

**COMMUNITY SERVICES BLOCK GRANT  
2012/2013 PROGRAM YEAR COMMUNITY ACTION PLAN  
COVER PAGE**

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TO: Department of Community Services and Development  
Attention: Field Operations  
P. O. Box 1947  
Sacramento, CA 95812-1947

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FROM: Agency: Karuk Tribe  
  
Address: PO BOX 1016  
  
City: 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 2012/2013 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

## COMMUNITY ACTION PLAN REQUIREMENTS

### Summary/Checklist

The 2012/2013 request for Community Action Plan (CAP) must meet specific requirements as defined by law and are described in detail in this document. The CAP forms, with specific instructions on how to complete each form, are assembled separately for ease in preparing. Once you have completed your CAP, submit to CSD one original document (marked "original") and two copies (marked "copy") no later than **June 30, 2011**. The following is a check list of the components to be included in the CAP:

- CAP Cover Page with appropriate signatures
- Table of Contents and all CAP pages numbered consecutively
- Agency Vision & Mission Statements
- Requirement 1: Community Information Profile and Needs Assessment
- Requirement 2: Statewide Priority
- Requirement 3: Federal Assurances (Indicate the applicable assurances)
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## **AGENCY VISION & MISSION STATEMENTS**

### **VISION STATEMENT:**

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 are held "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.

### **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 descendents the power to exercise the inherent rights of self governance.

**REQUIREMENT 1  
COMMUNITY INFORMATION PROFILE & NEEDS ASSESSMENT**

State law requires each CSBG eligible entity to develop a Community Action Plan (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)*)

Each CAP shall include the Community Information Profile and Needs Assessment as follows:

1. **Community Information Profile**: Describes the problems and causes of poverty in the agency's service area based on objective, verifiable data and information. (*Government Code 12754(a)*)

Attach the agency's Community Information Profile. This must include corresponding heading (i.e., Community Information Profile), sequence, and description of:

- A. Agency's service area in terms of factors such as poverty, unemployment, educational attainment, 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 other 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 of service providers, surveys of potential customers, statistical data, evaluation studies, key informants, anecdotal sources and/or other sources deemed reliable by the agency.
- B. 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.
- C. The agency's plan for regularly reviewing and revising the Community Information Profile. In particular, describe how the agency ensures that the most current data and relevant factors are included.

2. **Needs Assessment**: Describes local poverty-related needs, with further identification and prioritization of the eligible activities to be funded by CSBG. It also serves as the basis for the agency's goals, problem statement(s) and program delivery strategy(s).

The Needs Assessment should analyze the demographic and economic conditions and other poverty-related factors identified in your Community Information Profile.

Attach the agency's Needs Assessment which must include corresponding heading (i.e., Needs Assessment), sequence, and description of:

- A. Assessment of existing resources providing the minimum services listed in Government Code section 12745(f). These services shall include, but shall not be limited to, all of the following:
  - i. 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.
  - ii. A service to explain program requirements and client responsibilities in programs serving the poor.
  - iii. A service to provide transportation, when necessary and possible.
  - iv. A service which does all things necessary to make the programs accessible to the poor, so that they may become self-sufficient.
- B. Specific information about how much and how effective assistance is being provided to deal with the problems and causes of poverty. (*Government Code 12754(a)*)
- C. Establishment of priorities among projects, activities and areas for the best and most efficient use of CSBG resources. (*Government Code 12754(a)*)
- D. The process the agency utilizes to collect the most applicable information to be included as part of the needs assessment. 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.
- E. The agency's plan for regularly reviewing and revising the needs assessment.

**REQUIREMENT 1  
COMMUNITY INFORMATION PROFILE & NEEDS ASSESSMENT**

1. **Community Information Profile:**

- A. The Karuk Tribe serves one of the most remote, poverty stricken and geographically isolated areas. Western 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 unreachable 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 Health Program is the sole provider of health services in Western Siskiyou County.

Cultural centeredness is important to the Karuk People. Of the Tribal Members surveyed in the needs assessment, 80.5% stated that incorporation of Karuk Culture and Traditions are necessary for successful planning and development of Tribal Programs. An alarming 66.7% of Karuk families report that problems in their household are due to lack of cultural activities for children and adults. Tribal members value Karuk history and traditions in their governments 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.

Through the Low Income Assistance Program, 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 data is representative of 170 individuals in 60 families. 72% households were found to be at very-low, low, or moderate income levels based on Housing of Urban Development (HUD) 2011 median income levels.

