

RESOLUTION OF THE GOVERNING BODY OF
THE THREE AFFILIATED TRIBES OF THE
FORT BERTHOLD RESERVATION

WHEREAS, This Nation having accepted the Indian Reorganization Act of June 18, 1934, and authority under said Act: and

WHEREAS, the Constitution and Bylaws of the Three Affiliated Tribes authorizes and empowers the Tribal Business Council to engage in activities for the welfare and benefit of the Tribe and Tribal Members; and

WHEREAS, There is a continued need for a donated Commodity Distribution Program on the Fort Berthold Reservation; and

WHEREAS, The Commodity Distribution Program benefits eligible American Indian households living in the communities of Watford City, Killdeer, Halliday, Beulah, Garrison, and Ross, North Dakota; and

WHEREAS, The Three Affiliated Tribes, Tribal Business Council through their Human Resources Department will continue to increase and improve their capabilities of providing more accessible and effective Health and Human Services through the continued provision of the Commodity Distribution Services; and

WHEREAS, The Three Affiliated Tribes has, in the past, contracted for the operation of this program.

NOW, THEREFORE BE IT RESOLVED, that the Tribal Business Council desires to recontract with the State Department of Public Instruction, U.S. Department of Agriculture for continued Commodity Service operation; and

BE IT FURTHER RESOLVED, that the Three Affiliated Tribes requests that \$122,991.00 be granted for this purpose.

CERTIFICATION

I, the undersigned, as Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Reservation, hereby certify that the Tribal Business Council is composed of seven (7) members of whom 5 constitutes a quorum, 4 were present at a Regular Meeting, thereof duly called, notified, convened, and held on the 12th day of July, 1990; that the foregoing resolution was duly adopted at such meeting by the affirmative vote of 6 members, 0 members opposed, 0 members not voting, and that said resolution has not been rescinded or amended in any way.

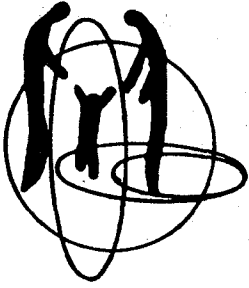
Dated this 12th day of July, 1990.

ATTEST:

Edward Lone Fight
Edward Lone Fight, Chairman
Tribal Business Council
Three Affiliated Tribes

Ted Lone Fight III
Ted Lone Fight III, Secretary
Tribal Business Council
Three Affiliated Tribes





THREE AFFILIATED TRIBES • FORT BERTHOLD RESERVATION

Mandan, Hidatsa, and Arikara Tribes

HUMAN RESOURCES DEPARTMENT

PO BOX 238 * NEW TOWN, NORTH DAKOTA 58763 * (701) 627-4781

APPLICATION FOR FUNDING

ADMINISTRATION
Brenda Hale, Administrator

ROUTING SLIP

DEPARTMENT DIVISIONS

Social Services:
627-3731

General Assistance
TWEF
Child Welfare
EARN Project

Contract Name: Ft. Berthold Commodity Program

Prepared By: Joe Henry

Fiscal Year: F.Y. 91

Tribal Health Program:

627-3285

CHR Services 627-3654
Physician Extender Services
Dialysis Services
Janitorial Services (IHS)

- 1. Cover Letter _____
- 2. Chairperson's Letter _____
- 3. Resolution # _____
- 4. Application Agreement _____
- 5. Reservation Information Section _____
- 6. Human Resources Section _____
- 7. Commodity Program Description _____
- 8. Personnel Section _____
- 9. Proposed Budget Section _____
- 10. Budget Justification _____
- 11. Financial Management Section _____
- 12. Financial Capabilities _____
- 13. Matching Cost Section _____

Food and Nutrition Program:

WIC Services 627-4777
Nutrition Services
Commodity Program 627-4292
Aging Services 627-4547

Alcohol and Substance Abuse:

627-4700

Alcohol Services
Growth and Development Services
Youth and Community Services

Reviewed By:

HRD Administrator Brenda Hale Date: 7-3-90

Tribal Comptroller Donna Krueger Date: 7-3-90

HRC Chairman Arvin Frette Date: 7-3-90

TBC Chairman _____ Date: _____

FORT BERTHOLD
FY '91 Proposed Budget

	Annual Budget Prior Year	Proposed Annual Budget 1991	Increase (Decrease) Difference	Certification	Warehousing Distributing	Nutrition Education	Other	Total
Personnel:								
Director	\$18,501.00	\$20,167.00	\$1,666.00	\$5,000.00	\$6,000.00	\$5,500.00	\$3,667.00	\$20,167.00
Cert./Tech.	11,446.00	12,476.00	1,030.00	9,000.00	500.00	1,976.00	1,000.00	12,476.00
Warehouse Mgr.	13,839.00	15,085.00	1,246.00	-0-	12,500.00	1,585.00	1,000.00	15,085.00
Assistant Mgr.	11,120.00	12,121.00	1,001.00	-0-	12,121.00	-0-	-0-	12,121.00
Subtotal:	54,906.00	59,849.00	4,943.00	14,000.00	31,121.00	9,061.00	5,667.00	59,849.00
Fringe Benefits: (Actual Cost)	17,726.00	16,012.00	(1,714.00)	3,745.00	8,325.00	2,425.00	1,517.00	16,012.00
Travel:	1,250.00	2,000.00	750.00	1,000.00	500.00	250.00	250.00	2,000.00
Contractual:								
Rodent Control	420.00	420.00	-0-	-0-	420.00	-0-	-0-	420.00
Garbage Service	360.00	900.00	540.00	-0-	900.00	-0-	-0-	900.00
Other:								
Utilities	8,000.00	9,500.00	1,500.00	-0-	9,500.00	-0-	-0-	9,500.00
Telephone	1,500.00	2,000.00	500.00	1,000.00	600.00	400.00	-0-	2,000.00
Truck Fuel/Maint.	4,500.00	4,800.00	300.00	1,800.00	3,000.00	-0-	-0-	4,800.00
Xerox/Reproduction	50.00	200.00	150.00	50.00	-0-	150.00	-0-	200.00
Subtotal:	33,806.00	35,832.00	2,026.00	7,595.00	23,245.00	3,225.00	1,767.00	35,832.00
Direct Cost	88,712.00	95,681.00	6,969.00	21,595.00	54,366.00	12,286.00	7,434.00	95,681.00
Indirect Cost (36%) *	25,639.00	27,310.00	1,671.00	6,388.00	14,201.00	4,135.00	2,586.00	27,310.00
TOTAL BUDGET	114,351.00	122,991.00	8,640.00	27,983.00	68,567.00	1,6421.00	10,020.00	122,991.00

* Indirect cost is calculated on salary & fringe

FORT BERTHOLD COMMODITY PROGRAM
BUDGET JUSTIFICATION

PROJECT DURATION: October 1, 1990 to September 30, 1991

CLASS CATEGORIES

A. PERSONNEL:

The Three Affiliated Tribes is proposing a total increase of \$4,943.00 in personnel costs for the FY 91 program year. The proposed increase reflects a 4% cost of living allowance. Which is the minimum rate prescribed by our Tribal government to correspond with the rate of inflation on our geographical area. Additionally a 5% merit increases is requested for all staff members on the Fort Berthold Program. We feel a 5% merit increase is justified for our relatively lower paid staff who continue to perform in a highly efficient and professional manner and continually seek avenues to improve our current system by effectively utilizing current available resources in order to provide the best possible services and assistance to our recipients. In addition to providing quality service delivery to eligible participants, the staff has established and maintained effective working relationships with a number of related organizations all working on a concerted effort to improve the entire Food Distribution Program including that on a national basis.

The Director of the Fort Berthold Commodity Program has devoted a considerable amount of time compiling data, assessing needs, addressing concerns and making recommendations in regard to issues facing our program. Much of this data was eventually presented at hearings on hunger, program related meetings, planning and funding priority sessions, conferences, and for investigations and studies that were conducted on Fort Berthold. The Director will continue to update research, and compile and update this type of information for future use as the need arises.

The Director remains actively involved in creating and maintaining an awareness of the needs of the Program. Concerns are presented regularly to our tribal leaders and key decision makers who play a major role in obtaining and appropriating funds to meet our needs. The Tribal Business Council of the Three Affiliated Tribes is keenly aware of the importance of the Food Distribution and designated the Commodity Program as their number one funding priority when submitting the Prioritized Special Project Proposal to Senator Burdick's office in April 1990. The request for financial appropriation for Fort Berthold included funds to build a large warehouse and

acquire a new delivery truck. Current facilities and equipment are deficient in allowing for the distribution and delivery of the full food package for eligible recipients.

