



Caddo Nation of Oklahoma

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2344

Caddo Nation Membership Meeting

July 29th, 2023

10:00 a.m. CT

Departmental Reports

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Caddo Nation of Oklahoma

Administration On Aging

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-9042

7/17/2023

Current staff: Jackie Meeks, AoA Cook & Genevieve Moore, Caddo Nation AoA Title VI/Caregiver Programs Director

We are open daily for congregate lunch. We are open Monday – Thursday 11:00 a.m. to 1:00 p.m. and on Fridays, we serve brunch from 10:00 a.m. – 11:00 a.m. We encourage our Elders to come by and pick up a menu or check it out on our Caddo Nation AoA FB page.

Daily activities are currently halted. We are working on special crafts and projects with the elders and other departments as requested. Our health room is also open daily. The sewing machines are currently set up for use as well. We also have a computer with internet access for elders to use as needed.

This year our numbers will begin to determine our funding. We encourage elders to come out and give us a visit, make use of our services. In an effort to boost our Congregate, we tried picking up interested elders on Tuesday and Thursday in Anadarko at the CHR building, in 8 weeks we only had 1 person interested and ride twice. We stopped this service. AoA staff has attended a few events we were invited to for marketing and delivered flyers promoting our various programs.

August 2, 2023 will be a busy day! We are so happy to be welcoming back the Expo! The morning of the first parade, AoA will have a canopy set up on Main Street in front of the old ODOT building so that our participants will be able to come and sit, visit and watch the parade. AoA will also have sack lunches for our elders as well as hydration and other necessities to ensure our elders stay safe in the heat.

Also on August 2, Caddo Nation of Oklahoma AoA will be hosting an Oldies Dance at the Expo from 6 – 9 on the north part of the Baldwin Building. It is free to enter. This event will be sponsored by MIPPA and we will have licensed insurance agents there to speak about Medicare and assist with enrollment if needed.

I hope you find this informative. If you should have any questions regarding any of our programs, please feel free to ask. Caddo Nation AoA offers several different programs; call or come in and we'll be happy to give you a tour of the building and talk to you about all we have to offer.

Thank you,

Genevieve Moore
Caddo Nation AoA Title VI/Caregiver Programs Director

Caddo Nation of Oklahoma
PO Box 487, Binger, OK 73009
T: (405)656-2344 | W: www.mycaddonation.com



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TITLE VI Part A – NUTRITION		
	MEALS SERVED	NOTES
April 2023	700	Increase in number d/t 4 elder activities w/nutrition
May 2023	664	Decrease in number d/t elders on vacation, participants moved
June 2023	601	Decrease in number d/t elders on vacation, dropped participants, participants moved

EXPENSES	The expenses made were general monthly bills and employee wages.
GENERAL NOTES	Congregate is open, we are having more elders dine, we are averaging 5 – 8 daily. We welcome anyone 55 and over to come and dine with us.

TITLE VI Part C – CAREGIVER	
LENDING CLOSET	The following items are in stock and are available: wheelchair (2 sizes), walker, motorized scooter, elevated raised toilet, shower chair, bath seat, bed side commode, coccyx cushion, inflatable ring, walking cane, walking stick, crutches, briefs, binders, back support, hand brace, wheel chair cushion and incontinence supplies. We are willing to listen to suggestions. The lending closet items are available for elder use through our Caregiver program. You may sign any of these items out if needed. <i>Must be in AoA service area.</i>
RESPIRE PROGRAM	We assisted 4 participants with this service this quarter. These programs provide the opportunity to plan, develop, and implement family caregiver support programs for the benefit of non-paid family members (not living in the home) caring for their elders and grandparents caring for their grandchildren. <i>Must be in AoA service area.</i>
LAWN CARE	The lawn care program is closed and complete for the year. Recently we partnered with EPA on a project and it came out well.
WELLNESS CHECK	We have made 19 wellness checks, provided supplies for 7 of those participants, 14 transports for people this quarter; currently we are monitoring 2 elders in long term care facilities and 3 whom were recent discharges. Our program continues to work with the CHR and Social Services program on various tasks. If we receive a call regarding an elder, then our team goes out and asses them as needed and refers them to the appropriate people.
GENERAL ELDER ASSISTANCE	We have aided 23 participants this quarter with lending closet items and have given away PPE to 2 families. I have aided 2 elders in completing paperwork/applications and have typed up simple things for 2 elders. Elders come in to the office for this type of assistance; they will work on their items themselves in the Elder's activity room or they will have me to help them complete their task. We've had interest in one elder coming in to use the services.

EXPENSES	The expenses made were general monthly bills and employee wages.
GENERAL NOTES	The caregiver support program includes the Lawn Care/Chores Program, Respite Program, Lending Closet and Health Program. Please call the AoA Building for further information on any of our programs.

Approved Copy will be scanned and emailed to Program Director

PROGRAM NAME:		AOA-TRPH / PUBLIC HEALTH WORKFORCE		ACCOUNT NO:		
REQUESTED BY:		G. MOORE		DATE:		10-Feb-22
				GRANT NO:		2202OKTRPH-00
Budget Period:		01-01-2022 - 09-30-2024		\$ 80,000.00		
0668		Last		(+ or -)		
Line Item #/Title		Original Budget		Approved Budget		Requested Change
						Acct. Num.
						Modification
						Version
						Current FY
						Justification
INDIRECT COST		\$ 15,900.00				
SALARIES		\$ 22,880.00				1 FULL TIME EMPLOYEE 40 HOURS @\$11.00 PER HOUR
SALARIES		\$ 8,320.00				10% DIRECTOR SALARY EFFECTIVE 4/1/2022 / 2YRS
PAYROLL TAX						
ELDER CARE - CHORES		\$ 20,800.00				1 PART TIME CONTRACT EMPLOYEES/2YRS 20 HOURS A WEEK (5 PARTICIPANTS)
UTILITIES		\$ 1,600.00				*60% TITLE VI / 20% CAREGIVER /20% TRPH
531000 OFFICE SUPPLIES		\$ 2,500.00				
HEALTH SUPPLIES		\$ 1,500.00				
JANITORIAL SUPPLIES		\$ 2,000.00				
BOOKS/EDUCATIONAL SUPPLIES		\$ 1,000.00				
STAFF DEVELOPMENT		\$ 1,500.00				
COMMUNITY OUTREACH		\$ 1,000.00				
COMMUNITY CULTURAL AWARENESS		\$ 1,000.00				
						**ACL/AOA ENCOURAGES THE AOA'S TO BILL MEDICAID TO REGENERATE
						FUNDS FOR THE PROGRAMS. WE ARE PLANNING ON THESE FUNDS
						TO PAY OUR EMPLOYEES, BOTH FULL TIME AND CONTRACT THE 2ND YEAR
TOTAL:		\$ 80,000.00		\$ -		Version No: FY 2022 - 1
Program Director:		G. MOORE <i>G Moore</i>				Date 1/20/2022
Finance Officer:						Date
Tribal Administrator:						Date

**CADDO NATION OF OKLAHOMA
INTERNAL BUDGET MODIFICATION FORM**

Approved Copy will be scanned and emailed to Program Director

PROGRAM NAME:		AOA MITR MIPPA		ACCOUNT NO:		
REQUESTED BY:		G. MOORE		DATE:		1-Sep-22
				GRANT NO:		2202OKMITR-00
Budget Period:		September 1, 2022 - August 31, 2023				
				\$		4,580.00
0608 Line Item #/Title		Last	(+ or -)		Modification	
	Original Budget	Approved Budget	Requested Change	Revised Budget	Version Current FY	
			Acct. Num.			
570500 ADVISOR/LICENSED	\$ 400.00					
531045 PROMOTIONAL ITEMS	\$ 2,500.00					
589910 ADVERTISEMENT	\$ 200.00					
580940 COMMUNITY ACTIVITY	\$ 400.00					
570000 CONTRACTUAL SERVICES	\$ 400.00					
533000 PRINTING & REPRODUCTIC	\$ 280.00					
580905 STAFF APPRECIATION	\$ 400.00					
TOTAL:	\$ 4,580.00	\$ -		\$ -	Version No:	FY 2021 - 1
Program Director:	G. MOORE <i>[Signature]</i>				Date	9/15/2021
Finance Officer:					Date	
Tribal Administrator:					Date	

**CADDO NATION OF OKLAHOMA
INTERNAL BUDGET MODIFICATION FORM**

Approved Copy will be scanned and emailed to Program Director

PROGRAM NAME:		(OATA) OLDER AMERICANS ACT TITLE VI, PART A		ACCOUNT NO:		
REQUESTED BY:		G. MOORE		DATE:		3-May-23
				GRANT NO:		2302OKOATA-00
Budget Period:		April 1, 2023 - March 31, 2024				\$ 91,300.00

