

**COMMUNITY SERVICES BLOCK
GRANT
2014/2015 PROGRAM YEAR COMMUNITY ACTION
PLAN COVER PAGE**

TO: Department of Community Services and Development
Attention: Field Operations Unit
2389 Gateway Oaks Drive #100
Sacramento, CA 95833

FROM: Karuk Tribe
P.O. Box 1016
Happy Camp, CA 96039

Agency Contact Person Regarding Community Action Plan

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CERTIFICATION OF COMMUNITY ACTION PLAN AND ASSURANCES

The undersigned hereby certify that this agency complies with the Assurances and Requirements of this 2014/2015 Community Action Plan and the information in this CAP is correct and has been authorized by the governing body of this organization.

Board Chairperson

Date

Executive Director

Date

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III. Vision Statement

The Vision Statement describes a desired future based on your agency's values. The vision is broader than what any one agency can achieve; the agency collaborates with others in pursuit of the vision.

We envision a future greatly strengthened by our culture and the prosperity, health, and healing of our people and ancestral lands. We will continue to revitalize our traditions, language and arts, and the well-being of our Tribe, and Karuk dominion of our homelands.

Every year at the center of our world the Karuk people unite for the "World Renewal Ceremonies" that fix the world to make it a better place. We will continue to embrace our own world view and the modern era without compromising our cultural legacy. We are rising to take our rightful place as a sovereign nation attending to the needs of our own people and making the world around us a better place.

IV. Mission Statement

The Mission Statement describes the agency's reason for existence and may state its role in achieving its vision.

Provide your agency's Mission Statement.

The mission of the Karuk Tribal Council is to promote the general welfare of all Karuk People, to establish equality and justice for the Tribe, to restore and preserve Tribal traditions, customs, language and ancestral rights, and to secure to ourselves and our descendants the power to exercise the inherent rights of self-governance.

V. Community Information Profile

State law requires each CSBG eligible entity to develop a CAP that will assess poverty-related needs, available resources, feasible goals, and strategies to prioritize its services and activities to promote the goals of self-sufficiency among the low-income populations in its service area (Government Code 12747(a)).

Community Information Profile:

This section captures the problems and causes of poverty in the agency's service area, based on objective, verifiable data and information (Government Code 12754(a)).

Community Information Profiles shall identify the following:

1. The service area in terms of related factors, such as poverty, unemployment, educational achievement, health, nutrition, housing conditions, homelessness, crime rates, incidents of delinquency, the degree of participation by community members in the affairs of their communities and/or similar factors deemed appropriate by the agency. Factors described in the Community Information Profile must be typical for baseline data and substantiated by corroboration gained through public forums, customer questionnaires, surveys, statistical data, evaluation studies, key informants, anecdotal sources and/or other sources deemed reliable by the agency.

The Karuk Tribe serves as one of the most remote, poverty stricken and geographically isolated areas, northeastern Humboldt County and all of Siskiyou County, where Happy Camp is located, is a large area designated by the United States Census as "frontier" with fewer than seven persons per square mile. The nearest town over 5,000 people is Yreka, 70 miles northeast on Interstate 5. Happy Camp and the surrounding Tribal Service Area is situated in rugged, mountainous terrain along the Klamath River, with travel limited to State Route 96, a winding, two-lane road that follows the river. Highway 96 is built into steep mountains, making it subject to falling rocks year-round and landslides that cause the road to close during winter storm events. High winds and landslides during winter storms frequently destroy power lines, which may be unreachably by electrical utility workers until Highway 96 can be cleared and reopened or remote line breaks in the Klamath National Forest are located and repaired.

Much of the population in Happy Camp and the surrounding area lives at or below poverty level. Currently, 100 percent of the students in the Happy Camp Elementary School qualify to receive free lunches. The Karuk Tribe's Health and Human Services program is the sole provider of health services in western Siskiyou County and northeastern Humboldt County.

Cultural centeredness is important to the Karuk People. Of the Tribal Members surveyed in the needs assessment, 80.5 percent stated that incorporation of Karuk

culture and traditions are necessary for successful planning and development of Tribal Programs. An alarming 66.77 percent of Karuk families reported that problems in their household are due to the lack of cultural activities for children and adults. Tribal members value Karuk history and traditions in their government as well as in their homes.

The published 2000 U. S. Census data provides information for the Happy Camp vicinity by zip code. The published data, collected ten years ago in 1999 is non-specific and, as a result, inaccurate or incomplete. The Tribe uses several departmental resources to compile its Community Information Profile, including LIAP (Low Income Assistance Program), RPMS (Resource Patient Management System), Enrollment Department, and the Community Needs Assessment.

Low Income Assistance Program (LIAP)

Through the Low Income Assistance Program (LIAP), the Karuk Tribe collects data for input to the Department of Community Services and Development for its annual Programmatic Data-Client Characteristic Report. The most recent compilation of LIAP data is representative of 240 individuals in 101 families. Ninety-nine percent of households were found to be at very-low, low, or moderate income levels based on Housing of Urban Development (HUD) 2013 median income levels.

101 Households Surveyed

0-50% of Median Income	81 households-	80.1%
51-75% of Median Income	10 households-	9.9%
76-100% of Median Income	9 households-	9%
Over 100% Median Income	1 households-	1%
Total	101 households	100%

Income Sources

One or more sources: 56 households or 55.4%

No income: 33 households or 32.7%

*88.1 percent of households (or 89 households) reported One or No Source of Income

This is especially discouraging since the majority of households have one or more sources of income. This solidifies the standard of “working poor” in our community.

Housing:

Own:	20 households	19.8%
Rent:	62 households	61.4%
Homeless:	11 households	10.9%
Other*:	8 households	7.9%

**(Stays with extended family)*

Resource Patient Management Systems (RPMS)

Data collection for low-income individuals (referenced as patients) was collected by the Resource Patient Management Systems (RPMS). RPMS is used through Indian Health Service and some Tribal Clinics for statistical and clinical reporting purposes. Patient demographic information is updated at clinic visits and household income is recorded.

For 2012, a total of 4,193 patients (unduplicated) were seen at the clinics serviced by the Karuk Tribe. Of those seen 2,101 (50 percent) of these patient are 100% or below the federal poverty level.

Karuk Enrollment Department

The Karuk Enrollment Department Survey and Demographic Data Statements are collected systematically and are statistically reliable to the greatest extent feasible. Self-reporting as well as the department's collection and outreach for survey information allow Tribal Members and Descendant a greater ease in responding to the census collection.

The Tribal household data documents 80% of Karuk households rank in the "Low, Very-Low, and Extremely Low" determination according to HUD median income levels, 2011. 16% qualify as "Very Low", and 24% of all Tribal households rate as "Extremely Low".

- 70% of Karuk households report paying more than 30% of their income in rent.
- 39% of home owners and renter reporting in a structurally deficient dwelling.
- 1/3 of Karuk's do not have a GED or High School diploma.

The three service areas are located in Siskiyou and Humboldt Counties, the majority of service delivery sites are in Siskiyou County and include Yreka, Happy Camp and Somes Bar.

