

## SQUAXIN ISLAND TRIBE

WEST 81 HIGHWAY 108  
SHELTON, WASHINGTON 98584  
(206) 426-9781

RESOLUTION NO. 84- 55  
of the  
SQUAXIN ISLAND TRIBAL COUNCIL

WHEREAS, the Squaxin Island Tribal Council is the Governing Body of the Squaxin Island Tribe of Indians by the authority of the Constitution and By-laws of the Squaxin Island Tribe, as approved and adopted by the General Body and the Secretary of the Interior of July 8, 1965, and

WHEREAS, the Squaxin Island Tribal Council has been entrusted to provide for the social, health and economic well being of its members, and

WHEREAS, the Squaxin Island Tribal Council is aware of a Public Law 93-638 Grant Program to be utilized by Tribes for the purpose of strengthening Tribal Government, and

WHEREAS, the Squaxin Island Tribal Council intends to make application for this FY 85 Public Law 93-638 Grant to enhance Tribal Government through a sustained program of economic development aimed toward alleviating poverty and unemployment among its members, and


WHEREAS, the utilization of this grant by the Squaxin Island Tribal Council is within the purpose and intent of Section 104 of the Indian Self-determination Act (P.L. 93-638).

NOW THEREFORE BE IT RESOLVED, that the Squaxin Island Tribal Council does hereby submit this Public Law 93-638 Contract for the purpose of strengthening Tribal Government through the improvement of management and other personnel through training in a more sophisticated financial and planning systems.

BE IT FURTHER RESOLVED, that the Squaxin Island Tribal Council does herein designate the Chairman to be the Tribe's authorized representative for purposes of negotiating, amending and executing this grant agreement.

C E R T I F I C A T I O N

The Squaxin Island Tribal Council does hereby certify that the foregoing resolution was adopted at a regular meeting of the Squaxin Island Tribal Council held on this 4th day of October, at which time a quorum was present and passed by a vote of 4 for, 0 against, and 0 abstentions.