FUND #	Original Budget	Last Approved Budget	Requested Change Acct. Num.	Revised Budget	Modification Version Current FY	Justification
INDIRECT COST 905000	\$ 24,760.00					
SALARIES 510500 Director = 27664.00 (40 hrs/week) Cook = 12896.00 (32 hrs/week)	\$ 40,560.00					70% TITLE VI A / 30% TITLE VI C 50% TITLE VI A / 50% TRPH
FRINGE BENEFITS-PAYROLL TAXES 520500 FICHS = D 1657.08 / C 772.48 FICA Med = D 387.30 / C 180.55 SUTA = D 1466.19 / C 683.50	\$ 2,148.00					D 70% TITLE VI A / 30% TITLE VI C C 50% TITLE VI A / 50% TRPH
WORKMANS COMP 526000 D 124.49 / C 58.04	\$ 183.00					D 70% TITLE VI A / 30% TITLE VI C C 50% TITLE VI A / 50% TRPH
OFFICE SUPPLIES & EXPENSES 531000	\$ 490.00					
MAINTENANCE SUPPLIES 531010						
JANITORIAL SUPPLIES 531030	\$ 832.00					80% TITLE VI A / 20% TITLE VI C
KITCHEN SUPPLIES 531040	\$ 1,000.00					
PROGRAM SUPPLIES 531080						
FOOD SERVICE SUPPLIES 531085	\$ 1,000.00					
TRAVEL - TRAINING 543000						
STAFF DEVELOPMENT 543010						
UTILITIES 550000	\$ 4,432.00					80% TITLE VI A / 20% TITLE VI C CKENERGY 1632.00 / RUMLEY 2800.00
REPAIR & MAINTENANCE 561000						
REPAIR & MAINTENANCE - EQUIPMENT 561010	\$ 532.00					
REPAIR & MAINTENANCE - BUILDING 561020						80% TITLE VI A / 20% TITLE VI C
GSA EXPENSE 566010	\$ 8,160.00					80% TITLE VI A / 20% TITLE VI C
PHONE/INTERNET 570539	\$ 900.00					80% TITLE VI A / 20% TITLE VI C
FOOD COSTS 580600						
RAW FOODS 580620	\$ 6,000.00					*USE WITH NISP \$4872
ELDER ACTIVITY EXPENSE 580920						
COMMUNITY/CULTURAL AWARENESS 580965						
AUTO INSURANCE 581000	\$ 108.00					80% TITLE VI A / 20% TITLE VI C
PROPERTY INSURANCE 581000	\$ 180.00					80% TITLE VI A / 20% TITLE VI C
BANK SERVICE CHARGE 588010	\$ 15.00					
TOTAL:	\$ 91,300.00	\$ -		\$ -	Version No:	FY 2023 - 00
Program Director:	G. MOORE <i>[Signature]</i>				Date	6/1/2023
Finance Officer:					Date	
Tribal Administrator:					Date	

CADDO NATION OF OKLAHOMA
INTERNAL BUDGET MODIFICATION FORM

Approved Copy will be scanned and emailed to Program Director

PROGRAM NAME:		(OATC) OLDER AMERICANS ACT TITLE VI, PART C			ACCOUNT NO:		
REQUESTED BY:		G. MOORE			DATE:		4-May-23
					GRANT NO:		2302OKOATC-00
Budget Period:		April 1, 2023 - March 31, 2024			<div style="display: flex; justify-content: space-between;"> \$ 28,120.00 </div>		
FUND #	Line Item #/Title	Original Budget	Last Approved Budget	(+ or -) Requested Change Acct. Num.	Revised Budget	Modification Version Current FY	Justification
	INDIRECT COST 905000	\$ 7,627.00					27.12%
	SALARIES 510500	\$ 11,856.00					DIRECTOR = 70% TITLE VI A / 30% TITLE VI C
	FRINGE BENEFITS-PAYROLL TAXES 520500	\$ 1,505.00					70% TITLE VI A / 30% TITLE VI C
	FICHS = 710.18 FICA Med = 165.98 SUTA = 628.37						
	WORKMAN COMP 526000	\$ 54.00					70% TITLE VI A / 30% TITLE VI C
	OFFICE SUPPLIES & EXPENSES 531000	\$ 140.00					80% TITLE VI A / 20% TITLE VI C
	MAINTENANCE SUPPLIES 531010						
	JANITORIAL SUPPLIES 531030	\$ 208.00					80% TITLE VI A / 20% TITLE VI C
	HEALTH SUPPLIES 531050						
	SUPPLIES - CAREGIVER 531055	\$ 500.00					
	PROGRAM SUPPLIES 531080						
	TRAVEL - TRAINING 543000						
	STAFF DEVELOPMENT 543010						
	UTILITIES 550000	\$ 1,108.00					80% TITLE VI A / 20% TITLE VI C
	SATELLITE TV EXPENSE 550010	\$ 1,080.00					CKENERGY 408.00 / RUMLEY 700.00
	REPAIR & MAINTENANCE 561000						
	REPAIR & MAINTENANCE - EQUIPMENT 561010						
	REPAIR & MAINTENANCE - BUILDING 561020						80% TITLE VI A / 20% TITLE VI C
	GSA EXPENSE 566010	\$ 2,040.00					80% TITLE VI A / 20% TITLE VI C
	INTERNET 570539	\$ 600.00					60% TITLE VI A / 40% TITLE VI C
	CLIENT ACTIVITY EXPENSE 580930						
	HEALTH EDUCATION PROJECT 580945						
	COMMUNITY/CULTURAL AWARENESS 580965						
	AUTO INSURANCE 581000	\$ 72.00					60% TITLE VI A / 40% TITLE VI C
	PROPERTY INSURANCE 581000	\$ 120.00					60% TITLE VI A / 40% TITLE VI C
	BANK SERVICE CHARGE 588010	\$ 10.00					60% TITLE VI A / 40% TITLE VI C
	UNIFORMS 589000						
	ELDER CARE CHORES 590509						
	RESPIRE CARE 591700	\$ 1,200.00					
TOTAL:		\$ 28,120.00	\$ -		\$ -	Version No:	FY 2023 - 00
Program Director:		G. MOORE <i>[Signature]</i>				Date:	6/1/2023
Finance Officer:						Date:	
Tribal Administrator:						Date:	

Approved Copy will be scanned and emailed to Program Director

PROGRAM NAME:		AOA NUTRITION OANT-INCENTIVE		ACCOUNT NO:	
REQUESTED BY:		G. MOORE		DATE: 10-May-23	
				GRANT NO: 2302OKOANT-00	
Budget Period:		April 1, 2023 - March 31, 2024		\$ 4,872.00	
FUND #	Original Budget	Last Approved Budget	(+ or -) Requested Change Acct. Num.	Revised Budget	Modification Version Current FY Justification
RAW FOOD 580620	\$ 4,872.00				
TOTAL:	\$ 4,872.00	\$ -		\$ -	Version No: FY 2023-1
Program Director:	G. MOORE	Date 6/1/2023			
Finance Officer:		Date			
Tribal Administrator:		Date			



Caddo Nation of Oklahoma

Child Care

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2353

Membership Meeting Report July 2023

Location: Hasinai Center and Caddo Nation Headquarters

Office Phone: (405) 656-2344

Hasinai Center: (405) 656-2353

Child Care Team Members

18 out of 20 are Native American

09 out of 20 are Caddo Enrolled Members or have Caddo Heritage

Caddo Nation Child Care is supported by the Child Care and Development Fund (CCDF) awarded by the Office of Child Care and is a forward funded program. CCDF funds are used to support our subsidy assistance program, tribally operated center, and our cultural programming.