	<u>Siskiyou County</u>	<u>Humboldt County</u>	<u>Total</u>	<u>%</u>
Total Surveyed	1118	153	1271	100%

Gender:

Male	669	83	752	52%
Female 633	70		703	48%
Total 1302	153		1455	100%

Ethnicity:

Native American 82%	1053	136	1189	
Black 0.3%	4	0	4	
White 221	16	237	16%	
Hispanic 1.4%	20	1	21	
Asian 0.1%	1	0	1	
Other	3	0	3	0.2%
Total 100%	1302	153	1455	

Age Groups:

0-17	284 20%	49	333	
18-29	264 19%	66	330	
30-39	141 11%	37	178	
40-49	186 13%	37	223	
50-54	116 35	151	9%	
55-59	91	19	110	7%
60-64	82	13	95	6%
65 and over 15%	202	43	245	
Total	1366 100%	299	1665	

Child Care Needs (for households with children under five):

Desires care	8 15%	1	9
Does not desire care	47 85%	4	51
Total 100%	55	5	60
<u>Occupancy---Number of Households:</u>			
Owner Occupied	242 38%	25	267
Renter Occupied	259 41%	29	288
Non-Owner	135 21%	15	150
Total 100%	636	69	705
<u>Owner Occupied:</u>			
Under 62 4.3%	130	17	147
62 or over	112 30%	8	120
Mortgage>30% income 8.6%	33	1	34
Mortgage<30% income 3.5%	13	1	14
No mortgage payments	70 20.5%	11	81
Total	358 66.9%	38	396
<u>Renter Occupied:</u>			
Rent>30% income	43 69%	5	48
Rent>50% income	22 31%	0	22
Total	65	5	70

100%

Non Owner/ Renter Households:

Living-

with extended family	91	9	100
	68%		

Living in-

available shelter	22	4	26
	18%		

Total	135	13	148
86%			

Income Status by Household:

> 100% of Median	123	19	142
20%			

81% to 100% of Median	51	10	52	7%
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51% to 80% of Median	117	7	113	16%
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31% to 50% of Median	102	13	105	15%
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0% to 30% of Median	153	17	167	24%
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Unavailable	90	3	133	19%
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Total	636	69	705	100%
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Households with Elder Members:

55-61	113	12	125	35%
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62-74	137	12	149	41%
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75 and beyond	76	11	87	24%
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Total	326	35	361	100%
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Households with Handicapped Members:

Below 62	4	0	4	40%
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Above 62	3	2	5	60%
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Total	7	2	9	100%
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Households with Disabled Members:

55-61	62	6	68	61%
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62-74	39	4	43	39%
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Total	101	10	111	100%
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Dwelling by Structural Condition:

Standard	242	37	279	46%
Minor	154	8	162	32%
Major	83	7	90	17%
Dilapidated	18	2	20	4%
Unknown	4	1	5	1%
Total	501	55	556	100%

Low Income Statistics:

Low Income Renters	207	17	224	37%
Rent > 30% of income	38	4	42	70%
Structurally deficient homes	75	3	78	13%
Low Income Owner	128	10	138	23%
Mortgage > 30% of income	18	0	18	3%
Structurally deficient homes	91	7	98	16%
Total	557	41	598	

Other Statistics:

Female Head of Household	299	30	329	62.3%
Over Crowding	67	14	81	15.3%
Over Payment	111	7	118	22.4%
Total	477	51	528	100%

Employment Summary- Eighteen and Over:

Employed Full Time	265	23	288	30%
Employed Part Time	79	11	90	9%
Employed seasonal	13	1	14	3%
Self Employed	11	3	14	1%
Retired	152	20	172	18%
Unemployed	306	28	334	35%
Not Available	33	5	38	4%

Total	859	93	952	100%
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Non Employment Income Sources:

Unemployment Insurance	37	6	43	8.1%
Welfare Programs (TANF)	24	1	25	5%
General Assistance	3	0	3	.6%
Non Welfare Gov. Assist.	2	0	2	.4%
Social Security	147	6	153	29%
SSI	50	20	70	13%
Temporary Disability	39	3	42	7.9%
Pension	37	9	46	8.6%
Veterans	6	2	8	1.5%
Per-Capita Payments	1	0	1	0%
Foster Care/ Child Support	3	0	3	.6%
Business Ownership	6	1	7	1.3%
Other	30	3	33	6%
No Income	84	12	96	18%
Total	469	63	532	100%

Educational Milestones:

High School Graduate	579	69	648	66%
High School Non Graduate	59	6	65	6%
11th Grade	94	6	100	11%
10th Grade	56	5	61	8%
9th Grade	26	1	27	3%
8th Grade	15	1	16	2%
Less than 8th Grade	31	2	33	5%
Total	860	90	950	100%

College/ University Statistics:

Attended College	247	52	299	73%
Graduated from College	85	25	110	27%

Total	332	77	409	100%
<u>Business School/ Training Program Statistics:</u>				
Attended Business School	15	4	19	66%
Graduated Business School	8	2	10	34%
Total	23	6	29	100%
<u>Vocational/Training School:</u>				
Attended Vocational School	50	8	58	56%
Graduated Vocational School	40	6	46	44%
Total	90	14	104	100%

- Community resources and services, other than CSBG, which are available in the agency's service area to ameliorate the causes of poverty and the extent to which the agency has established linkages with those service providers.

Other community resources and services that are available to our clients in this area include several outside agencies and other Tribal programs. The Tribe has linkages to outside agencies provides services to ameliorate the causes of poverty. These include the Northern California Indian Development Council (NCIDC), Siskiyou County Area Agency on Aging, County Temporary Aid for Needy Families (TANF), Social Security and the Employment Development Department (EDD).

The Tribe refers to and receives referrals from the Northern California Indian Development Council for emergency assistance and job training placement for eligible Native Americans.

Since 2009, the Tribe facilitates its own Temporary Assistance for Needy Families (TANF) program. TANF is a federal and state funded program that provides assistance and supportive services to Tribal Members in designated service areas. TANF's goal is to promote self-sufficiency "through a path of education...and to provide a better future for themselves and their families with respect, honor and integrity." Tribal TANF provides cash/transportation assistance, educational and career development, child care stipends and K-12 clothing allowance for eligible needy families. The Karuk Tribal TANF program provided assistance to 63 families (30 – 1 parent, 15 – 2 parent and 18

Child Only cases), comprised of 60 Adults and 116 children, in 2012.

The Tribe provides a congregate and home delivery senior nutrition program through Title IV funding it receives from the Department of Health and Human Services for Native American elders. Through funding it received from the Siskiyou County Agency on Aging, it is able to provide congregate and home delivered meals to non-Native American seniors.