60 Households Surveyed

0-50% of Median Income	28 households- 47%
51-75% of Median Income	8 households- 13%
76-100% of Median Income	7 households- 12%
Over 100% Median Income	17 households- 28%
Total	60 households 100%

Income Sources

One or more sources:	41 households or 68%
No income:	11 households or 18%

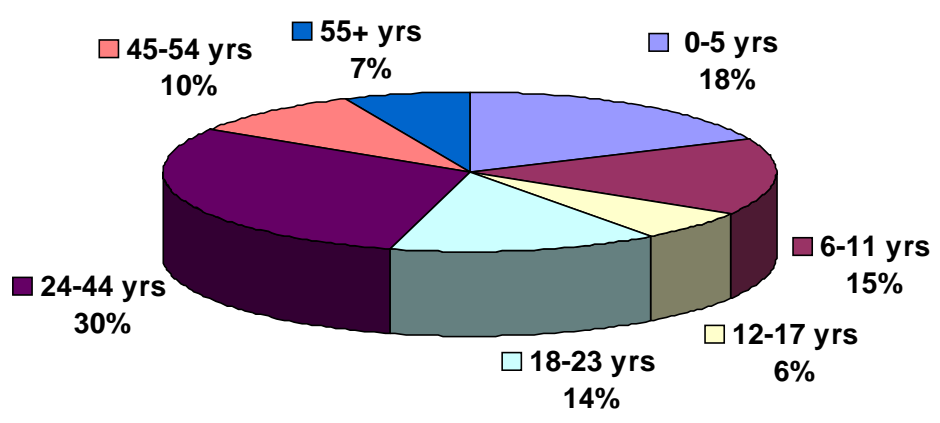
\*86% of households reported One or No Source of Income

As shown above, more than 72 percent of household incomes reported below 100% of the State of California's median income level. This is especially discouraging provided that the majority of households have one or more sources of income, solidifying a standard for "working poor" in our community. Other results are as follows:

Gender

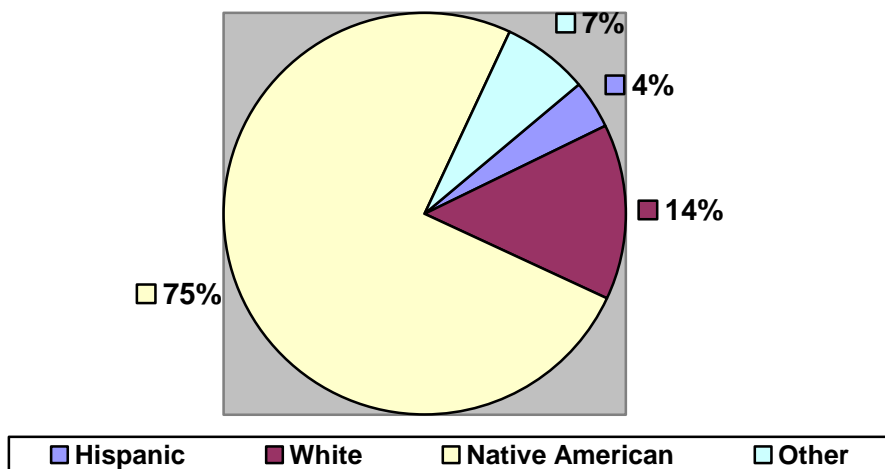
Male: 93 55%	Female: 77 45%
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**Age Distribution**





## Ethnicity



### Education Level of Adults over 24:

0-8	0 adults -	0%
9-12 Non-Graduate	28 adults-	36%
High School Graduate/ GED	35 adults-	62%
12+ some post secondary	13 adults-	17%
2 or 4 year college graduates	1 adult-	1%

### Family Type:

Single Parent/ Female:	7 households	12%
Single Parent/ Male:	0 households	0%
Two Parent Household:	15 households	25%
Single Person:	15 households	25%
Two Adults, no children:	1 households	2%
Other:	5 households	8%

### Family Size:

One:	24 households	40%
Two:	4 households	7%
Three:	8 households	13%
Four:	12 households	20%
Five:	8 households	13%
Six:	2 households	3%

Seven:	2 households	3%
<u>Housing:</u>		
Own:	7 households	12%
Rent:	42 households	70%
Homeless:	5 households	8%
Other*:	5 households	8%
*(Stays with extended family)		

Resource Patient Management System (RPMS) Summary of Households and Breakout of Program-Specific Family Income for all patients at the Happy Camp Health Clinic in the 2010 Calendar Year, January 2010-December 2010 by Family Size.

Happy Camp Health Clinic Summary  
Households

Very Low (50%) Income Limits	124
Extremely Low (30%) Income Limits	364
Low (80%) Income Limits	72
Over Income Limits	52
No Information	135
Total Number of Households	747
Total Number of Households Surveyed	747
Total Number of Low-Income Households	560
Total % of Low-Income Households	75%

*\*Based on Housing and Urban Development Income Limits 2011*

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 members and descendants 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, 2010. 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 renters report living in a structurally deficient dwelling.
- 1/3 Karuk people do not have a GED or High school diploma.

The three service areas are located in Siskiyou and Humboldt Counties, the majority in Siskiyou.