Budget	Awarded Amount	Comments/Projects
GY21	\$23,813,900.00	Funding Amounts Include annual funding, CARES, CRSA, ARPA, Disaster Funds
GY22 (Fully Awarded)	\$5,848,755.00	Assisting Child Care Subsidy families and providers. Projects Addressing Tornado, High Winds and Flooding Damage for Child Care Providers and Hasinai Facility. Million set aside for New Child Care Facility, Program Growth, and Continuing Subsidy Categorical Eligibility.
GY 23 (Fully Awarded)	\$7,731,031.00	
Current Total	\$37,393,686	

Caddo Nation Child Care Services (April – June)

- **180 Total** Families **326 Total** Children
 - 33** NEW Families **45** NEW children
- **119 Total Providers**
 - **10** NEW Licensed Centers **14** NEW Relative or Home Care Providers
- **\$131,500.00** Average Monthly Subsidy Payments
 - **\$5,066.00** Average Increased payment for: Education, Experience, and Native Lessons
- **\$1,5110,500.00** Total Paid out Provider Stabilization Grant
 - **44** Applicants (38 Approved 6 Denied)
 - **\$7,252,836.00** remaining



Caddo Nation of Oklahoma

Child Care

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2353

Caddo Nation Child Care Program consists of the following

- **Construction Project:** New Facility will be located in the town of Hinton, OK. We hosted a Ground Breaking on July 10, 2023 to celebrate the momentous event for Caddo Nation as a whole. We have a projected finish date in 2025. We are excited to be at this phase as it has taken more than three years preparing for this phase.
- **Subsidy Team:** Caddo Nation is the only Federal Nation offering Categorical Eligibility. Categorical Eligibility allows Federally Recognized Native American families to receive assistance based on a priority rating scale in our 17 county service area. Please reach out to our program for more information please at subsidy@mycaddonation.com ; our team is extremely helpful and oversees the application process with efficiency.
 - **Service Area:**
 - Blaine, Caddo, Canadian, Cleveland, Comanche, Custer, Grady, Garvin, Kingfisher, Kiowa, Lincoln, Logan, McClain, Oklahoma, Pottawatomie, Stephens, and Washita
- **Caddo Cultural Team:** We have been operating the cultural program to build the cultural education environment not only in our Hasinai center but within our provider facilities as well. Caddo Nation offers trainings and incentives for all of our providers and families. Please reach out to Leonard Kionute (Instructor) lkionute@mycaddonation.com; Lena Topaum (Coordinator) Ltopaum@mycaddonation.com for additional information.
- **Hasinai Center Team:** Currently open to ages 2-5 year olds we are finished with all updating to our facility and have a space that meets our children and family's needs. Please reach out to Freda Walsh, fwalsh@mycaddonation.com for further information.
- **Resource and Referral:** Provide resources and engagement opportunities that focus on child development. We are currently processing community data gathered through the summer and fall months to better address needs of our service area. Please reach out to Mary Hill or Renora Moore at outreach@mycaddonation.com

Caddo Nation of Oklahoma
Budget Form

Effective Date: 10/01/2022 - 09/30/2023
 Department: DHHS
 Program Title: Child Care / CCDF
 Contract Number: 21POOKCCDF
 Fund Number: 0660 / 0661 _ Mandatory and Discretionary (GY21)

Revenue

Account Number	Description	Original	Modification	Total
0660	MANDATORY	\$ 747,124.00	\$ -	\$ 747,124.00
0661	DISCRETIONARY	\$ 2,182,112.00	\$ -	\$ 2,182,112.00
	CONSTRUCTION SET ASIDE	\$ 2,000,000.00	\$ -	\$ 2,000,000.00
Total Revenue		\$ 4,929,236.00	\$ -	\$ 4,929,236.00

Expenses (Utilizing 0660, then once funds deplete line items prefix rolls over to fund 0661)

534200	Publications/Advertisement	\$ 20,000.00		\$ 20,000.00
532000	Postage	\$ 30,000.00		\$ 30,000.00
565010	Fuel	\$ 2,000.00		\$ 2,000.00
566020	GSA Lease	\$ 3,000.00		\$ 3,000.00
531000	Office Supplies	\$ 10,000.00		\$ 10,000.00
580600	Food and Meals	\$ 23,563.01		\$ 23,563.01
561000	Maintenance and Repair	\$ 101,932.92	\$ (6,000.00)	\$ 95,932.92
510500	Salary	\$ 667,386.40		\$ 667,386.40
588600	Substitutes	\$ -		\$ -
520500	Payroll Tax	\$ 87,710.56		\$ 87,710.56
521000	Insurance	\$ 20,000.00		\$ 20,000.00
550000	Utility	\$ 10,000.00		\$ 10,000.00
580200	OSBI	\$ 500.00	\$ 6,000.00	\$ 6,500.00
592000	Provider Services	\$ -		\$ -
580980	Field Trips	\$ 3,000.00		\$ 3,000.00
589000	Uniforms	\$ 50,000.00		\$ 50,000.00
539000	Equipment < \$5000.00	\$ 20,000.00		\$ 20,000.00
651000	Equipment > \$5000.00	\$ 5,000.00		\$ 5,000.00
539000	Vehicle Purchase	\$ -		\$ -
531080-230	Program Supplies	\$ 122,563.36		\$ 122,563.36
580970-230	Consumer Education	\$ 2,000.00		\$ 2,000.00
905000-310	Indirect Cost	\$ 400,000.00		\$ 400,000.00
510500-310	Salary	\$ 138,736.00		\$ 138,736.00
520500-310	Payroll Tax	\$ 17,594.63		\$ 17,594.63
521000-310	Insurance	\$ 10,000.00		\$ 10,000.00
539000-310	Equipment < \$5000.00	\$ 10,000.00		\$ 10,000.00
531000-310	Office Supplies	\$ 40,000.00		\$ 40,000.00
510500-200	Salary	\$ 169,832.00		\$ 169,832.00
520500-200	Payroll Tax	\$ 22,417.12		\$ 22,417.12
521000-200	Insurance	\$ 10,000.00		\$ 10,000.00
539000-200	Equipment < \$5000.00	\$ 10,000.00		\$ 10,000.00

	531000-200	Office Supplies	\$ 40,000.00		\$ 40,000.00
	534300-220	Dues, Fees, and memberships	\$ 5,000.00		\$ 5,000.00
	543000-220	Training Travel	\$ 80,000.00		\$ 80,000.00
	XXXXX-220	Storm Shelters	\$ 70,000.00		\$ 70,000.00
	534400-220	Accreditation	\$ 7,000.00		\$ 7,000.00
	531080-220	Program Supplies	\$ 200,000.00		\$ 200,000.00
	580965-220	Community Awareness	\$ -		\$ -
	561030-220	Playground Equipment	\$ 60,000.00		\$ 60,000.00
	543010-220	Staff Development	\$ 20,000.00		\$ 20,000.00
	531075-220	Educational Screening Tools	\$ 20,000.00		\$ 20,000.00
	580948-220	Tribal Activities	\$ 200,000.00		\$ 200,000.00
	531055-220	Provider Supplies	\$ -		\$ -
	580925-220	Mental Wellness	\$ 50,000.00		\$ 50,000.00
	5310445-220	Project Completion Awards	\$ 100,000.00		\$ 100,000.00
	580970-220	Consumer Education	\$ 50,000.00		\$ 50,000.00
	57000-320	Contractual Services	\$ 20,000.00		\$ 20,000.00
	653009	Construction Set Aside	\$ 2,000,000.00		\$ 2,000,000.00
Total Expenses			\$ 4,929,236.00		\$ 4,929,236.00

BUDGET AUTHORIZATION	
Program Director:	
Tribal Administrator:	
Comptroller:	
Tribal Council	



Caddo Nation of Oklahoma

CHR

1514 S. Mission Street | Anadarko, OK 73005 | Phone: 405-656-2882

July 18, 2023

Report from Caddo Nation CHR/Diabetes Program:

Staff:

Sharla Moore-CHR/ Special Diabetes Director

Taylor Edge-CHR/Generalist

Tearza Leemhuis-CHR/Generalist

Sondra Davis-Office Clerk/Elderly Activity Coordinator

The Caddo Nation's Community Health Program is funded by Indian Health Services on a yearly basis to assist Caddo Tribal Members with their health needs. The CHR Program's purpose is to assist eligible Native American individuals and families within our service area to gain access to comprehensive health care services.

All CHR staff members are trained in CPR, First Aid and EMS First Responder.

The CHR Program is often a vital link to health care services for our Native people in rural areas. Our work includes making and rescheduling appointments for clients, pick and delivery of medications, home visits, case screening and management, monitoring patients and health education.

The Caddo Nation Special Diabetes Program assists all Diabetic Tribal members with diabetic assistance. We have a Podiatry Clinic twice (2) a month. We provide diabetic (wellness shoes) once per year. We also provide diabetic supplies, medical assistance.

Completed Trainings and Health Fair

Podiatry Clinic Held one or two times a month.

NIHB Conference in Anchorage, Alaska May 1, through May 5, 2023 (Sharla and Tearza)

Language Class (1) time monthly (Alaina Tahlate)

Transports and prescription deliveries and well checks April 29, 2023 through July 19, 2023:

84 transports



Caddo Nation of Oklahoma

CHR

1514 S. Mission Street | Anadarko, OK 73005 | Phone: 405-656-2882

107 prescription pick-up and deliveries

42 well check visits

227 served through Community Outreach

Tribal Members assisted with medical expenses and Diabetic Supplies:

328 Tribal Members ARPA medical assistance processed.

61 Special Diabetes medical assistance processed.

71 Wellness shoes for Diabetes Management clients.

The Caddo Nation CHR/Special Diabetes Program is working diligently to assist tribal members with their medical needs.

Upcoming:

Healthy Cooking classes virtually and in person TBA.