The Karuk Tribe's Low Income Assistance Program (LIAP) refers to and receives referrals from the County Temporary Assistance for Needy Families (TANF) program, Social Security, the Tribal Employment Rights Ordinance (TERO) Office, and the State of California Employment Development Department. The Tribe works with these agencies to keep eligible applicants from falling through the cracks when delays in benefit determinations occasionally occur, or when the process for receiving disability benefits is lengthy. The LIAP Administrator conducts outreach within the services area to Tribal Members, aiming to assist the most vulnerable. The Housing Improvement Program (HIP) is a corresponding program targeting assistance for members in dilapidated or structurally deficient homes.

The LIAP Administrator meets with Tribal Members and Descendants at an annual public meeting to discuss program requirements and support for the upcoming year. In addition, the LIAP Administrator is an active participant in the Yav Pa Anav meetings that meet on a monthly basis; this meeting forum aids in reducing the gap between services and helps to avoid duplication of services.

3. A plan for regularly reviewing and revising the Community Information Profile. In particular, entities are to describe how the agency ensures that the most current data and relevant factors are included.

The Karuk Tribe's Director of Administrative Programs and Compliance supervises the Planning and Resource Development (Grant Writing) Department. The Director and Grant Writing Department staff continually monitors community information profile data for the purposes of reporting and/or grant submission requirements. The Tribal Enrollment Department continually monitors and updates Tribal Census data.

VI. Needs Assessment

Needs Assessment:

Public law 105-285 requires the State to secure from each eligible entity, as a condition to receive funding, a CAP which includes a community-needs assessment for the community served. Additionally, State law requires each CSBG eligible entity to develop a CAP that assess poverty-related needs, available resources, feasible goals and

strategies, and that yield program priorities consistent with standards of effectiveness established for the program (*California Government Code 12747(a)*).

The narrative description provided for the needs assessment serves as the basis for the agency's goals, problem statements, and program delivery strategies of the CSBG/National Performance Indicators. The needs assessment should describe local poverty-related needs and prioritize eligible activities to be funded by CSBG.

Agency needs assessments shall identify the processes used to collect the most applicable information. In particular, describe how the agency ensures that the needs assessment reflects the current priorities of the low-income population in the service area, beyond the legal requirement for a local public hearing of the community action plan.

Many organizations use a combination of activities to perform needs assessments, such as:

- Focus groups
- Surveys
- Community Dialogue
- Asset Mapping
- Interviews
- Public Records

The Karuk Tribe uses several methods to identify the needs of the community that helps direct the programs to provide the services that will best help Tribal Members and Descendants.

Yav Pa Anav:

On a monthly basis the Yav Pa Anav forum meets to provide a multi-disciplinary approach for services to Tribal Members and Descendants. The vision of the forum is to build a comprehensive, easy-to-access and effective tribal system of care that includes an integrated range of culturally suitable behavior and social services for individuals and families within our communities.

During each meeting we focus on the mission of the forum by developing an effective forum of committed intra-tribal programs that have the same desire to: 1) Keep the individuals and families within our communities in the center of the tribal circle of care; 2) Build strong partnerships with each other; 3) Agree to work on developing various approaches, and; 4) Develop the appropriate Karuk Tribal circle of care.

The Yav Pa Anav forum is open for the public to attend to provide input on various needs affecting them, for example, a community teacher attended identifying the need for an extended Wood Shop Program outside of the school day to allow at-risk

students to have a creative outlet thereby reducing the chances of juvenile delinquency behaviors. This teacher provided a examples of students who are at-risk and their improved outlook and participation in school.

As a multi-disciplinary forum, member participants were able to discuss in further detail potential areas of assistance, such as through grants or TANF that might be able to help provide support to this endeavor.

Community Meetings:

The Karuk Tribe is constantly conducting public community meetings to help identify the needs of its community members in support of grants and strategic program planning. A few of them are as follows:

Indian Community Development Block Grant (ICDBG) – Staff solicited input on several occasions with Tribal Council and held a public hearing for a grant submission for the construction of a public facility: Behavioral Health and Wellness Services Building located in Happy Camp, California. Although the final proposed project was identified, the prior meetings allowed for discussion of several options with a recommendation by staff.

Low Income Home Energy Assistance Program – Staff solicited input by holding a public meeting to obtain community participation on the upcoming submission of the Low Income Home Energy Assistance Program grant.

Language Restoration – Staff held community meetings for community member input on language and culturally related needs. These meetings helped to provide direction in the submission of a Language grant.

Child Care – Staff held several community meetings for community member input on child care needs for the submission of a grant. In addition, through community dialogue a concern was raised about the lack of child care in the communities of Orleans and Happy Camp. This concern prompted serious discussion for possible remedies using Tribal programs and grants.

Surveys:

The Karuk Tribe has identified the benefit of surveying community members, including Tribal Members and Descendants, on their service needs. The surveys completed in the past pertain to domestic violence, child welfare, crime & safety, and other social service needs. At the upcoming Tribal Reunion on July 20, 2013 several Tribal Departments will conduct surveys to obtain information on program effectiveness, perception of services and areas of service needs.

Needs Assessment Survey

The Karuk Tribe's latest Needs Assessment Survey was distributed to more than 1005 individuals in 2011. It was delivered in paper format by postal mail and also offered via an online web survey service. The web service allows Tribal Members and Descendants the convenience of submitting surveys online, preserves anonymity, and collects opinion/feedback. In tabulating the results of the survey a few minor discrepancies were identified. Thirty-nine of the Forty-two respondents did not fully complete the survey online.

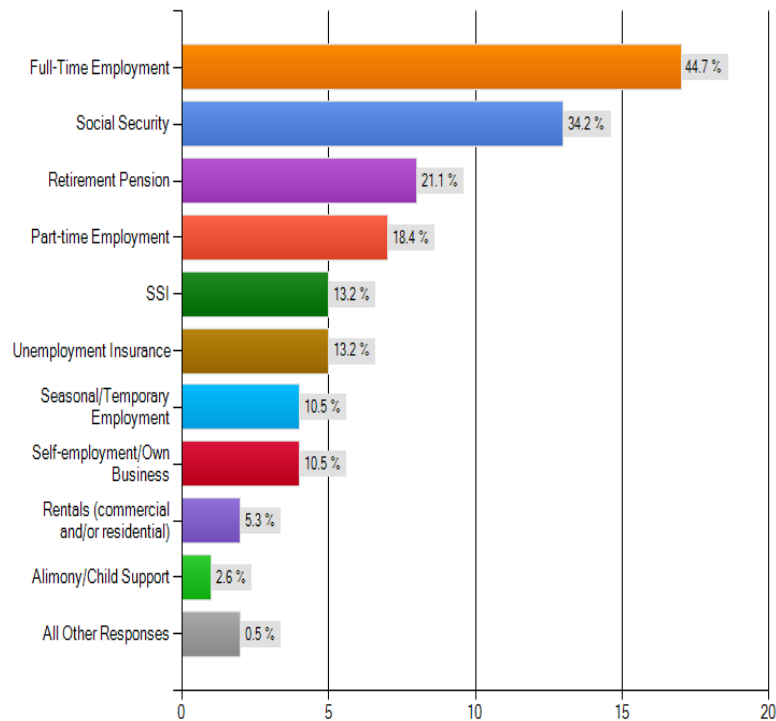
The results of the survey are still valid which are supported by the dialogue during the Yav Pa Anav forum and discussions with Tribal Departments who provide services to Tribal Members and Descendants.