The Fort Berthold Commodity Program has progressed substantially in a positive direction over the past several years and this can be directly contributed to the dedication and effectiveness of the current staff. A merit increase will provide the needed reward and incentive which will motivate employees to perform continuously at their fullest potential.

B. FRINGE:

The Three Affiliated Tribes calculates fringe benefits based on actual costs. Included under fringe line are FICA, SUTA, Worker's Compensations, Retirement and Group Health Insurance. Fringe is calculated according to the following schedule:

FICA	7.65% of gross salaries
SUTA	3.0% of first \$11,200 per employee
W/C	.47% per office employee 3.23% per other employee
Retirement	5.0% of gross salaries
Insurance	\$139.52 per month per employee

C. TRAVEL:

Travel costs are based on actual costs incurred to reimburse program staff for utilization of personal vehicles for program related business travel. These costs are expected to remain at the same level which is \$1,250. Also requested on the year's budget is \$750.00 in travel costs for the director to attend the NAFDPIR annual conference. The amount requested for FY 91 travel costs totals \$2,000.00.

D. CONTRACTUAL:

The proposed budget reflects anticipated contractual costs for services rendered to maintain sanitary conditions at the Commodity Warehouse facility. The anticipated increase in garbage service is detailed below:

Rodent Control - The Commodity Program has retained Ecolab for prevention and extermination of rodents and/or other pests. The proposed cost for FY 91 is based on actual costs incurred during the past year. Since the

monthly costs are expected to remain at the current level, the total proposed cost for the new year remains at \$420.00

Garbage Service - The cost for monthly garbage service during the new year will total \$900.00 which is an increase of \$540.00. The Three Affiliated Tribes will be providing garbage service and the proposed costs reflect an increase based on the new rates assessed under the Tribal system.

E. OTHER:

The Proposed costs in this category include Utilities, Telephone, Truck Fuel and Truck Maintenance. Justification for these costs follows:

Utilities - The costs for propane heat and electrical power at the warehouse is estimated at \$9,500.00 for the new year. This amount is based on actual costs for the past year. The coverage monthly for utilities over the past year was higher than anticipated due to extreme weather conditions and the substantial increase in heating costs during the past year. To ensure sufficient funds for utilities in the upcoming year, an increase of \$1,500.00 is requested.

Telephone - The proposed cost for telephone services is based on actual monthly costs incurred during the past year. Although the staff makes every effort to keep telephone costs at a minimum, the average cost is approximately \$172.00 per month which is just over \$2,000.00 for the next year. We do not anticipate the costs to get lower and are proposing this amount for the new year.

Truck Fuel/Maintenance - The delivery truck presently utilized by Fort Berthold has required more frequent repairs during the past year. This is expected, however, considering the age, condition, high mileage and continued utilization of the truck. The Three Affiliated Tribes requested a new delivery truck when submitting their prioritized special projects proposed to Senator Burdick's office in April 1970. Until a replacement is obtained the Commodity staff and Fort Berthold Reservation must continue to rely on the present truck to get the food distributed to the outlying reservation districts. Breakdowns enroute to one community resulted in delays and rescheduling distribution dates. Breakdowns on the road have also left staff stranded out in the cold or working into the late hours to ensure that the truck was returned to the central headquarters in New Town.

An increase of \$300.00 or a total of \$4,800.00 cover the cost for fuel, maintenance, and upkeep on the truck. The anticipated \$300.00 is a very modest amount given the present condition of the truck and the increase number of mechanical repairs needed during this past year.

Reproduction - An increase of \$150.00 is proposed for reproduction costs in the new year. The proposed is needed for reproduction of nutrition information. A total of \$200.00 is requested for FY 91.

F. DIRECT COST:

Total direct costs for FY 91 are projected at \$95,681.00.

G. INDIRECT COST:

Indirect costs are calculated by the Three Affiliated Tribes at .36% of total salaries and fringe for a total of \$27,310.00 for FY 91.

The total proposed budget for Fiscal Year 1991 is \$122,991.00 an increase of 7.5% over the previous year's total budget.