Health Fair July 2023.

Dog and Cat vaccines TBA

1k fun walk October 2023.

Back to school bash August 2023.

Language class.

Podiatry clinic (2) times monthly.

Expo walk 5k August 5, 2023.

Vaccine drives as needed with the assistance of Indian Health Service.

Sharla Moore
CHR/Diabetes Director

**Caddo Nation
Special Diabetes Program For Indians
Budget Justification-2023**

I. PERSONNEL: **TOTAL: \$48,360.00**
\$24,960
Program Coordinator: 100% FTE \$12.00

This salary is based on the experience of the current technician and the percentage of time that will be required to give program direction and maintain ongoing activities.

CHR/Special Diabetes Director 50% Part time \$22.50 \$23,400

This salary is based upon experience of the current Program Director and percentage of time that will be required to give program direction, attend pertinent training and overall project management.

II. FRINGE BENEFITS: **TOTAL: \$8570.00**

(includes FICA/Medicare, State and Federal Unemployment

FICA-SUTA- WORKMAN COMP. (14%-6770.40).

HEALTH INSURANCE-(\$1200.00 FTE & \$600.00 @50% Part time (Total \$1800.00)

III. TRAVEL & TRAINING: **Total: \$ 3,795.00**

Air Fare, per diem, mileage for pov, parking, rental car, taxi, shuttle ,tolls.

IV. SUPPLIES

Office Supplies: **Total: \$11,000.00**

This figure is to cover costs for educational outreach supplies health fairs, tribal activities and community presentations regarding diabetes and preventative diabetic measures issues. Purchasing of relevant reference materials will be continued. Purchases will be made of a desktop computer, =monitor, current software, tablet, expendable office supplies, (such as pens, printer ink, paper, folders, labels, batteries), program incentives (including but not limited to reusable water bottles, event t-shirts, pedometers, etc.) and any other supplies that will assist in achieving programmatic goals.

Health Supplies:

This figure is based upon average costs for these types of purchases including but not limited to glucometers, test strips, lancets, alcohol pads, test solutions, Nike walking shoes, diabetic socks, insoles, eyeglass assistance, hearing aids and denture assistance for diabetic patients.

V. EQUIPMENT: **0**
No equipment.

VI. CONTRACTUAL **Total: \$13,248.00**

Podiatrist: **Total: 13,200.00**

This figure is calculated at \$1,100 per day x 12 months for one calendar day per month.

Biohazard Disposal: **Total: 1,248.00**

This figure is calculated upon previously contracted amounts to properly dispose of discarded Syringes and lancets and other necessary diabetic individual injection tools.

VII. OTHER:

Community Activities & Educational Sessions: **Total: 1,500.00**

Healthy snacks, water, incentives items for Educational sessions & Activities.

Facility Maintenance: **Total: 1,000.00**

Pest control, insurance on building, electrical, repairs

Xerox/Printing: Educational information for participants. **Total: 1000.00**

GSA Transport Vehicle: Transporting Diabetic Clients to clinics and appts. **Total: 6,000.00**

Total Direct Charges: **Total: 97,235.00**

Indirect Charges: 27.12% IDC COST RATE **\$28,201.00**

TOTAL: \$125,436.00



Caddo Nation of Oklahoma

CHR

1514 S. Mission Street | Anadarko, OK 73005 | Phone: 405-656-2882

CHR/EMS

BUDGET -2023

PERSONNEL:	\$54,080.00
Director - (1/2 salary)1040 x24.00=24960.	
CHR Generalist: 2080 hours FT x 14.00=29120.	
FRINGE BENEFITS: FWH, SS, suta, work comp, insurance	19,180.00
20% of salary:	10,960.
Payroll Tax: 15% of salary	7,878.
TRAVEL/Training:	6,000.00
Per diem-training, conferences, Registration- training, ems conference ,air fare- out of state conference, parking –at airport or for conference, shuttle-to and from airport: tolls-travel on turnpike to conference	
GSA Rental/mileage: (2000. X 12 months)	24,000.00
GSA Vehicle Insurance:	3,000.00
GSA Vehicle Maintenance:	500.00
Telephone/fax 200.x12 mos.	2,500.00
Xerox/Printing: 166x12 mos.	1,757.00
Postage: 60. x 12 mos.	1, 720.00
Health Ed. Projects: (screening, fairs, refreshments, door prizes, t shirts)	5,743.00
Office Supplies/Equipment: expendable office supplies, printers	3,000.00

Caddo Nation of Oklahoma

PO Box 487, Binger, OK 73009

T: (405)656-2344 | W: www.mycaddonation.com



Caddo Nation of Oklahoma

CHR

1514 S. Mission Street | Anadarko, OK 73005 | Phone: 405-656-2882

Equipment maintenance: (computer /telephone repairs)	3,000.00
Facility Maintenance: pest control, electricity, repairs to doors/windows	9,000.00
Rabies Clinic: syringes, vaccine, dip etc.	1000.00
Direct Cost:	120,800.00
Indirect Cost:	13,590.00
TOTAL:	156,991.00



CNEDA SUBSIDIARY PROJECTS FOR STRATEGIC PLANNING

EV CHARGING

- Name of project
- Location: Methodis Road
- Financial constraints
- Capital: Land
- Cost to nearest 10,000
- Development cycle

COMMUNITY SOLAR ENERGY

- Name of Project
- Location: WCD Lands
- Capital: Land
- Cost to nearest 10,000:
- Development cycle:
- Service: Riverside, BIA, Delaware Casino, any other businesses on WCD lands

MANUFACTURING FOR INDUSTRIAL COMMERCIAL

- Name of project
- Location: 1 acre Industrial track, Anadarko, OK
- Capital: Land
- Cost to nearest 10,000

PLUGGING ABANDONED WELLS

- Name of project
- Location: Caddo lands
- Capital: Land
- Cost to nearest 10,000

CADDO INDUSTRIES ENTERPRISE

- Biodigester
- Office Supplies
- Project(s)

OTHER ITEMS

- All energy projects will flow through Clean Energy Power & construction piece will sole source to Arrowood
- Baker Tilly can assist with energy strategic plan with identified information above

TYPE OF ENERGY PROJECTS

- Solar
- Solar & battery
- Land base
- Roof tops
- Gen involved

MICROGRID(S)

- Name of project
- Location: CCF, Hinton, OK
- Financial constraints
- Capital: Land and CCF Building
- Cost to nearest 10,000

TRIBAL UTILITY SERVICE TO GENERATE AND DISTRIBUTE ENERGY

- Name of project: Caddo Nation Utility Service
- Location: Binger/Anadarko, OK
- Financial constraints
- Capital: Land
- Cost to nearest 10,000
- Service: Binger, Anadarko, Hinton...

ARROWOOD PROJECTS

- CCF, Hinton OK \$10.2M
- Cummins Road, Hinton OK \$2.9M
- Cummin Road Waterline, Hinton OK \$310K
- Halfmoon Circle, Gracemont OK \$457K
- CN Grocery, Gracemont OK - Waiting on numbers
- CN Complex Roads and Parking - Waiting on numbers
- Cultural Trailhead Facility, Hinton OK - Waiting on numbers
- Transportation Facility, Binger OK - Waiting on numbers



THE CADDO NATION OF OKLAHOMA

Post Office Box 487 ~ Binger, Oklahoma 73009 ~ Phone (405)656-2344 ~ Fax (405) 656-0961

Caddo Nation Education Programs

Submitted by Carolyn Botone

The Higher Education Program provides scholarships to qualifying tribal member college students. Scholarship amounts vary according to unmet need (as determined by the Federal Student Aid Program), and range between \$500.00 and \$3,000.00 per term. Scholarships are funded on a first come, first served basis for **completed** applications.

The Education Programs fiscal year begins on January 1st of each year. In the Higher Education Program, for CY 2023, we have had:

Number of applications:	126
Number of applications complete:	92
Number of students suspended:	3
Number of students on probation:	2
Number of applications withdrawn:	5
Number of applications pending:	0

The Caddo Nation Adult Education Program provides assistance to qualifying tribal members who are seeking short-term training (one year or less), literacy instruction, cultural enrichment, or basic skills. The amounts of assistance vary according to the costs associated with the type of training/courses that the applicant will be taking. The maximum amount of funding for the training/course(s) is \$4,500.00 per academic year (Aug. 01 through July 31). Applications are funded on a first come, first served basis for **completed** applications. Eligible tribal members must reside within the jurisdiction of the Anadarko Agency (Caddo, Kiowa, Comanche, Cotton, or Tillman Counties in the state of Oklahoma). The numbers of applicants for the Adult Ed. Program tends to be very low because of the jurisdictional boundaries, which is not negotiable in our contract.