Of the 42 responses received some of the highlights are summarized below:

Annual Income –

- 44.7% of 42 respondents reported that their incomes contained at least some employment
- 13.2% reported unemployment insurance.
- 50% of respondents lack money for basic needs such as food, clothing, shelter, or electricity in the past year.

My family's annual income includes payments from these sources (choose all that apply):



Cultural Needs –

Of those surveyed, an alarming 66.7 percent reported a family problem in their household due to the lack of activities for children and adults. 80.6 percent reported being interested in basketry as a cultural need.

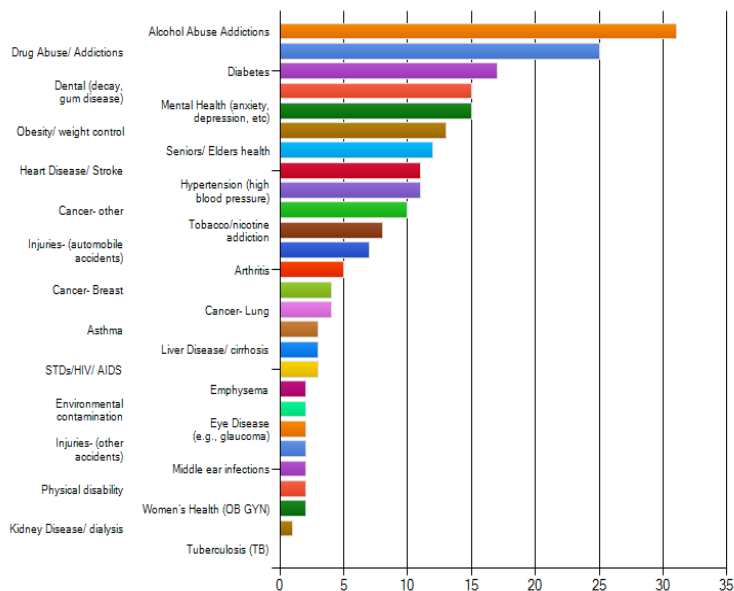
Community Issues –

When asked to rank the top five (5) community issues in three categories-health problems, social needs, and crimes, the following is the result:

Health Problems –

1. Alcohol Abuse Addictions, 82.9%
2. Drug Abuse Addictions, 62.9%
3. Diabetes, 42%
4. Mental Health (anxiety & depression), Dental at 40%
5. Obesity and Weight Control, Heart Disease/Stroke at 31.4%

I believe the five most serious health problems in my community are (choose five):

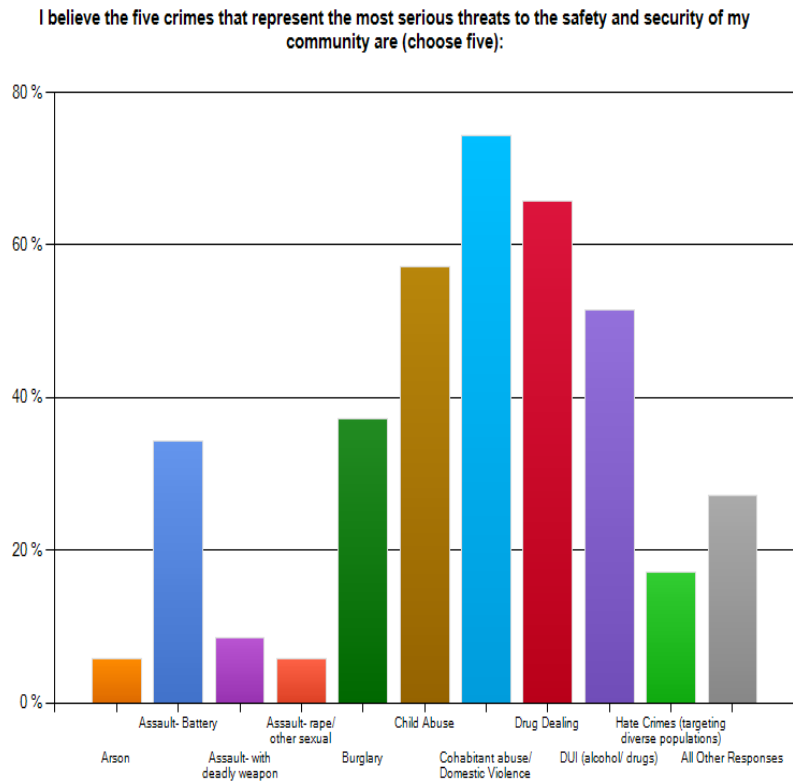


Social Needs –

1. Employment Opportunity, 69.4%
2. Housing – Increased Availability, 44.4%
3. Crime Prevention, 41.7%
4. Educational Opportunity, Senior Citizens Services, Substance Abuse Prevention, 38.9%
5. Substance Abuse Intervention/Treatment at 36.1%

Crimes –

1. Cohabitation abuse, domestic violence, 74.3%
2. Drug dealing, 65.7%
3. Child abuse, 57.1%
4. Driving under the influence of alcohol or drugs (DUI), 51.4%
5. Juvenile delinquency - violence AND Robbery at 37.1%



Emergency Preparedness –

A majority (73.6 percent) reported experiencing a loss of electricity 3 times or more per year.

- 86.9 percent are unaware if their community (town or city) has an Emergency Preparedness Plan.
- 59.5 percent have no access to electricity if the power goes off.

Tribal Members and Descendants report being unprepared (18.9 percent) or having two weeks or more of emergency foods supply (18.9 percent).

I. Needs Assessment:

- a. Upon contact with the Karuk Tribe's Low Income Assistance Program, Tribal employees explain and/or assist the completion of various forms required to establish eligibility for Safety Net Services. This assistance is provided on the phone or in person primarily at the Tribal Administration Office in Happy Camp, California.
- b. During this initial contact, Tribal staff provides the applicant with copies of Tribal program policies that specifically address client responsibilities, timelines, submission requirements, and expectations. The written policies and requirements also are explained verbally in person or over the phone.
- c. The Karuk Tribe, through its Contract Health Services Program and Elders Program, provides Tribal Members with transportation to out-of-town health care appointments on an as-needed basis. The Low Income Assistance Program is able to provide bus tickets to those who are income eligible and when the purpose for travel is within allowable program expenditures.
- d. The Karuk Tribe publishes a quarterly newsletter that is mailed to all registered Tribal Members and Descendants. The Tribe also maintains a website at www.karuk.us. Program information also is disseminated at regular monthly meetings of the Karuk Tribal Council, the location of which rotates among each of the three main offices within the service area of the Tribe: Orleans in Humboldt County, Happy Camp in Siskiyou County and Yreka in Siskiyou County. Orleans is 45 miles southwest of Happy Camp, and Yreka is 70 miles east of Happy Camp. Thus the rotation of meetings helps to facilitate community members' access to Council and staff members without the necessity of traveling 90 to 140 miles round-trip.

