



Policy: Routine Lawn Maintenance - General Welfare	Approval Date: 5/10/23 Date Revised: 3/7/23
Section:	Responsible Official: Revenue Allocation Plan Administrator or his/her designee
References: General Welfare Assistance Guide Addendum Section	Policy Type: Departmental

Purpose: To establish guidelines regarding specific eligible expenses, related to health, safety and general welfare of Tribal Citizens

- I. POLICY
 - A. It is the policy of the Tribe to allow for eligible routine lawn maintenance be reimbursed or direct paid to the vendor through the general welfare program.

- II. SCOPE
 - A. This policy applies to the Tribal Citizen, Qualified Nonmembers, and the Tribal Member Benefits Department.

- III. AUTHORITY
 - A. Under the direction of the Senior Director of Operations, and the General Welfare Ordinance, the Revenue Allocation Plan Administrator or his/her designee is responsible for the management and enforcement of this policy.

- IV. DEFINITIONS
 - A. Tribe – Match E Be Nash She Wish Band of Pottawatomi Indians (Gun Lake Tribe).
 - B. Tribal Citizen – an enrolled Citizen of Gun Lake Tribe which may referred to as a Citizen.
 - C. Qualified Member/Non-Member Form- include the spouse, domestic partner, legal guardian, or dependent of the citizen account holder.
 - D. Qualified Member – means the Tribal Citizen or program participant listed on the Qualified Member/Nonmember Designation Form who is eligible to receive assistance under the General Welfare Program.
 - E. Qualified Non-member - means a spouse, certified domestic partner in accordance with Tribal law, parent, legal guardian or dependent of a Tribal Citizen who must be listed on the Citizen's Qualified Member/Nonmember Designation Form.
 - F. Routine Lawn Maintenance – any maintenance task that is done on a planned basis to identify and prevent problems before they arise.

- V. PROCEDURE

- A. The following items shall be considered eligible expenses for reimbursement or direct pay, to a contracted vendor, through the General Welfare Program and will be capped at \$5000 per plan year for all the services in aggregate.
 - i. Lawn clean-up
 - ii. Mowing
 - iii. Weeding, to include weed whacking
 - iv. Fertilizing
 - v. Patch or otherwise take care of trouble spots
 - vi. Supplies or materials needed to accomplish routine lawn maintenance
 - vii. Snow removal
 - viii. Salting
- B. The following small equipment or tools will be eligible for reimbursement on a limited basis with a cap of \$5000 per item per plan year.
 - i. Push lawn mowers
 - ii. Riding lawn mowers and/or lawn tractor
 - iii. Weed whacker
 - iv. Leaf blower
 - v. Edger
 - vi. Snowblower
 - vii. Chainsaw