The numbers documented below are for the CY 2023:

Number of applications submitted:	5
Number of applications completed:	5
Number of applications withdrawn:	0

The Caddo Nation Job Placement & Training Program provides Job Placement (Direct Employment Assistance) and Job Training (Adult Vocational Training) to interested, and eligible enrolled Caddo Nation members. It provides vocational training assistance and/or assistance for starting new employment. The JP&T Program provides short-term and long-term training assistance, and/or other forms of assistance that would enable participants to train, retrain, and upgrade underemployed and unemployed workers in skill areas for which there is a demand in the labor market. The JP&T Program provides bi-weekly stipends for AVT students to assist with household expenses while in training. The amounts of assistance vary according to number of dependents and need.

Applications are funded on a first come, first served basis for **completed** applications (all requested documentation has been turned in, faxes/copies are not accepted). Eligible tribal members must reside within the jurisdiction of the Anadarko Agency (Caddo, Kiowa, Comanche, Cotton, or Tillman Counties in the state of Oklahoma). The numbers of applicants for the JP&T Program tends to be very low because of the jurisdictional boundaries, which is not negotiable in our contract.

The numbers documented below are for the CY 2022:

Number of applications submitted for AVT:	2
Number of applications submitted for DEA:	2
Total number of applications submitted:	4
Number of applications accepted:	3
Number of applications denied:	1

Additional funding has been appropriated to the Education Department by the Caddo Nation Tribal Council. This funding allows us to assist more students who may otherwise miss out on funding opportunities, such as those who live outside the jurisdiction of the Anadarko Agency. The additional funds available for the Higher Education, Adult Education, and Job Placement and Training Programs are administered by the current guidelines of the P.L. 93-638 programs.

Current Number of students funded through other tribal funds (Higher Ed.)	51
Current Number of students pending through other tribal funds (Higher Ed.)	0
Current Number of students funded through other tribal funds (Adult Ed.)	8
Current Number of students pending through other tribal funds (Adult Ed.)	0
Current Number of students funded through other tribal funds (JP&T)	4
Current Number of students pending through other tribal funds (JP&T)	1

Funding has also been made available for the Education Department to assist tribal member Secondary Education students in grades 1 – 12. The funds allotted are used to encourage students to finish their schooling, and financially assist tribal members attending public schools, including home-schooled students with certain school-related expenses and fees.

Current Number of students funded through other tribal funds (1-12)	11
Current Number of students pending through other tribal funds (1-12)	0

BUDGET FORM

Fund Number: 0515

[illegible]



Caddo Nation

Tribal Enrollment Department

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2344 | Email: enrollment@mycaddonation.com

MEMBERSHIP MEETING REPORT: JULY 2023

Report from Caddo Nation Tribal Enrollment & Burial Program:

Staff:

Patricia Leemhuis: Enrollment Director
Melanie Oyebe: Enrollment Specialist

The Caddo Nation Tribal Enrollment Department is funded by 638 Grants from the Southern Plains Regional Office on a yearly basis to assist the Tribal Membership.

The Total Enrollment currently is 7177 Tribal Members

New Members -60 (1-Pending)
Relinquishments -2 (1-Pending)
CDIB-Address & Name Changes -65
Burials -12 Members
DHS-Tribal Verification -5
Indian Child Welfare Verification -20
Tribal Verification from various tribes -40
Probates Tribal Members Documentation -5
Form BIA-4432. -5

If you have any questions please feel free to contact the Enrollment/Burial Department:

Email: enrollment@mycaddonation.com

Direct Phone Line: Enrollment Director - (405) 345-9861
Enrollment Specialist - (405) 345-9865

Fax Line: (405) 656-0960

CADDO NATION OF OKLAHOMA

BUDGET FORM

Effective Date: January 1, 2023 -December 31, 2023

Department: Tribal Government

Program Title: Aid to Tribal Government

Contract Number:

Fund Number: 00505

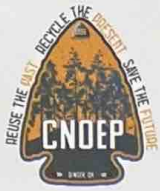
Account Number:	Description	Original	Modifications	Total Amount
Revenue:				
400500	Grant Revenue	93,139.00		\$ 93,139.00
	Total Revenue:	\$ 93,139.00	\$0.00	\$93,139.00
Expenses:				
510500	Salaries	57,720.00		
520500	Fringe Benefits - Payroll	3,000.00		
526000	Workman's Compensation	2,000.00		
521000	Health Insurance (BCBS)	3,500.00		
531000	Office Supplies	2,000.00		
531090	Computer Supplies/ Accessories	1,274.00		
532000	Postage	1,000.00		
533010	Copier Expenses	1,000.00		
534000	Telephone Expense (Mytel)	1,000.00		
539020	Computer Equipment	1,000.00		
534110	Enrollment Software maintenance	2,645.00		
542000	Travel - Meeting	1,000.00		
543000	Travel - Training	2,000.00		
550000	Utilities	-		
570539	Internet (Dobson)	2,000.00		
505040	Enrollment Committee Meetings	12,000.00		
905001	Contract Support (IDC)			
	Total Expense	93,139.00	-	-
Revenue Over(Under) Expenditures		-	-	93,139.00

BUDGET AUTHORIZATION

Program Director _____
Tribal Administrator _____
Finance Manager _____
Tribal Council _____

By Resolution:

Date:



Caddo Nation

Office of Environmental Protection

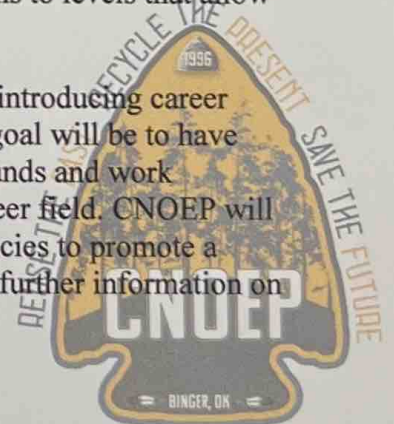
Caddo Nation Membership Meeting

During the last quarter CNOEP has continued providing services to Caddo Nation Tribal members, and members of other Tribal Nations. Services include mold inspections, solid waste cleanups through the means of a roll-off service, and application assistance on the Indian Health Service Sanitation services form. CNOEP will continue to provide these services. To date CNOEP has provided roll off services to 4 different locations. We currently have 2 requests in pending awaiting available roll offs. If you have any questions about these roll off services, please reach out to our staff.

In June CNOEP received notification that we were approved for funding from the Bureau of Indian Affairs (BIA) Tribal Climate Resilience to begin a Rainwater Harvesting Project. This project will be to collect rainwater runoff from the Bison Ridge Travel Plaza and store it into a 40,000-gallon tank for fire suppression support. A system such as this will provide peace of mind for nearby communities and rural areas as well as first responders that rely on systems this these. Projects like this will lessen the strain on our groundwater supply systems, and our neighbors. In addition to the funding for the Rainwater Harvesting, CNOEP has also received funding for capacity building on Climate Resilience. This funding will allow the CNOEP staff to gain essential training on intense droughts, water scarcity, severe fires, and flooding.

CNOEP has also been approved for three additional BIA funding agreements. With these agreements CNOEP will begin the work of expanding the program to further be of service to the Caddo Nation. CNOEP will be working with the BIA's Branch of Fish, Wildlife & Recreation Programs to introduce two new programs to the Caddo Nation. The first program will be an invasive species program, this funding agreement will allow CNOEP to build capacity to target invasive species currently effecting tribally owned lands and lands held in trust. The major focus of this funding will be to combat the spreading of Canada, Musk, and Scotch Thistles. Also, a focus will be placed on the Eastern Red Cedar. Once practices become established, they will be carried out on a repetitive basis with the goal of eradicating the populations to levels that allow native plant species to return and flourish.

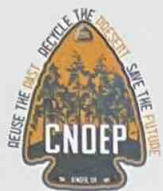
The second program will be Tribal Youth Initiatives which will focus on introducing career opportunities to tribal youth in the fields of natural resources. CNOEP's goal will be to have tribal youth interact with numerous professionals from different backgrounds and work environments to better gain an understanding of the natural resources career field. CNOEP will be collaborating with other tribal programs, universities, and federal agencies to promote a positive learning environment for the youth. Please be on the lookout for further information on



Ph: (405) 656-2344
Fax: (405) 656-0961

117 Memorial Ln Binger, OK 73009

<https://mycaddonation.com>



Caddo Nation

Office of Environmental Protection

Caddo Nation Membership Meeting

this program in the coming months. These funding agreements will begin in August, and we are looking forward to beginning work on these new projects.

The third agreement will be for evaluating groundwater availability on Caddo Nation Jurisdictional Lands, within the Lumpmouth Creek-Canadian River and Lower Sugar Creek Watersheds. The goal of this funding agreement will be to assess the total amount of groundwater available and to determine the sustainable yield of the mentioned watersheds. CNOEP wishes to protect the Caddo Nations water resources and to ensure water availability for current and future water users, continuous groundwater monitoring and modeling of these watersheds will provide us with a better understanding of the impact of over-exploiting our resources.