	<u>Siskiyou County</u>	<u>Humboldt County</u>	<u>Total</u>	<u>%</u>
Total Surveyed	1118	153	1271	100%
<u>Gender:</u>				
Male	669	83	752	52%
Female	633	70	703	48%
Total	1302	153	1455	100%
<u>Ethnicity:</u>				
Native American	1053	136	1189	82%
Black	4	0	4	0.3%
White	221	16	237	16%
Hispanic	20	1	21	1.4%
Asian	1	0	1	0.1%
Other	3	0	3	0.2%
Total	1302	153	1455	100%
<u>Age Groups:</u>				
0-17	284	49	333	20%
18-29	264	66	330	19%
30-39	141	37	178	11%
40-49	186	37	223	13%
50-54	116	35	151	9%
55-59	91	19	110	7%
60-64	82	13	95	6%
65 and over	202	43	245	15%
Total	1366	299	1665	100%

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

Desires care	8	1	9	15%
Does not desire care	47	4	51	85%
Total	55	5	60	100%

Occupancy---Number of Households:

Owner Occupied	242	25	267	38%
Renter Occupied	259	29	288	41%
Non-Owner	135	15	150	21%
Total	636	69	705	100%

Owner Occupied:

Under 62	130	17	147	4.3%
62 or over	112	8	120	30%
Mortgage>30% income	33	1	34	8.6%
Mortgage<30% income	13	1	14	3.5%
No mortgage payments	70	11	81	20.5%
Total	358	38	396	66.9%

Renter Occupied:

Rent>30% income	43	5	48	69%
Rent>50% income	22	0	22	31%
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%
51% to 80% of Median	117	7	113	16%

31% to 50% of Median	102	13	105	15%
0% to 30% of Median	153	17	167	24%
Unavailable	90	3	133	19%
Total	636	69	705	100%

Households with Elder Members:

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

Households with Handicapped Members:

Below 62	4	0	4	40%
Above 62	3	2	5	60%
Total	7	2	9	100%

Households with Disabled Members:

55-61	62	6	68	61%
62-74	39	4	43	39%
Total	101	10	111	100%

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%

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%

Business School/ Training Program Statistics:

Attended Business School	15	4	19	66%
Graduated Business School	8	2	10	34%
Total	23	6	29	100%

Vocational/Training School:

Attended Vocational School	50	8	58	56%
Graduated Vocational School	40	6	46	44%
Total	90	14	104	100%

- B. 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 providing services to ameliorate the causes of poverty. These include the Northern California Indian Development Council, Siskiyou County Area Agency on Aging, County TANF, Social Security, and Employment Development Department.

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 it's own Temporary Assistance for Needy Families (TANF) program. TANF is a federal and state funded program that provides assistance and supportive services to it's Tribal Members in designated

service areas. TANFs 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 helped 169 individuals in 59 families in 2010.

The Tribe provides a congregate and home delivery senior nutrition program through Title VI funding it receives from the Department of Health and Human Services for Native American elders. Through funding it receives from the Siskiyou County Area 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 program, Social Security, the Tribal Employment Rights Department, 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 outreaches within the service area to Tribal Members, reaching out to the most vulnerable. The Housing Improvement Program 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 meeting to discuss program requirements and support for the upcoming year.

- C. The Karuk Tribe's Director of Administrative Programs and Compliance supervises the Planning and Resource Development (Grant Writing) Department. The Director and the Grant Writing Department staff continually monitor 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.

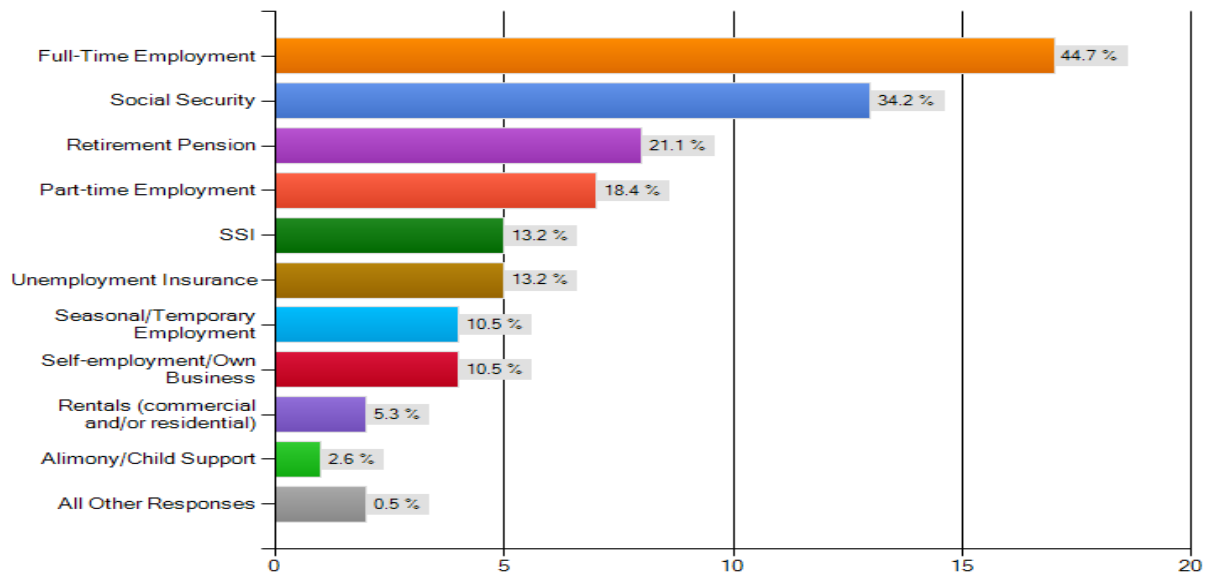
#### 1. **Needs Assessment:**

The Karuk Tribe's 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 on-line web survey service. 42 responses were received. Some of the highlights are summarized below:



## Annual Income:

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



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.

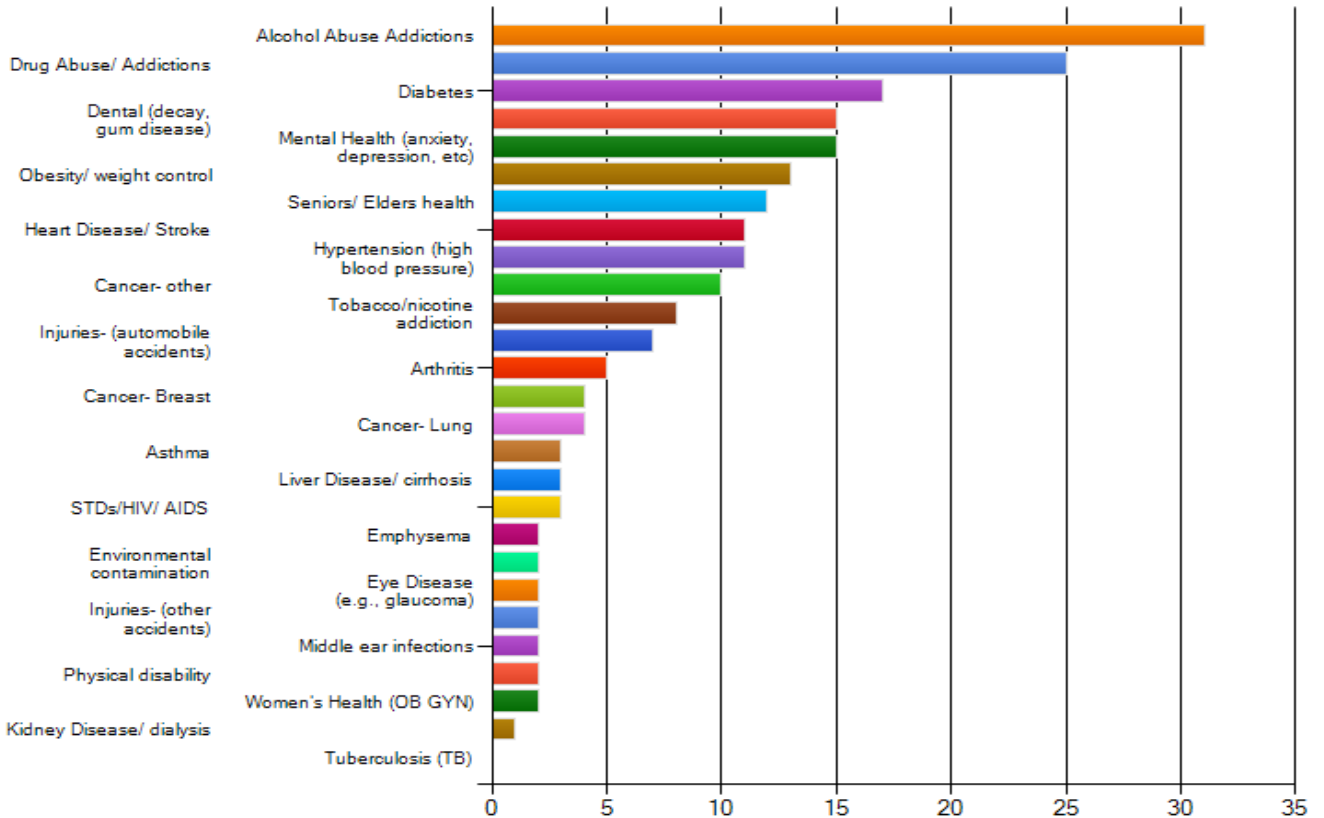
## Cultural Needs:

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

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:

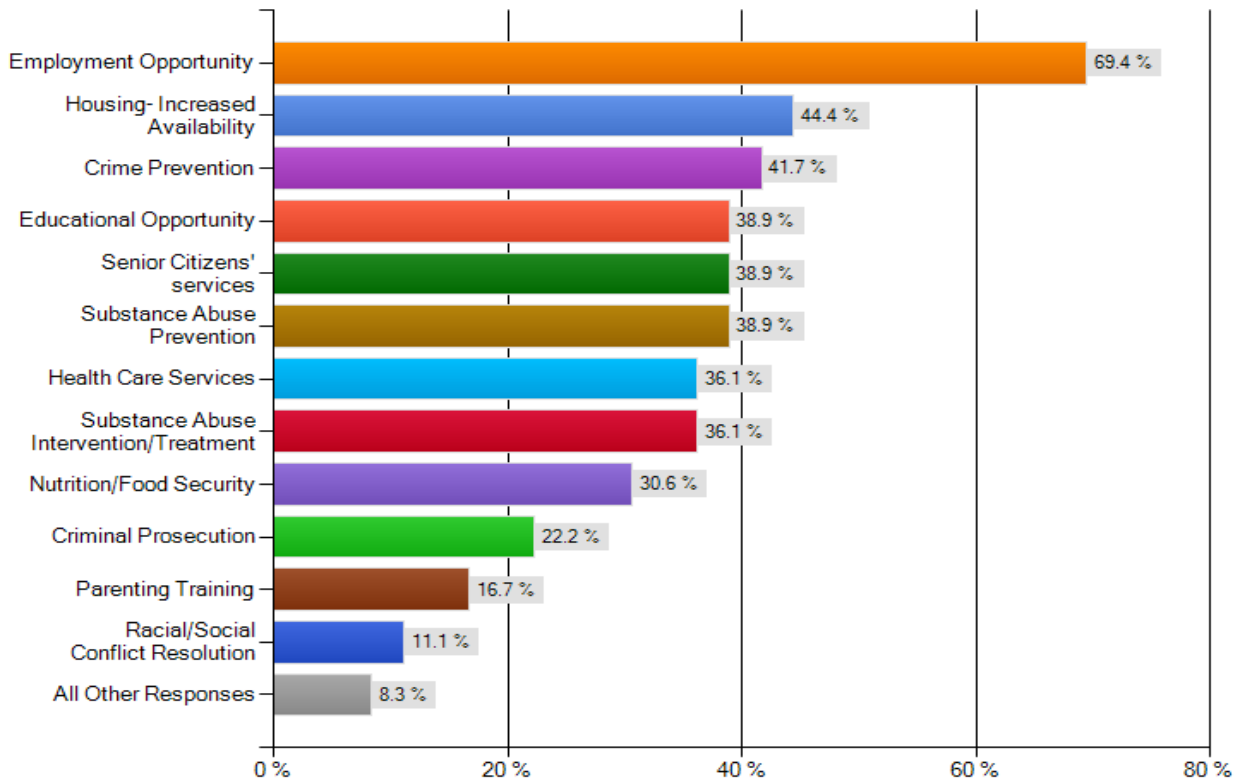
**I believe the five most serious health problems in my community are (choose five):**



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

## Social Needs:

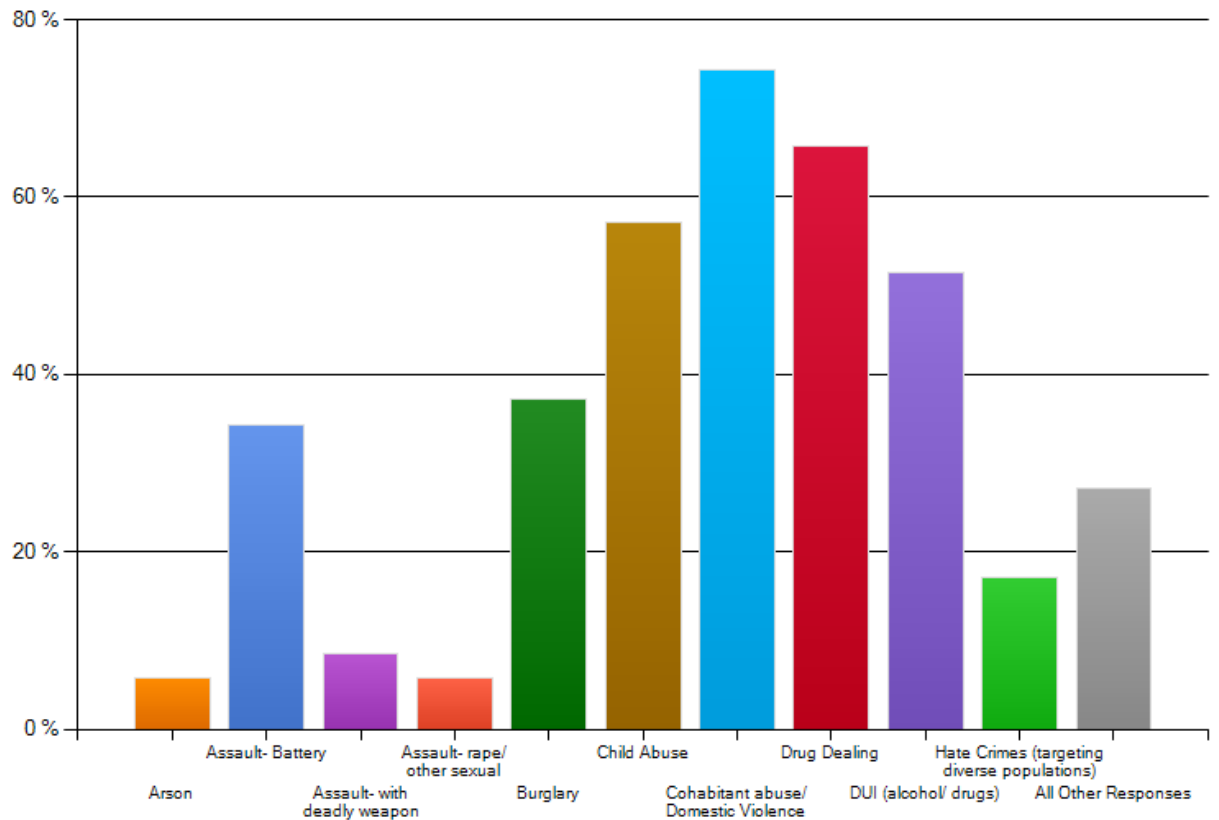
I believe the five most serious social needs in my community are (choose five):