II. The Tribal TANF (Temporary Assistance to Needy Families) program and Head Start programs provide individualized family specific plans and parenting activities to deal with the causes of poverty.

The Tribal TANF program of the Karuk Tribe is a new program, brought on board by the Tribe in December of 2008. This program allows the Tribal Government to be flexible in designing social development opportunities and services that are culturally appropriate and therefore better suited to meet the unique needs of Native Americans in our community. In 2012, the TANF program provided assistance to 63 families (30 1-parent, 15 2-parent and 18 Child Only cases), comprised of 60 Adults and 116 children.

Tribal Employment Right's Ordinance (TERO) Office offers vocational training assistance, is an advocate for tribal member employment and placement in the

community. TERO also hires consultants to train/recertify tribal members in three local industries- road work construction flagging, construction cultural monitoring, and food handler's certification.

The Tribal Education Department offers assistance/tutoring for Tribal Members desiring a General Education Diploma (GED).

The Tribe offers mental health services through its Behavioral Health and Social Services. Each service area has an office and social workers for the area.

a. Priorities are established based on Tribal Member, staff and Tribal Council input, as well as by studying current trends in funding streams. For example, federal funding has been cut for many services provided to low-income people. Those in the elderly population have to make choices between paying for medicine or food. This information is taken into consideration when Community Service Block Grant (CSBG) funds are budgeted; thus all CSBG funds received by the Karuk Tribe supplement other program funds, including elderly programs, Low Income Assistance Programs (LIAP), cultural programs, youth leadership programs, youth development, tutoring, emergency response and adult education.

b. Directors of Tribal Departments and Programs that provide services to our most vulnerable and affected populations provided input on questions that should be included in the Needs Assessment Survey instrument. While all Tribal Members in the service area were invited to complete the survey, Tribal staff made an extra effort to elicit responses from targeted low-income program participants. The effectiveness of this effort is demonstrated by the difference between Enrollment Department data, which indicated that 75 percent of Tribal households have incomes below 80 percent of the State median, and results of the Needs Assessment Survey, which shows that 88 percent of respondents have incomes below 80 percent of the State median.

III. The Karuk Tribe's staff will review the questions contained in the Needs Assessment Survey on during the Yav Pa Anav forum and during Management Team meeting. Recommendations regarding the final content of the survey instrument will then be forwarded to the Tribal Council for approval prior to distribution. The Council will have the opportunity to include their comments. The Needs Assessment Survey will be distributed to the Tribal community by mail, made available online, or in-person assistance is available for their completion.

Assessment of Existing Resources:

Conduct an assessment of existing resources providing the minimum services listed in Government Code section 12745(f). Provide a narrative of the services below. These services shall include, but shall not be limited to, all of the following:

1. A service to help the poor complete the various required application forms, and when necessary and possible, to help them gather verification of the contents of completed applications.

Services to provide assistance to complete required application forms and other necessary documentation is made available through the specific Tribal Program. The Judicial System and Programs provide assistance in the completion of complex legal documents relating to child custody, restraining orders, etc.

The LIAP Administrator will provide assistance with completing required programmatic forms for availability of services.

The Tribal TANF Program and TERO provide assistance with completion of job related documents, education and other program specific documents.

In addition, Tribal staff is prepared to provide assistance to respondents for various procurement of services, i.e. cultural/traditional Request for Proposals.

2. A service to explain program requirements and client responsibilities in programs serving the poor.

Each Tribal Program that provides services as well versed staff to provide the necessary information to each client on what the program requirements are and their responsibilities are within the program they are receiving benefits from.

3. A service to provide transportation, when necessary and possible.

Several Tribal Programs have included within their budget to provide clients with transportation assistance, whether it is fuel for their vehicle or bus tickets, to attend program appropriate commitments, such as medical appointments, job interviews, training, counseling, etc.

In addition, through the Yav Pa Anav forum, program staff is encouraged to communicate with other departments to determine if assistance can be provided.

The Tribal Health and Human Services Program has staff to provide limited medically necessary transportation to Tribal Members and Descendants and non-Native community members as long as they are receiving medical/dental service referrals through the Karuk Tribe's Medical/Dental Clinics.

4. A service which does all things necessary to make the programs accessible to the poor, so that they may become self-sufficient.

The Karuk Tribe's social service programs are intended to provide a participant the means to become self-sufficient; however, there are limitations that hinder true self-sufficiency as a reality. For example, a limitation is the lack of available gainful employment.

To satisfy Government Code 12754 (a) provide specific information about how much and how effectively assistance is being provided to deal with those problems, and causes, and establish priorities among projects, activities, and areas as needed for the best and most efficient use of resources.

The Karuk Tribe remains consistent with their mission and vision for Tribal Members, and Descendants; however, the Tribe also extends this vision to the non-Native community members.

Through strategic planning, Tribal staff is able to identify grants funding to help maintain existing services and to provide additional services for needs that are currently not being met or under met.

The communities of Happy Camp, Orleans and Yreka are very small and gaps in services make a substantially huge negative impact on the community. In addition, the lack of jobs has been devastating to the community. These deficiencies break up the cultural/traditional familial core, as skilled family members move away for gainful employment. Depression and drug/alcohol usage continue to rise leaving the communities "war torn", ravaged and overwhelmed as they attempt to maneuver through the realities of the industries of the past are not being restored.

In an effort to overcome these plights community members and the Tribe wholeheartedly believes that immersion of the Karuk culture and traditions through knowledge and ceremonies will provide a renewal to the spirit of a person and will aid in them in becoming well to move forward with self-sufficiency.

Outside of the Karuk cultural and tradition for ceremonies, the Karuk Tribe is actively working with the U.S. Forest Service to negotiate projects, which result in jobs, to

manage the forest – the heart of the past industry in the service area. Furthermore, the Karuk Tribe, through their Community Development Corporation, actively explores potential business opportunities that will assist Tribal Members in becoming self-sufficient with viable skills/trades.

VII. Statewide Priority

As identified in Government Code 12745(e) the department may prescribe statewide priorities among eligible activities or strategies that shall be considered and addressed in the local planning process and described in the CAP submitted to the state. Additionally, each eligible entity shall be authorized to set its own program priorities in conformance to its own determination of local needs.

Does the Agency accept the Family Self-Sufficiency Statewide Priority? YES NO
(If “No”, answer question 3)

1. What is the agency’s definition of Family Self-Sufficiency?

The Karuk Tribe defines self-sufficiency as a family or individual’s ability to generate and control the resources necessary to meet their social and economic goals, that they identify for themselves utilizing resources and options of their choosing to the greatest extent possible.

2. Describe the strategies utilized to support and achieve the Family Self-Sufficiency priority.

The Karuk Tribe uses a multi-directional approach to promote Family Self- Sufficiency for Tribal Members that reside in our service area. Our programs are designed to complement one another, and to serve a broad range of needs. A summary of these programs is as follows:

Tribal Members receive emergency services through our Low Income Assistance Program office to alleviate serious conditions of poverty, including food and shelter vouchers, and energy burden assistance.

