIVE will vote** on whether they see the circumstances as an emergency and how much they feel they could or should assist with at the time.
- ✓ This program is one time per fiscal year, per household, so if two tribal members have the same physical address then **we will need written approval from the head of household** to use the assistance.

THINGS EFA **CAN NOT** ASSIST WITH:

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| Cable, satellite, or internet service | Insurance |
| Telephone bills | Late fees or reconnect fees |
| Credit card payments | Current bills |
| Tax payments | Medical bills |
| Deposits (housing, utilities, etc) | Car payments |
| Fines and legal fees | Rent without an eviction notice |
| Tires | Utilities |
| Work began/completed prior to request/approval | OR ANY SIMILAR NON-ESSENTIAL EXPENSES |