  
David W. Whitener, Chairman

ATTESTED BY:   
David E. Lopeman, Secretary

  
Evelyn Allen, Vice-Chairperson

<b>FEDERAL ASSISTANCE</b>		2. APPLICANT'S APPLICATION	a. NUMBER	3. STATE APPLICATION IDENTIFIER	a. NUMBER
1. TYPE OF ACTION <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION (Mark appropriate) <input type="checkbox"/> NOTIFICATION OF INTENT (Opt.) <input type="checkbox"/> REPORT OF FEDERAL ACTION		b. DATE Year month day 19 84 10 10			b. DATE ASSIGNED Year month day 19
4. LEGAL APPLICANT/RECIPIENT		5. FEDERAL EMPLOYER IDENTIFICATION NO.			
a. Applicant Name : Squaxin Island Tribal Council b. Organization Unit : Indian Tribe c. Street/P.O. Box : West 81, Hwy 108 d. City : Shelton e. State : Washington f. Contact Person (Name & telephone No.) : David Whitener (206) 426-9781		a. County : Mason b. ZIP Code: 98584		91-0922254  6. PROGRAM (From Federal Catalog) a. NUMBER : 15 • 1 42 b. TITLE : Self-Determination Grant	
7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT		8. TYPE OF APPLICANT/RECIPIENT		9. TYPE OF ASSISTANCE	
MANAGEMENT AND PLANNING PROJECT		A-State B-Interstate C-Substate District D-County E-City F-School District G-Special Purpose District		H-Community Action Agency I-Higher Educational Institution J-Indian Tribe K-Other (Specify):	
		Enter appropriate letter <input type="checkbox"/>		A-Basic Grant B-Supplemental Grant C-Loan D-Insurance E-Other Enter appropriate letter(s) <input type="checkbox"/>	
10. AREA OF PROJECT IMPACT (Names of cities, counties, States, etc.)		11. ESTIMATED NUMBER OF PERSONS BENEFITING		12. TYPE OF APPLICATION	
Village of Kamilche, Mason Co., WA		1092		A-New B-Renewal C-Revision D-Continuation E-Augmentation Enter appropriate letter <input type="checkbox"/>	
13. PROPOSED FUNDING		14. CONGRESSIONAL DISTRICTS OF:		15. TYPE OF CHANGE (For 12a or 12b)	
a. FEDERAL \$ 16,800 .00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$ 16,800 .00		a. APPLICANT b. PROJECT 16. PROJECT START DATE Year month day 19 84 11 1 17. PROJECT DURATION Months 11		A-Increase Dollars B-Decrease Dollars C-Increase Duration D-Decrease Duration E-Cancellation F-Other (Specify): Enter appropriate letter(s) <input type="checkbox"/>	
18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY		19. EXISTING FEDERAL IDENTIFICATION NUMBER		20. FEDERAL AGENCY TO RECEIVE REQUEST (Name, City, State, ZIP code)	
1984 10 10		N/A		Hoquiam Bureau of Indian Affairs, P.O. Box 120, P.O. Bldg., WA 98550	
21. REMARKS ADDED		22. THE APPLICANT CERTIFIES THAT		23. CERTIFYING REPRESENTATIVE	
No response attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the action is approved. (1) (2) (3)		b. TYPED NAME AND TITLE David W. Whitener, Chairman c. DATE SIGNED Year month day 19 84 10 11	
24. AGENCY NAME		25. APPLICATION RECEIVED		26. ORGANIZATIONAL UNIT	
Olympic Peninsula Agency		Year month day 19		Bureau of Indian Affairs	
27. ADMINISTRATIVE OFFICE		28. FEDERAL APPLICATION IDENTIFICATION		29. ADDRESS	
Tribal Operations				P. O. Box 120, PO Bldg, Hoquiam, WA 98550	
30. FEDERAL GRANT IDENTIFICATION		31. ACTION TAKEN		32. FUNDING	
		<input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. DEFERRED <input type="checkbox"/> e. WITHDRAWN		a. FEDERAL \$ .00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$ .00	
33. ACTION DATE		34. STARTING DATE		35. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number)	
19		19			
36. ENDING DATE		37. REMARKS ADDED		38. FEDERAL AGENCY A-95 ACTION	
19				a. In taking above action, any comments received from clearinghouses were considered, if agency response is due under provisions of Part 1, OMB Circular A-95, it has been or is being made. b. FEDERAL AGENCY A-95 OFFICIAL (Name and telephone no.)	



## MANAGEMENT AND PLANNING PROJECT

### A. Goal

This overall goal of the Squaxin Island Tribe for 1985 is to improve the management and planning capability in all phases of Tribal operations in order to assure sovereignty and self-reliance.

### B. Objective

1. The first objective is to establish a planning process, organizational structure, and schedule for the purposes of carrying out short and long range planning activities in the Enterprise Division of the Tribe.

2. The basic intent of the project is to:

- a. Evaluate existing Enterprise operations to identify problems, needs, and issues of immediate concern;
- b. Review current management procedures, identify problem areas, and develop solutions;
- c. Establish a management plan for the Enterprise Division of the Tribe, and for each enterprise (KTP Grocery, Deli, and Harstene Oyster Company).

### C. General Needs

The Squaxin Island Tribal service area include 1092 persons within Mason and Thurston County boundaries. There are 885 persons of Indian descent living in Squaxin service area. The remaining population is made up of family members and other people associated with the Tribe who are eligible for services. The population is made up of an even split between the number of men and women. There are 358 children under age 16 and 205 who are between 16 and 24. The public school drop out rate for children of the Tribe has averaged over 40% each year during the past decade. Of the 33 Squaxin Island youth enrolled in Shelton High School in 1979, only 5 graduated in 1983, and a total of 3 in 1984. The labor force includes 656 persons (above 16), with 332 currently employed and 324 unemployed. This represents an unemployment rate of nearly 50%. According to the State Department of Employment Security, the per capita income in Washington (1984) is \$11,197, while the average family income is \$16,742. For the Squaxin Island Tribe the average family income is \$9,902, while the per capita income is only \$3,006 per year. Employment, family income, and the general health of the Tribe are effected by the area's seasonal

employment base and generally poor economic condition. Unemployment, underemployment, alcoholism, domestic violence, and health problems are ongoing issues facing people living in Tribal housing and others served by Squaxin Island government and its employees.