The Tribal Employment Rights Ordinance (TERO) Office maintains a skills bank of Tribal Members and other Native Americans to refer to outside employers when jobs become available. The TERO Director participates in the recruitment and hiring of new staff for the Karuk Tribe Administration, Health, Economic Development and Housing Programs.

The Tribe's Education Department provides scholarships for college tuition for eligible applicants. The Karuk Adult Vocational Program, a component of TERO and the Education Program, provides funding for adult tutoring and GED testing.

The Karuk Tribe Housing Authority (KTHA) provides low income housing assistance, home purchase programs, and student rent voucher assistance. KTHA is continually constructing new homes to meet the growing demand for decent, safe and sanitary housing in our communities, in order to relieve the problem for our Tribal Members and other Native Americans.

The Karuk Tribe Indian Children Welfare Act (ICWA) Program, Tribal Court and Court Appointed Special Advocates (CASA) programs address many children and family issues, promoting family wellness and togetherness and the best interests of children.

The Tribal Head Start program works with children from ages 3 and up, by involving the families in the promotion of their children's education early so that these children can become successful in their school careers and so parents know how to assist them to achieve that goal.

The Karuk Tribe has created a comprehensive system of care, putting the family in the center of the Tribe's focus; a memorandum of understanding between Tribal Social Service/ Safety Net Service providers was developed and approved by the Tribal Council in February of 2007.

3. If the agency rejects the statewide priority, state the reason(s) for the agency's rejection.

Not applicable.

VIII. Federal Assurances

Public Law 105-285 establishes federal assurances eligible entities are to comply with. Eligible entities are to provide a narrative description for the activities applicable to the services provided by the organization.

APPLICABLE ASSURANCES:

Check **each applicable** activity supported by the agency as identified in the following assurances and provide a narrative description of that activity.

1. Public Law § 676(b) (1) (A):

To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farm workers and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals—

- i. remove obstacles and solve problems that block the achievement of self-sufficiency, (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);

The Karuk Tribe provides assistance to Tribal Members and Descendants for Adult Vocational Training, tutoring, GED and High School diploma attainment. In addition, through partnerships involving the College of the Siskiyou and College of the Redwoods, the Karuk Community Development Corporation, and Community Computer Centers in Happy Camp, Orleans, and Yreka, Tribal Members and Descendants are assisted in registering for online and distance learning classes. Many classes are provided by videoconferencing equipment provided by the College of the Siskiyou. In 2006, the Tribe was funded by an Administration for Native Americans (ANA) Social and Economic Development Strategies (SEDS) grant to purchase new computer equipment for the centers. This provided the opportunity for all community members to obtain Associate's and Bachelor's Degrees through distance education.

- ii. secure and retain meaningful employment;

The Karuk Tribe TERO (Tribal Employment Rights Ordinance) Office has established a skills bank list that registers Tribal Members by job skills. This list is provided to local employers and the Tribe to fill positions that become available in the area. Current

trainings offered for the year include flagging for roadway construction, cultural monitoring of construction sites, and state food handlers' certifications. The TERO office also coordinates with California Indian Manpower Consortium and Northern California Indian Development Council to support job opportunity creation for Tribal Members and other Native Americans within our service area.

- iii. attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;

The Karuk Tribe Education Department coordinates with local schools in our service area, providing outreach to our Tribal Members, Tribal Descendants and other Native Americans. The Karuk Tribal Head Start program assesses each Head Start family and provides guidance to those families for literacy initiatives. Both of these departments refer clients to the Tribe's low income assistance program.

- iv. make better use of available income;

The Karuk Tribe Low Income Assistance Program, upon request, provides assistance in budgeting household incomes. Karuk Tribal Housing Authority and Karuk Community Loan Fund, Inc., also provide financial literacy training and credit counseling.

- v. obtain and maintain adequate housing and a suitable living environment;

The Karuk Tribe provides assistance in the form of housing vouchers to eligible applicants. The Karuk Tribe Housing Authority provides a long term solution to those individuals/ families that apply and are eligible for rental or homebuyers assistance.

- vi. obtain emergency assistance through loans, grants or other means to meet immediate and urgent family and individual needs; and

The Karuk Tribe provides cash payments or referrals to outside agencies for emergency assistance.

- vii. achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to;
- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and;

The Karuk Tribe's Low Income Assistance Program Administrator attends annual conferences and meetings to further his education regarding other agency strategies to provide services to low income people. The LIAP Administrator brings the information back from these conferences and shares strategies with the Tribes LIAP committee and Tribal Council.

- II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

The Karuk Tribe Housing Authority includes a security component in their annual Indian Housing Plan. Through a memorandum of agreement between the Karuk Tribe, Siskiyou County Sheriff Department and Yreka Police, the Tribe coordinates responses to calls on Tribal lands. The Karuk Tribe Housing Authority has hired its own security personnel to implement a new neighborhood watch program.

2. Public Law § 676(b) (1) (B):

To address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as—

- ☒ (i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and

The Karuk Tribe Education Department has established an Indian Club in the Happy Camp High School; the Indian Club is open to all students at the school meeting regularly and providing opportunities for the participants to learn about the Karuk culture. Junior and senior students coordinate a fundraising effort to fund an annual college tour. In addition, the Naa Vura Yee Shiip (I feel good) operates in Yreka and Orleans, providing cultural mentorship and mediation activities for Native American youth in our area. Both projects provide the opportunity for our youth to establish relationships that provide support and encouragement as they face life's challenges. The Karuk Tribal Court program, through a Department of Justice grant administers a Youth Leadership Council. The annual Karuk Leadership Council was held in October 2010, the theme was, "Real Native Pride: How True Warriors Lead their Lives." Students participated in breakout sessions hosted by Tribal leaders, musicians, and counselors as well as participated in a panel of Karuk college and vocational students. Their focus was on cultural strengths. Discussions about Karuk culture, positive futures, and community strength were led by local tribal elders and leaders.

- ☒ (ii) after-school childcare programs.

The Karuk Tribe's Child Care Program is funded by the Department of Health and Human Services (CCDF). The Child Care program provides low income applicants with child care vouchers to pay for after school care. A percentage of the child care funding is set aside to assist providers with quality improvement. It is used for culture/language class/materials, health and safety items, promotional items, literacy activities, Kinder-Camp (Head Start children transitioning to kindergarten), Math/Science camp, collaboration activities with our Head Start and Siskiyou County child care council, equipment, supplies, and materials. The Child Care Program works collaboratively with the Karuk Education Department, Karuk Head Start and local elementary schools to provide quality dollars that fund training and special activities for children and teachers.

3. Public Law § 676(b) (1) (C):

To make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including State welfare reform efforts).