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 36.1%

## Crimes:

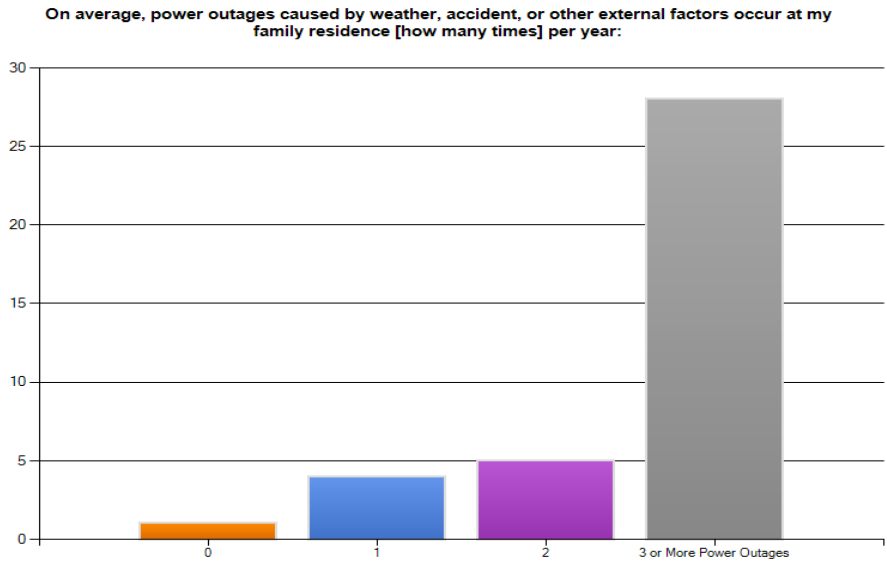
I believe the five crimes that represent the most serious threats to the safety and security of my community are (choose five):



1. Cohabitant 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 37.1%

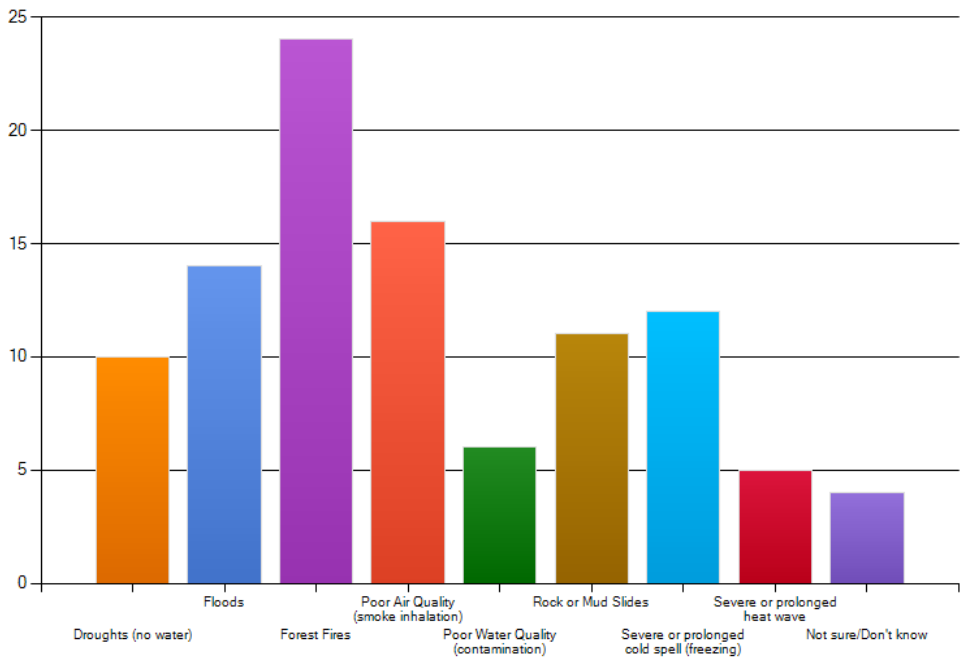
**Emergency Preparedness:**

A majority (73.6%) reported experiencing a loss of electricity 3 times or more per year. 86.9% are unaware if their community (town or city) has an Emergency Preparedness Plan.