In April and May Environmental Specialist Brandon Worcester, and Natural Resources Specialist Cameron Roberts attended several capacity building trainings to further educate and expand CNOEP. These trainings were focused on stream and riparian buffers which will assist the CNOEP staff in determining the health of streams currently being observed by the Caddo Nation. Also, trainings on emergency management were attended which will be beneficial to the CNOEP staff on providing emergency services to our immediate community and tribal members. CNOEP completed Community Emergency Response Team (CERT) training. CNOEP is members of the first ever Caddo Nation CERT team, we are excited to be a part of this team and we are ready to be provide support when needed.

Assisted roll off services will be offered three times per quarter.

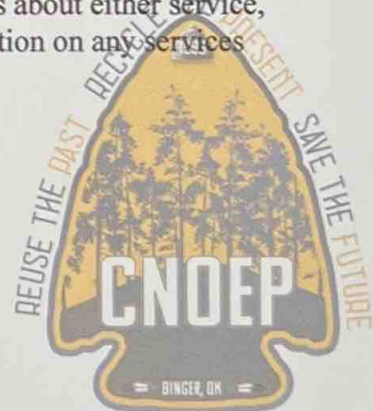
1st Quarter: (Oct – Dec) 2nd Quarter: (Jan – March) 3rd Quarter: (April – June) 4th Quarter: (July – Sept.)

Each member of the CNOEP staff is a certified mold inspector and we will be happy to come to your home and collect a sample. We will also educate everyone on what steps could be taken to keep mold away and what can be done if found. If you have any questions about either service, or to schedule the service please call (405) 656-0990. For further information on any services provided, or information on the CNOEP programs please contact us.

Samuel J. Worcester
Director
jworcester@mycaddonation.com
(405) 656-0990

Cameron Roberts
Natural Resources Specialist I
croberts@mycaddonation.com
(405) 345-9880

Brandon Worcester
Environmental Specialist I
bworcester@mycaddonation.com
(405) 656-0966



Ph: (405) 656-2344
Fax: (405) 656-0961

117 Memorial Ln Binger, OK 73009

<https://mycaddonation.com>

Caddo Nation FY22-23 PPG Grant (Environmental Protection Agency)

Budget Summary - This budget is the total amount for both GAP Grant & the 106 Water Grant which are combined to create a Performance Partnership Grant (PPG).

Budget Category		106 Water	GAP
A. Personnel		\$ 41,600.00	\$ 72,800.00
B. Fringe Benefits		\$ 10,890.00	\$ 17,108.00
C. Travel		\$ 1,916.00	\$ 2,416.00
D. Equipment		\$ -	\$ -
E. Supplies		\$ 2,300.00	\$ 3,500.00
F. Construction		\$ -	\$ -
G. Consultants/Contracts		\$ 2,744.00	\$ -
H. Other		\$ 8,519.00	\$ 6,369.00
Total Direct Costs Minus Cost Share/Match	Federal Funds	\$ 63,993.00	\$ 96,193.00
Total Direct Program Cost Share/Match	5% of Total Federal Request	\$ 3,976.00	\$ 6,000.00
I. Indirect Costs		\$ 11,548.00	\$ 17,802.00
TOTAL PROJECT COSTS		\$ 79,517.00	\$ 119,995.00
	Base Funding	\$ 65,000.00	\$ 100,000.00
	Variable Funding	\$ 14,517.00	\$ 19,995.00
Total PPG Project Cost		\$	199,512.00



Caddo Nation of Oklahoma

Housing

21 Halfmoon Circle | Gracemont, OK 73042 | Phone: 405-480-2100

Caddo Nation Membership Meeting

April - June

July 29, 2023

Housing Board:

Buddy Britton

Chairman

Marilyn Threlkeld

Vice Chairman

Donna Benitez

Treasurer

Vacant

Member

Vacant

Member

Housing Staff:

Vacant

Housing Director

Verna Castillo

Office Manager

Brittney Hernandez

A&O Clerk

Gerald Owings

FSS

Jimmy Beaver

FST

Mason Meeks

FST

Grants: (Updated)	Source:	Awarded Amount:
Indian Housing Block Grant Fiscal Year 22-23	HUD	Approved
Indian Housing Block Grant: ARP	HUD	\$361,767
Homeowners Assistance Fund (HAF) 100%	Treasury	\$428,058
Housing Improvement Program (HIP)	BIA	\$225,753

Assistance Types:

Elder Apartments

The CNDH specifically designed this program to provide for and address the basic housing needs of the elderly. The Regency Oak Apartments are located in Anadarko, OK. Apartments at Regency are one to two bedrooms, there is a laundry facility located on site, and water service is included in the rent.

Family Rental Homes

This program is designed to assist low-income family's rent affordable housing. The Halfmoon Circle Community is located in Gracemont, OK. The 3 to 4 bedroom homes are equipped with washer and dryer hookups. Residents are responsible for utilities.

Affordable Home Ownership Rent to Own

The lease to own program is designed to assist low income families become home owners. The service area for this assistance is restricted to Caddo County.

Homeowner Rehabilitation Program

This program is designed to assist homeowners in making necessary improvements, repairs, modernization, rehabilitation, uniform accessibility modifications, and addressing certain maintenance items. Rehab projects provide assistance up to \$20,000 per unit (Caddo Home Rehabilitation Program)

Caddo Nation of Oklahoma

PO Box 487, Binger, OK 73009

T: (405)656-2344 | W: www.mycaddonation.com



Caddo Nation of Oklahoma

Housing

21 Halfmoon Circle | Gracemont, OK 73042 | Phone: 405-480-2100

Guidelines and Eligibility Policy, 1).

Emergency Housing Assistance

This program is designed to assist eligible, low-income Native American participants with housing related assistance in and during times of crisis and emergency. The program is defined by the CNDH as rental asst., utility asst., homeless prevention, or emergency situations caused by weather, flood, or theft. This program provides assistance in an amount not to exceed \$2,500 in a 5-year period.

Emergency assistance is available to eligible Caddo Tribal members residing in Caddo, Oklahoma, Canadian, Cleveland, Grady, and Custer Counties in Oklahoma (Caddo Emergency Housing Assistance Program Guidelines and Eligibility Policy, pg. 1).

Down payment Assistance

The Down Payment Assistance Program is specifically designed to increase the availability of affordable housing by addressing homeownership on several levels. It combines the Caddo Nation's Indian Housing Block Grant funds with private first mortgages: thereby increasing the number of Native families that can be assisted with Caddo Nation's IHBG funds. This program is designed to be a forgivable loan (grant) with no payback required as long as all of the terms and conditions are satisfied (Caddo Down Payment Assistance Program Guidelines and Eligibility Policy, pg. 2).

Homeowners Assistance Fund-Approved by Treasury

This program is being offered to Caddo Nation homeowners nationwide. The Caddo Nation is able to provide assistance with utilities, internet, and mortgage payments. To be eligible for this program you must meet the requirements listed below:

1. Eligible participants under the HAF must have experienced a financial hardship after January 21, 2020.
2. Your income must be equal to or less than 150% of the area median income or 100% of the median income for the United States whichever is greater.
3. You must be a homeowner and the address listed on your application must be your primary residence.

Update-

- The Caddo Nation Division of Housing has a vacancy for a Director, Scanning Clerk, and Contract Administrator to run the HIP Program.
- 12 new roofs this quarter at Halfmoon
- Major plumbing project at Regency Oak
- Still taking applications for all programs



Caddo Nation of Oklahoma

PO Box 487 | Binger, OK 73009 | Phone: 405-656-0937

Quarterly Report – 2nd Quarter

The Caddo Nation of Oklahoma currently has several open job announcements and job applications available on the Tribe's employment page at:

<https://mycaddonation.com/employment-1>

Position	Department	Closing Date
Housing Director	Housing	Open Until Filled
Security Guard	Security	Open Until Filled
Tag Office Clerk	Tag Office	Open Until Filled
Operations Manager	Childcare	Open Until Filled
Community Outreach Coordinator	Childcare	Open Until Filled
Subsidy Monitor	Childcare	Open Until Filled
Assistant Teacher	Childcare	Open Until Filled
Financial Liaison	Finance	Open Until Filled

Current number of employees: 83

6 - New hires

3 - Separation

- Working with health insurance brokers to audit benefits for all employees, assuring all have been attended to.
- Open enrollment for all staff for benefits.
- Moving all job descriptions to one consistent format.
- Learning new payroll system and teaching staff how to utilize the system.
- Creating job descriptions for new departments.
- Staying on track with evaluations for employees.