MANDATORY ASSURANCES:

A narrative description is to be provided for each federal assurance identified in the sections below:

4. Public Law § 676(b) (4):

Will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

The Karuk Tribe accepts applications for emergency services to provide food vouchers to those who qualify for services; Recipients are issued a purchase order for the local grocery store of their choosing. The Senior Nutrition Program provides nutritious foods to low-income home-bound seniors as well as lunches at multiple sites.

5. Public Law § 676(b) (5):

Entities will coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services and a description of how the State and eligible entities will coordinate the provision of employment and training activities, as defined in section 101 of such Act, in the State and in communities with entities providing activities through statewide and local workforce investment system under the Workforce Investment Act of 1998.

The Karuk Tribe has established regular face -to- face communications between departments by holding bi-monthly management team meetings with department heads who are responsible for the administration of low income assistance programs, whether it be for employment assistance, education, Head Start, social services or housing.

6. Public Law § 676(b) (6):

Will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that the emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.

LIHEAP assistance applications are distributed to low income individuals and families in our LIAP database on an annual basis. The availability of this assistance is advertised in our quarterly newsletter, reported monthly at our regular public council meetings and is posted on the Tribe's Website. The LIAP coordinator conducts outreach activities on a regular basis, traveling to satellite offices in Yreka and Orleans to collect applications from individuals that do not have transportation.

7. Public Law § 676(b) (9):

Entities will to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.

The Karuk Tribe supports local youth oriented organizations including sports programs for children ranging from ages 5-18. Support is also provided upon request and approval by Tribal Council for local activities such as sober grad, fundraisers for academic and athletic groups and sponsorship of individuals for special educational activities. Through a grant from the State of California, assistance is provided for transportation to and from ceremonial areas that are in remote areas. The Karuk Tribal Council established a sub committee called the Tribal Booster Club that supports sports programs that Karuk Children participate in.

8. Public Law § 676(b) (10):

Each eligible entity to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.

The Karuk Tribe advertises for letters of intent from all Tribal Members living in our ancestral territory to be submitted for consideration for committees of the Tribe. Such committees include the Low Income Assistance Program (LIAP) Committee, Interpretive Center (People's

Center Museum) committee, TERO (Tribal Employment Rights Office) committee, ICWA (Indian Child Welfare Act) committee, Election, Karuk Community Development Corporation and Education Committee. Tribal Council and Health Board vacancies are filled according to the Election Ordinance of the Tribe.

9. Public Law § 676(b) (12):

All eligible entities will not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System (ROMA), or another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and a description of outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

The Karuk Tribe follows the requirements of the CSBG Contract Agreement for compliance to ROMA.

10. Public Law § 678D(a)(1)(B):

Ensure that cost and accounting standards of the Office of Management and Budget apply to a recipient of the funds under this subtitle.

The Karuk Tribe's Fiscal Policy, formally adopted and updated regularly by the Tribal Council, incorporates by reference standards of OMB circulars, A-87 A-102 and A-133 regarding cost principals, administrative requirements for grants and cooperative agreements, and single audit act requirements. The Tribes fiscal policy was most recently amended on February 24, 2011.

11. Public Law § 676(b)(3)(A):

Provide a description of the service delivery system, for services provided or coordinated with funds made available through grants under section 675C (a), targeted to low-income individuals and families in communities within the State.

The Karuk Tribe publishes a quarterly newsletter that reports current information on services and programs that the Tribe provides. Articles submitted to the newsletter by Departmental Directors indicate contact information and summarize eligibility criteria for our various services. The Karuk Tribe has established its own website at www.karuk.us that also includes information for our low income programs. The Tribal Council holds regular monthly meetings that are open to the public; at these meetings, our low income service providers/directors give detailed status reports and provide information on how individuals can apply for services.

12. Public Law § 676(b)(3)(B):

Provide a description of how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations;

The Karuk Tribe Administration has a Management Team consisting of key administrative staff representative of each department of the Tribal organization. These key management staff members hold regular bi-monthly "Management Team Meetings."

The Yav Pa Anav (The Medicine is Good) Wellness Forum consists of all Tribal Behavioral Health and Social Services program Directors, including Drug and Alcohol, Mental Health, Public Health, Elders, Low Income Assistance, Children's Court, CASA, Peacemaking, Naa Vura Yee Shiip, Tribal Employment Rights, Community Development, Housing and Head Start. The group began meeting in 2006 and is an effort to integrate and build a system of care & services offered to community members in our Catchment Area, both Indian and non-Indian. A Memorandum of Understanding was created between each of the participating Tribal programs and departments in an effort to reduce duplicative processes and streamline access to services.

A universal referral form facilitates the provision of and access to services; in doing so, Yav pa Anav is increasing our Tribal Members and Descendants access to behavioral health and related services.

13. Public Law § 676(b)(3)(C):

Provide a description of how funds made available through grants under section 675C (a) will be coordinated with other public and private resources.

The Karuk Tribe's Fiscal Policy includes a process for grant submission review that requires key management staff and relevant program directors to be included in the planning process for applications for funding. All grant applications are reviewed by the Tribal Council or Tribal Health Board prior to submission. All grant submissions are required to be approved by Tribal Council Resolution prior to their submission to the funding agency.

14. Public Law § 676(b)(3)(D):

Provide a description of how the local entity will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting.

The Karuk Tribe has implemented an annual Youth Leadership Conference; the event is rotated between each of the Karuk Tribe main offices (Orleans, Happy Camp and Yreka). The annual event hosts speakers and presenters from different programs within the Tribal Government and Cultural Leaders. The focus of both 2010 and 2009 conferences were related to promoting a healthy self-image for tribal youth. The 2010 Leadership Conference "Real Native Pride: How True Warriors Lead their Lives" focused on tribal youth struggles, support systems, and the importance of culture in individual identities. Ceremonial Leaders, Behavioral Health Specialists, Community Members, and Tribal Council Representatives participated. The director of Indian Natural Resources, Sciences & Engineering at Humboldt State University was the keynote speaker. Interactive presentations were made to youth on tribal ceremonies, college and vocational panels, peer support, and self-image. The 2009 conference theme was "A View of Life through an Elder's Eye". Some of the topics discussed were Oral History Project, Website/MySpace Presentation, Dam Removal, and Bead working.

IX. State Assurances

Agencies are required to provide narrative descriptions of how the organization is meeting each assurance below.

Government Code § 12730(h): "Eligible beneficiaries" means all of the following:

- (1) All individuals living in households with incomes not to exceed the official poverty line according to the poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services, as defined in Section 9902 of Title 42 of the United States Code, as amended.
- (2) All individuals eligible to receive Temporary Assistance for Needy Families under the state's plan approved under Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, and (Chapter 2 (commencing with Section 11200) of Part 3 of Division 9 of the Welfare and Institutions Code) or assistance under Part A of Title IV of the Social Security Act (42 U.S.C. Sec. 601 et seq.).

- (3) Residents of a target area or members of a target group having a measurably high incidence of poverty and that is the specific focus of a project financed under this chapter.

The Karuk Tribe provides services under the Department of Community Services and Development Block Grant based on all three of the above referenced criteria and according to the approved Tribal Policy regarding the assistance.