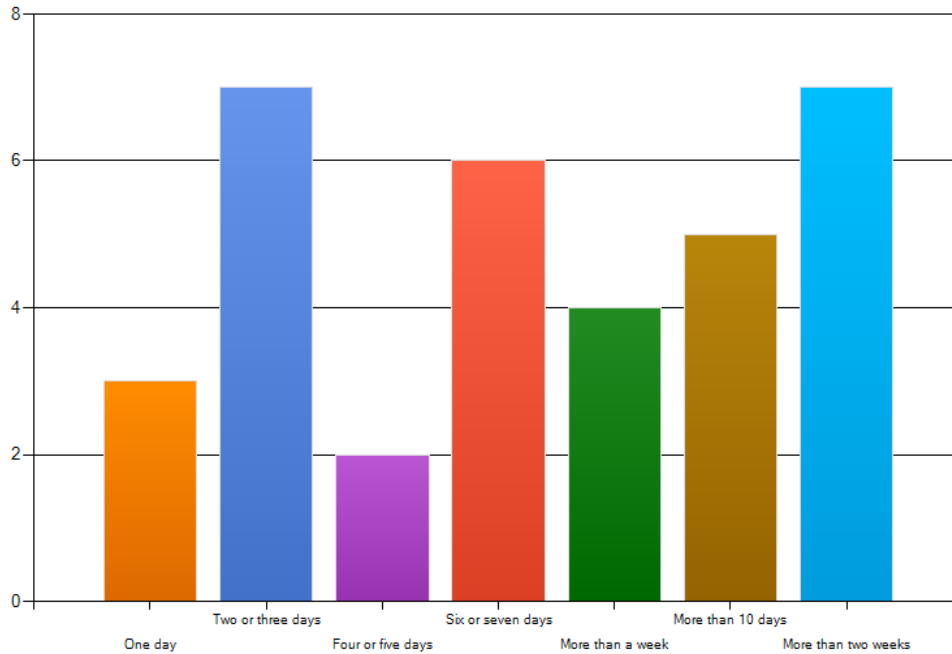


59.5% have no access to electricity if the power goes off.

In terms of natural or manmade disasters, the biggest threats to my family are (check all that apply):



In the event of natural or manmade disasters, there is enough food, medicine, and water at my residence to sustain my family for at least (choose one):



Tribal members and Descendants report either being unprepared (18.9%) or having two weeks or more of emergency foods supply (18.9%).

In tabulating the results of the survey a few minor discrepancies were identified. Thirty-nine of the Forty-one respondents did not fully complete the survey on-line.

#### A. Needs Assessment:

- i. 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 at the Tribal offices.
- ii. 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.
- iii. 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.
- iv. 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](http://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.

- B. 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 2010 Tribal TANF provided basic assistance to 59 families, including 63 adults and 106 children.

Tribal Employee Rights Office (TERO) 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.

- C. 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 the CSBG funds are budgeted; thus all CSBG funds received by the Karuk Tribe supplement other program funds, including elderly programs, Low Income Assistance Programs, cultural programs, youth leadership programs, tutoring, emergency response and adult education.
- D. 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% of Tribal households have

incomes below 80% of the State median, and results of the Needs Assessment survey, which show that 88% of respondents have incomes below 80% of the State median.

- E. The Karuk Tribe Departmental Staff will review the questions contained in the Needs Assessment Survey on a bi-annual basis. 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.



**REQUIREMENT 2**  
**2012/2013 STATEWIDE PRIORITY/STRATEGY STATEMENT**  
**Government Code Section 12745(e)**

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.

1. 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 compliment 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 Office (TERO) 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 ICWA Program, Tribal Court and 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.

2. Not applicable.

**REQUIREMENT 3  
FEDERAL ASSURANCES**

**COATES Human Services Reauthorization Act of 1998: Public Law 105-285**

**In an attachment, with corresponding headings and sequence (i.e., 1. Section 676(b)(1)(A), vii:), identify and provide a narrative description for the agency activities, as applicable, in accordance with the Federal Assurances 676(b)(1)(A-C).**

**1. Section 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);
- ii. secure and retain meaningful employment;
- 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;
- iv. make better use of available income;
- v. obtain and maintain adequate housing and a suitable living environment;
- vi. obtain emergency assistance through loans, grants or other means to meet immediate and urgent family and individual needs; and
- 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;
  - II. 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);

**2. Section 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
- ii. after-school childcare programs.

**3. Section 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).

**Attach a narrative description, with corresponding headings (i.e., 1. Section 676(b)(4):), of the agency activities for each of the Federal Assurances listed below:**

- 1. Section 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.
- 2. Section 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.
- 3. Section 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.