Caddo Nation of Oklahoma

I.T. Department

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2344

Program Summary

As of 04-18-23

Staff:

I.T. Contractor

Travis Stockton

Contract Term- 05-01-22 – 05-01-24

Scope of Work:

Computer Service and Repair

Software maintenance including routine virus/spyware scans, Windows updates, and program updates. Hardware maintenance including replacement of faulty parts and hardware upgrades. Diagnose problems of systems and recommend solutions.

Customization of PDF Forms

Creating and revising Adobe PDF forms to fulfill needs of each department. These help streamline day to day operations and will be created by contractor at departments' request.

Additional Work

Assisting with additional work such as printers, copiers, security cameras, access control, software programs, and network infrastructure.

Recent Work:

- Assisted HR with electronic payroll and time management conversion to Paycom
- Continued work with Finance implementing automated workflow
- Work on network infrastructure with buildings on CN Complex
- Assisted with newly acquired buildings in Anadarko
- Assisted with newly created construction company Arrowood

Caddo Nation of Oklahoma

PO Box 487, Binger, OK 73009

T: (405)656-2344 | W: www.mycaddonation.com



Caddo Nation of Oklahoma

Maintenance Department

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-9876

July 29, 2023 Membership Meeting Maintenance Program Summary

Maintenance Staff:

Jimmy Head
Maintenance Director

Xavier Norwood
Maintenance Crew

Eric Autaubo
Maintenance Crew

Joseph Ware
Part-time housekeeping

Maintenance Activities:

- Provides support for all programs including daily maintenance tasks and work orders
- Provides preventative maintenance measures to protect the useful life of the buildings on the complex grounds
- Ensuring that tools and equipment are service and maintained.
- Completes routine inspections of the complex ground to ensure heating/cooling systems are functioning and filters are changed.

Recent work:

- Daily general maintenance of Caddo Nation buildings and the upkeep of the complex grounds
- Preparing and providing maintenance on the lawn mowing equipment for the mowing season
- Spraying for weeds and stickers
- Tree trimming and disposal of broken limbs
- Any daily tasks that is asked of us
- Updating list of contractors used for service calls (i.e. plumbing, electrical, HVAC, etc.)
- Routine lawn care of the Caddo Nation of Oklahoma complex
- Working at McKee's as needed.
- Completing tasks at the ODOT building as scheduled.

CADDO NATION OF OKLAHOMA

BUDGET FORM

Effective Date: January 1, 2023 - December 31, 2023

Department: Indirect Cost (Physical Plant Department)

Program Title: Maintenance Program

Contract Number:

Fund Number: ^0375

Account Number:	Description	Original	Modifications	Total Amount
Revenue:				
400500	Grant Revenue	\$132,721.00		
	Total Revenue:			
Expenses:				
510500	Salary	83,096.00		
520500	Payroll Taxes	13,605.00		
521000	Health Benefits	2,400.00		
531000	Office Supplies	1,500.00		
531005	Safety Supplies	2,000.00		
531010	Maintenance Supplies	12,000.00		
531030	Janitorial Supplies	6,000.00		
534000	Telephone and Internet/Comm	720.00		
539000	Noncapitalized Expenditure<5000	4,500.00		
542000	Mileage	500.00		
543000	Training	1,000.00		
564000	Vehicle Maintenance	3,000.00		
565000	Fuel	2,400.00		
651000	Capitalized Expenditures>5000	-		
	Total Expense	\$132,721.00	-	-
	Revenue Over(Under) Expenditures	(132,721.00)	-	-

BUDGET AUTHORIZATION

Program Director _____

Tribal Administrator _____

Finance Manager _____

Tribal Council _____

By Resolution: _____

Date: _____



Caddo Nation of Oklahoma

PHN

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2344

Quarterly Report – 2nd Quarter April, 2023 - June, 2023

The **Public Health Nursing (PHN) program** focuses on the goals of promoting health and quality of life, and preventing disease and disability within the tribal community.

There is an emphasis on screening, home visits, immunizations, maternal-child health care, elder care, chronic disease, school services, health promotion and disease prevention, case management, population based services, and community disease surveillance.

Home visits – 68
In house assessments – 9
Respite Care – 3
Wound care – 16
Transports – 23
Post discharge care – 10
Referrals – 14
Case management - 98
COVID-19/Flu/Rapid testing – 27
Medicaid/Insurance sign up – 9
Durable Medical Equipment – 6
Webinars/Continuing education – 5
Total Patients seen/assisted – 39

Webinars and Continuing Education

2023 Maternal Health Tribal Community Learning
Models of Dementia Care
Child and Adolescent Behavioral Health: Autism
Cholesterol Summit
Understanding Local Impacts of Public Health Emergency Ending



Caddo Nation of Oklahoma

Security Dept.

PO Box 487 | Binger, OK 73009 | Phone: 405-345-9876

Caddo Nation Membership

The security department for the caddo nation currently employ's (9) personnel this consist of a director of security the asst.chief of security an administration asst. and (6) guards. All guards employed with the security department are cleet certified with (3) of the six guards are now certified as armed guards it is the intention of the security department to eventually have all (6) guards armed. With the growth of the caddo nation the security department has expanded its area of patrol as before this department still maintains its patrol at the caddo nation complex along with the travel plaza which is located at the binger-t but also does daily patrols to gracemont which this consists of patrols at the half-moon housing addition and also the newly acquired convenience store. The security department also continues to patrol to Anadarko with this patrol the security department patrols and checks the newly acquired mckee's store and also the old d.o.t. building along with the western shamrock offices. Included with patrol the department also does the chr offices along with the regency oaks senior apartments. Not only does this department do the driving patrols along these businesses but also foot patrols and building checks. The department continues to patrol the hinton property which is now beginning to have construction started for the future child care facility. There will also be (2) guards assigned to this property within the upcoming month of august. It has always been the objective for the security department to secure and maintain all assets and property owned and operated by the caddo nation of Oklahoma.

Nyles Parton-

Director Of Security



Caddo Nation of Oklahoma

Sorna Dept.

PO Box 487 | Binger, OK 73009 | Phone: 405-345-9876

Caddo Nation Membership

The sorna department consist of (2) employee's a sorna grants administrator and a sorna registry officer. Sorna stands for (sex offender registration and notification act). The sorna department maintains records of sex offender's within the caddo nation coverage area. This department on a regular basis continues to do background checks along with communication with other law enforcement entities to help maintain a safe and secure environment not only for the employee's of the caddo nation but all members as well. All tribal members can go to the ttsors website ttsors stands for (tribe and territory sex offender registry). Not only are the offenders with the caddo nation listed you can also see other tribes within the state of Oklahoma and also out of state tribes offenders. The sorna department continues to strive to make all caddo nation members aware of any possible offenders within your area.

Nyles Parton-

Sorna Grant Administrator

Baylen Bullcoming-

Registry Coordinator

SORNA Grant Annual Budget 2022

	Year 1	Year2	Year 3	Total
Personnel	\$ 66,560.00	\$ 66,560.00	\$ 66,560.00	\$ 199,680.00
Fringe Benefits	\$ 14,949.18	\$ 14,949.17	\$ 14,949.17	\$ 44,847.52
Travel	0	0	0	\$ -
Equipment	0	0	0	\$ -
Supplies	5,596.10	5,600.00	5,600.00	\$ 16,796.10
Construction	0	0	0	\$ -
SubAwards	0	0	0	\$ -
Procurement contract	0	0	0	\$ -
Other costs	\$ 8,340.00	\$ 8,340.00	\$ 8,340.00	\$ 25,020.00
Total Direct Costs	\$ 95,445.28	\$ 95,449.17	\$ 95,449.17	\$ 286,343.62
Indirect Costs 27.12%	\$ 25,884.76	\$ 25,885.81	\$ 25,885.81	\$ 77,656.39
Total Project Costs	\$ 121,330.03	\$ 121,334.98	\$ 121,334.98	\$ 364,000.00

SORNA Grant Budget 2022 - Year 1

Personnel

	Salary	Rate	Time Worked	% of Time	Total Cost
Grant Administrator	\$ 34.00	Hourly	2080	50.00%	\$ 35,360.00
Registry Coordinator	\$ 30.00	Hourly	2080	50.00%	\$ 31,200.00
Total					\$ 66,560.00

Fringe Benefits

	Base	Rate (%)		Total Cost
Grant Administrator	15,976.00	50.00%		\$ 7,988.00
Registry Coordinator	13,922.35	50.00%		\$ 6,961.18
Total				\$ 14,949.18

Travel

0

Equipment

0

Supplies

	# of Items	Unit Cost		Total Costs
Uniforms	1	\$ 2,596.10		\$ 2,596.10
Office Supplies	1	\$ 3,000.00		\$ 3,000.00
Total				\$ 5,596.10