Total Population (April 1984).....	1092
Number of Families.....	332
Female Heads of Households.....	21%
Unemployment Rate.....	49%
High School Drop-out Rate.....	53%
Per Capita Income.....	\$3006
Average Family Income.....	\$9902

D. Project Needs Statement

The above stated problems and conditions are priority issues facing the Tribal Council, Tribal staff and people they serve. However, there is a more immediate need to establish procedures for managing ongoing Tribal activities, while at the same time conducting a planning process to prepare for future programs, facilities, land acquisition, economic development, and social services. During the past several years Tribal programs, services, and facilities have greatly expanded as new grants and enterprises have brought increased revenues and responsibility. There is a current need to improve the management of the Enterprises Division and within each business operation. This includes developing a management system that addresses fiscal accountability, product quality/quantity, and personnel policies, training, and supervision. This level of attention on planning and management is needed to assist Tribal decision-makers and employees to meet their daily obligations and prepare for the future.

E. Approach

The proposed activities under this grant are responsive to Public Law 93-638, Section 262-12(a)(3) "Developing the Capability of Tribal Government."

1. The Squaxin Island Tribe will establish planning as an intergral part of the Tribal organization. A specific planning process, organization, and schedule will be established during the first quarter of this project. The focus will be on improving management and planning in the Enterprises Division.

2. The planning process will involve formation of a management and planning committee made up of people involved in operation of enterprises, a representative of the Tribal Council, an enrolled Squaxin Tribal member to serve as a citizen/consumer representative, and other resource persons as needed.

3. The "committee" will meet with the Enterprises Manager to review current management procedures, identify problem areas, and develop solutions.

4. The product of this process will be a management plan and organizational proposal covering overall Enterprise Division and each enterprise operation. Also to be completed will be a data base relating to enterprise operations.

5. The Tribe has phased into use of a computer system to improve management capability and financial accountability. There is a current need to add a tape system to improve daily access for a variety of agency programs and provide a data base of planning and management purposes.

#### F. Results/Benefits

This project will provide the Tribe with improved management and planning capability in the area of Enterprise operations. The proposed planning process and committee will review immediate management problems, but will also consider long range needs and concerns.

G. Activities and Time Line

1st Quarter-November 1, 1984 - January 30, 1985

1. Establish Planning process, organizational structure, and schedule
2. Evaluate existing Enterprise operations
  - a. Identify problems, needs, issues
3. Identify existing data base & deficiencies
4. Identify appropriate computer tape system to improve daily access and overall management capability.

2nd Quarter-February 1 - April 30, 1985

1. Planning & Management Committee will focus on developing management plans that address problems, needs, and concerns identified during the first quarter for each enterprise.
2. Planning & Management Committee will develop a management plan and related recommendations for operation of the Agency's Enterprise Division.
3. The Enterprise Manager, Tribal staff, and other resource persons will develop data base sufficient to assist ongoing and future operations of enterprises.
4. Purchase and initiate operation of computer tape system as part of enterprises management and planning.

3rd Quarter-May 1 - June 30, 1985

1. Apply management and planning strategies to operation of each Tribal enterprise.
2. Apply management, planning, and organizational structure to Enterprises Division, in conjunction with Tribal Administrative Division.

4th Quarter-July 1 - September 30, 1985

1. Prepare a final management plan, organizational structure, and recommendations for future operation of Tribal Enterprises.



SELF-DETERMINATION GRANT FY-85

Proposed Budget

PERSONNEL

Planner/Manager	\$14,505.00
Approximately 232 hours per quarter Sub-Contracted at \$15.63 per hour	

NON-PERSONNEL

Equipment*	2,295.00
Alloy Tape Drive (or equivalent)	

TOTAL BUDGET	\$16,800.00
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\*Tape Drive is needed for backing up data on the CompuPro Computer purchased under Phase I FY-83 and Phase II FY-84 of the Self-Determination Grants. The present method of transferring files to floppy disks is slow, demanding constant operator attention. The Tape Drive should be an Alloy Tape Drive (or equivalent) to interface with the CompuPro Computer.