Government Code § 12747 (a): Community action plans shall provide for the contingency of reduced federal funding. Provide your agency's contingency plan for reduced federal funding. Also, include a description of how your agency will be impacted in the event of reduced CSBG funding.

The Karuk Tribe will have no choice but to reduce services to Tribal Members and Descendants if funding is reduced. In anticipation of reduced federal funding, the Tribe has attempted to negotiate a gaming compact with the State of California. The compact has the potential to provide discretionary funding that would decrease the dependency on federal and state grant funds. The Tribe is also investigating alternate forms of economic development in the area, and some progress is being made. However, in the current economic climate, it has been difficult to identify long term sustainable projects. The Tribe designs and implements its programs to promote the self sufficiency of individuals and families, theoretically reducing their dependency on federal, state and tribal aid. If CSBG funding is reduced, the Tribe will lose one staff member, the youth leadership and cultural programs, all of the funding available to assist Tribal Descendants, and most of the available funds for Tribal Members' safety net services.

The Karuk Tribe and its pass-thru grantees will lose the ability to support our other programs, such as the Senior Nutrition program and the Education Department.

Government Code § 12760: Community action agencies funded under this article shall coordinate their plans and activities with other eligible entities funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

Applicants are required to provide documentation that they have applied for and have received a denial from other agencies that provide the same types of services in our area; these agencies include Northern California Indian Development Council (NCIDC),

Family Resource Center, the County, and Great Northern.

X. Documentation of Public Hearing(s)

California Government Code 12747(b)-(d) requires all eligible entities to conduct a public hearing in conjunction with their CAP. In pursuant with this Article, agencies are to identify all testimony presented by the low-income and identify whether the concerns expressed by that testimony are addressed in the CAP. If the agency determines that any of these concerns have not been included in the plan it shall specify in its response to the plan information about those concerns and comment as to their validity.

Provide a narrative description of the agency’s public hearing process and methods used to invite the local community to the public hearing(s) are to be captured here. A copy of each public notice published in the media to advertise the public hearing is to be attached; in addition to, a summary of all low-income testimony with an indication of what section of the CAP addresses the concern or an explanation about the validity of the comment. Agencies must also provide a narrative description of other methods used to gather information about the low-income community’s needs. Examples include: Surveys, public forums, secondary data collection, and etcetera.

Below is an example of a diagram that can be used to capture and identify testimony of the low income.

Name	Low-Income	Comment/Concern	Was the concern addressed in the CAP?	If so, indicate the page #	If not, indicate the reason
John Doe	✓	Job training needs	Yes	32	N/A
Jane Doe	✓	Transportation needs in ABC, CA	No	N/A	Due to limited funding, agency meets 50% of the transportation needs in ABC, CA.

1. Attach a narrative description of the agency's public hearing process. Also, describe the methods used to invite the local community to the public hearings. Note: Public hearing(s) shall not be held outside of the service area(s).

The Karuk Tribe holds monthly public council meetings every fourth Thursday of the month; these meetings are rotated between each of the three primary tribal office locations: Orleans, Happy Camp and Yreka. The rotating schedule is intended to enable those members of the community who have limited funds or no transportation available to attend. The public is invited to attend and can be added to the agenda by calling the 1-800-505-2785 number of the main office, submitting request online via the Karuk website or making a request in person at the beginning of each meeting. Monthly Health Board meetings are held the second Thursday of each month in Happy Camp; these meetings are also open to the public.

2. Provide one (1) copy of each public notice published in the media to advertise the public hearing.
3. Attach a summary of all testimony presented by the poor and identify the following:
 - Was the testimony addressed in the CAP? (If so, indicate the page).
 - If the testimony was not addressed in the CAP, provide an explanation.

To be determined...

4. Attach a narrative description of other methods the agency used to gather information regarding the needs of the community (i.e. surveys and public forums).

The Karuk Tribal Council holds regular public meetings twice a month, the second and fourth Thursdays each month, and coordinates with outside agencies that serve members of the community in crisis. Regular communications between partnering organizations bring issues that are facing our community into the open for discussion and resolution. Tribal and community members also voice personal and community-wide concerns at council meetings.

XI. Monitoring and Evaluation Plan

To ensure a CSBG eligible entity is involved in the evaluation of its community action programs the agency is to provide a narrative description of the specific method(s) of evaluation, frequency, and monitoring that ensures program and fiscal performance in accordance with the objectives in the agency's CAP. The narrative description must satisfy two criteria:

1. Data is collected to measure the progress of the agency's goals.

Monthly reports to the Karuk Tribal Council and Low Income Assistance Program Committee that include programmatic progress reports and fiscal/ budgetary expenditure reports will track progress of the Community Action Plan. Each recipient of services from the Tribe's Low Income Assistance Program completes a basic survey that provides information that is included in the semi-annual and annual reports to CSD.

2. Ensure reports are prepared and submitted to CSD in accordance with contractual requirements.

The Karuk Tribe's Director of Administrative Programs and Compliance is responsible for ensuring that reports are prepared and submitted to all funding agencies in compliance with funding agency requirements. This position is required to (a) provide reports to the Tribal Council monthly, (b) attend all Tribal Council work meetings, (c) attend management team meetings, (d) is a member of the Low Income Assistance Program Tripartite Board and (e) is the Supervisor for the Low Income Assistance Program. The Tribal Council provides administrative oversight of the Department of Administrative Programs and Compliance. The Karuk Tribe has an annual single audit in accordance with Office of Management and Budget Circular A-133 that reviews the Tribe's compliance to contracts, grants terms and conditions as well as its own policies.

XII. CSBG/ National Programs Indicators (NPI) CAP Projections (CSD 801 CAP)

The U.S. Department of Health and Human Services, Office of Community Services issued the attached *National Indicators of Community Action Performance*. The list contains 16 broad outcome measures or indicators that will capture the universal accomplishments of the various local and state CSBG agencies in our Community Services Network. These indicators are very important in telling the story of what community action accomplishes as a national Network. At the same time, these indicators have been designed to evaluate performance of community action in assessing the needs of our communities and to address poverty alleviation in a comprehensive way.

As part of the CAP process, each agency is asked to review and identify the appropriate National Indicators, and develop two years of projections/goals and strategies based on these indicators. These National Indicators were developed using the six National Goals and Outcome Measures. For the most part, you will be able to identify and develop strategies based on the national indicators.

The CSBG/NPI CAP Projections (CSD 801 CAP) will be monitored and evaluated by CSD Field Operations Representatives.

1. To access the CSBG/NPI CAP Projections (CSD 801 CAP) visit the CSD Provider's website at <http://providers.csd.ca.gov/CSBG> under the "Forms" tab.
2. When completed, save the Excel spreadsheets and include the workbook as an attachment to the CAP.

XIII. Appendices (Optional)

If an agency chooses to provide additional documentation, it should be labeled as an appendix (i.e., Appendix A: Community Survey Results). All appendices are to be attached to the CAP submission and mailed to CSD.

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