- 4. Section 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.
- 5. Section 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.
- 6. Section 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.
- 7. Section 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.
- 8. Section 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.
- 9. Section 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.
- 10. Section 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.
- 11. Section 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.

## REQUIREMENT 3

### FEDERAL ASSURANCES

#### COATES Human Services Reauthorization Act of 1998: Public Law 105-285

1. **Section 676(b)(1)(A):**

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

- I. 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. 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. Section 676(b)(1)(B):**

- i. 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, Happy Camp 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. 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. Section 676(b)(1)(C):

1. **Section 676(b)(4):** 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.
2. **Section 676(b)(5):** 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.
3. **Section 676(b)(6):** 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 Administrator 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.
4. **Section 676(b)(9):** 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.
5. **Section 676(b)(10):** 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.
6. **Section 676(b)(12):** The Karuk Tribe follows the requirements of the CSBG Contract Agreement for compliance to ROMA.
7. **Section 678D(a)(1)(B):** 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.



**8. Section  
676(b)(3)(A):**

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](http://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.

**9. Section  
676(b)(3)  
(B):**

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 Descendents' access to behavioral health and related services.

**10. Section  
676(b)(3)(C):**

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.

**11. Section  
676(b)(3)(D):**

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.

**REQUIREMENT 4  
STATE ASSURANCES  
California Government Code**

**Attach a narrative description, with corresponding headings (i.e., 1. Section 12730(h):), of how your agency is meeting the State Assurances listed below:**

- 1. Section 12730(h):** Eligible beneficiaries are the following: (1) all individuals living in households whose income is at or below official poverty income guidelines as defined by the United States Office of Management and Budget; (2) All individuals eligible to receive Temporary Assistance to Needy Families or Federal Supplemental Security Income benefits, and (3) Residents of a target area or members of a target group having a measurably high incidence of poverty and which is the specific focus of a project financed under this chapter.
- 2. Section 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.
- 3. Section 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) which 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 grantees and the populations they serve.

**REQUIREMENT 4  
STATE ASSURANCES  
California Government Code**

- 1. Section 12730(h):** 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.
- 2. Section 12747(a):** 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.
- 3. Section 12760:** 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.

**REQUIREMENT 5**  
**DOCUMENTATION OF PUBLIC HEARING(S)**  
**Government Code Section 12747(d)**

Agencies holding public hearings pursuant to this Article shall identify all testimony presented by the poor and shall determine whether the concerns expressed by that testimony have been addressed in the Community Action Plan (CAP). If the agency determines that any of the concerns have not been included in the CAP, it shall specify in its response to the CAP information about those concerns and comment as to their validity. (*Government Code 12747(d)*)

This section shall include the following:

1. Attach a narrative description of the agency's public hearing process. Agencies should 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).
2. One 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.
4. Attach a narrative description of other methods the agency used to gather information regarding the needs of the community (i.e. surveys, public forums, etc).

**REQUIREMENT 5**  
**DOCUMENTATION OF PUBLIC HEARING(S)**  
**Government Code Section 12747(d)**

1. 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.

**PUBLIC NOTICE**

The Karuk Tribe will submit a Community Action Plan to the State of California on June 30, 2011. The plan document will be available for review no earlier than June 14, 2011.

The Karuk Tribe is soliciting comments from the community for this plan starting on June 14 and concluding June 22, with the regularly scheduled Tribal Council Meeting on the 23<sup>rd</sup> in Happy Camp at 3:00 pm. Copies of the Community Action Plan will be available at the Tribal Administrative building and are available online at [www.karuk.us](http://www.karuk.us) or by contacting the Karuk Administrative offices in Happy Camp at 1(800)505-2785 or 1(800)-50-KARUK. You may also contact Carlotta Whitecrane, GrantWriter/Resource Developer by email at [cwhitecrane@karuk.us](mailto:cwhitecrane@karuk.us) or at (530) 493-5257 extension 2421.

If you have any questions or comments regarding this plan, please feel free to contact **Erin Hillman, Director of Administrative Programs & Compliance 530-493-1600 extension 2017.**

3.

Name	Sector (low-income, private, public)	Testimony or concerns	Was the concern addressed in the CAP?	If so, indicate the page #	If not, indicate the reason

Name	Sector (low-income, private, public)	Testimony or concerns	Was the concern addressed in the CAP?	If so, indicate the page #	If not, indicate the reason

4. 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.

**REQUIREMENT 6  
MONITORING & EVALUATION PLAN**

Attach 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 Community Action Plan.

The monitoring and evaluation plan shall ensure the following:

1. Data is collected to measure the progress of the agencies goals.
2. Ensure that reports are prepared and submitted to CSD in accordance with contract requirements.

**REQUIREMENT 6  
MONITORING & EVALUATION PLAN**

1. 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 semiannual and annual reports to CSD.
2. The Karuk Tribe's Director of Administrative Programs & 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.