



Policy: Elder and Disabled Homecare Services	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 V (A&B)	Policy Type: Departmental

Purpose: To establish additional guidelines regarding specific homecare services allowable for Elders and Disabled Tribal Citizens under the General Welfare Assistance Program.

- I. POLICY
  - A. It is the policy of the Tribe to allow for homecare assistance for both Elders and Disabled Tribal Citizens.
  
- II. SCOPE
  - A. This policy applies to the Tribal Citizen when the Tribal Citizen is an Elder or Disabled.
  
- 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 be referred to as Citizen.
  - C. Spouse – a husband or wife of an enrolled Tribal Citizen
  - D. Certified Domestic Partner – Any person named on a Declaration of Domestic Partnership form that is on file with the Revenue Allocation Plan Administrator.
  - E. Elder – means an enrolled Tribal Citizen who is 50 (fifty) years of age or older per Section V(A) of the Guide Addendum.
  - F. Disabled – as used for purposes of Programs covered by this Ordinance is defined in Section V (B) of the Guide Addendum.
  - G. Service Agreement – an invoice or a basic agreement outlining services provided to an Elder or Disabled Citizen.

V. PROCEDURE

- A. The following services shall be considered eligible expenses for those Tribal Citizens who are Elders and/or Disabled.
  - 1. Lawn care services and related expenses
  - 2. Snowplow/shovel services
  - 3. Moving services and related expenses
  - 4. Home cleaning services
  
- B. All requests for payment/reimbursement for services must have an invoice or a signed Service Agreement attached.