Constructions

0

Subawrds

0

Procurement Contracts

0

Other Costs

	Quantity	Basis	Costs	Length of Time	Total Costs
Telephone	1	Monthly	35.00	12	\$ 420.00
Internet Connection	1	Monthly	45.00	12	\$ 540.00
Water	1	Monthly	125.00	12	\$ 1,500.00
Electricity	1	Monthly	160.00	12	\$ 1,920.00
Equip. Maintenance	1	Monthly	200.00	12	\$ 2,400.00
CTC Cleaners	1	Monthly	130.00	12	\$ 1,560.00
Total					\$ 8,340.00

Total Direct Costs

Total Cost
\$ 95,445.28

Indirect Costs

	Base	IDC Rate (%)	Total Cost
	\$ 95,445.28	27.12%	\$ 25,884.76

Total Project Cost	\$ 121,330.03
---------------------------	----------------------

SORNA Grant Budget 2022 - Year 2

Personnel

	Salary	Rate	Time Worked	% of Time	Total Cost
Grant Administrator	\$ 34.00	Hourly	2080	50.00%	\$ 35,360.00
Registry Coordinator	\$ 30.00	Hourly	2080	50.00%	\$ 31,200.00
Total					<u>\$ 66,560.00</u>

Fringe Benefits

	Base	Rate (%)	Total Cost
Grant Administrator	15,976.00	50.00%	7,988.00
Registry Coordinator	13,922.34	50.00%	6,961.17
Total			<u>14,949.17</u>

Travel

0

Equipment

0

Supplies

	# of Items	Unit Cost	Total Cost
Uniforms	1	2,600.00	\$ 2,600.00
Office Supplies	1	3,000.00	\$ 3,000.00
Total			<u>\$ 5,600.00</u>

Construction

0

Subawards

0

Procurement Contracts

0

Other Costs

	Quantity	Basis	Costs	Length of Time	Total Costs
Telephone	1	Monthly	35.00	12	\$ 420.00
Internet Connection	1	Monthly	45.00	12	\$ 540.00
Water	1	Monthly	125.00	12	\$ 1,500.00
Electricity	1	Monthly	160.00	12	\$ 1,920.00
Equip. Maintenance	1	Monthly	200.00	12	\$ 2,400.00
CTC Cleaners	1	Monthly	130.00	12	\$ 1,560.00
Total					<u>\$ 8,340.00</u>

Total Direct Costs

Total Cost \$ 95,449.17

Indirect Costs

Base	IDC Rate (%)
\$ 95,449.17	27.12%

Total Cost \$ 25,885.81

Total Project Cost

\$ 121,334.98

SORNA Grant Budget 2022 - Year 3

Personnel

	Salary	Rate	Time Worked	% of Time	Total Cost
Grant Administrator	\$ 34.00	Hourly	2080	50.00%	\$ 35,360.00
Registry Coordinator	\$ 30.00	Hourly	2080	50.00%	\$ 31,200.00
Total					\$ 66,560.00

Fringe Benefits

	Base	Rate (%)	Total Cost
Grant Administrator	15,976.00	50%	7,988.00
Registry Coordinator	13,922.34	50%	6,961.17
Total			14,949.17

Travel

Equipment

Supplies

	# of Items	Unit Cost	Total Cost
Uniforms	1	2,600.00	2,600.00
Office Supplies	1	3,000.00	3,000.00
Total			5,600.00

Construction

Subawards

Procurement Contracts

Other Costs

	Quantity	Basis	Costs	Length of Time	Total Costs
Telephone	1	Monthly	35.00	12	\$ 420.00
Internet Connection	1	Monthly	45.00	12	\$ 540.00
Water	1	Monthly	125.00	12	\$ 1,500.00
Electricity	1	Monthly	160.00	12	\$ 1,920.00
Equip. Maintenance	1	Monthly	200.00	12	\$ 2,400.00
CTC Cleaners	1	Monthly	130.00	12	\$ 1,560.00
Total					\$ 8,340.00

Total Direct Costs

Total Cost \$ 95,449.17

Indirect Costs

	Base	IDC Rate (%)	Total Cost
	\$ 95,449.17	27.12%	\$ 25,885.81

Total Project Cost

\$ 121,334.98

End of 3 year Project Cost

\$ 364,000.00



Caddo Nation of Oklahoma

Indian Child Welfare

PO Box 487 | Binger, OK 73009 | Phone: 405-345-9854

The Caddo Nation Social Services- Indian Child Welfare Program is responsible for monitoring children who are placed in guardianships (permanent/temporary), have an active state child welfare investigation, Family Centered Service Plan, or is in an out of home placement in foster care. These children can be in the State of Oklahoma or any other part of the United States. We also involved with Adult Protective Services (APS), on trust property in out tribal jurisdiction. APS are adults due to their age or disability that are unable to care for themselves or do not have an appropriate care giver. The Social Services Indian Child Welfare program is responsible for the intake and process of Crisis and Li-heap applications, and to oversee IIM accounts when needed.

Crisis and Li-heap Applications

The Caddo Nation this quarter have received and processed approximately 36 applications for li-heap and Crisis funds from April to June 2023.

Child Welfare State Custody

There are a total of Twenty Eight Caddo enrolled children in State Custody, with a total of Seventeen families. Listed below are those children's case plan goal, and status of custody.

- 13 Children in Permanent State Custody
 - ☐ 8 children are placed in adoptive homes
 - ☐ 5 do not have an adoptive placement
- 2 children have a case plan goal is alternative placement; these children will age out of the system.
- 1 child is placed in trial reunification
- 5 children have a goal of adoption but parental rights are still intact.
- 7 children have a case plan goal of reunification, no children are having unsupervised visitation with their parents.

The Caddo Nation SS ICW have participated in has participated in in person hearings in Grady, Oklahoma, Custer, and Comanche Counties in the state of Oklahoma, and virtual court in the states of Utah, Colorado, Arkansas, Kentucky, Texas, and NY.

The Caddo Nation SS ICW program sees children in Oklahoma State custody in person at a minimum of every 45 days. The ICW program completed the worker visits in the areas of Edmond, OKC, New Castle, Yukon, Lawton, Sapulpa, Weatherford and Altus. The ICW program speaks with placement providers, permanency workers and the court. Children who are out of state ICW monitors the cases and speaks with placement providers, permanency workers, and the courts.



Caddo Nation of Oklahoma

Indian Child Welfare

PO Box 487 | Binger, OK 73009 | Phone: 405-345-9854

Guardianships

There is Thirty three Caddo Nation children placed in guardianships through the Southern Plains Court of Indian Offences and two in State Guardianships. The Caddo Nation are required to complete worker visits for children and families in guardianships with the BIA who have had recent court hearings, and to work with the children and families to help preserve the family unit if requested by the guardian or bio parent.

The Caddo Nation has one adult in the care of the Caddo Nation, four other adults who are seen and monitored on a regular basis.

Social Services

The Caddo Nation is involved with helping families ensure the elderly and disabled are receiving the care that is required for their health and well-being. The Caddo Nation SS works cooperatively with the Caddo Nation Nurse, Administration on Aging, Caddo Housing, CHR programs, and other outside resources to ensure the needs of the individual are met.

Trainings and Meetings

Caddo Nation SSICW Participates in the Southern Plains Child Protection Team (SPCPT), Oklahoma Indian Child welfare Association, and the National Indian Child Welfare Association. Caddo Nation has participated in monthly meetings and trainings with SPCPT and the Quality Improvement Center.

If you have any further questions please do not hesitate to contact Kathy Butler at 405-656-2344.

The Caddo Nation Tag Office is opened Monday-Friday, 8am to 4:15pm. To register a new vehicle you can come to the complex or you can mail in your information. To renew a tag you can email, mail or come in. The Caddo member on the title must have a valid Oklahoma driver's license, CDIB and the vehicle's insurance for all tag transactions.

Between April 2023 to June 2023 the Tag Office revenue was \$89,560.26. There was 521 renewals and 160 new tags and titles issued.

Thank you

Elizabeth Circles



☎ 405.656.0973
✉ kweathers@mycaddonation.com
📍 117 Memorial Lane Binger, Oklahoma 73009

QUARTERLY REPORT

APRIL - JUNE 2023

ROAD AND BRIDGE ASSESSMENTS

- Total roads assessed – 5
- Total bridges assessed – 0
- Total miles of assessed roads and bridges – 8

HIGHLIGHTS

- Hinton property road construction is estimated to begin Spring 2024.
- The Caddo Nation received the Safe Streets 4 All (SS4A) grant through the Federal Highway Administration. The grant is for \$493,572 and will be used to establish a safety action plan, which in turn, will be utilized to apply for implementation funding.
- Moved the current Field Technician to Transportation Director and hired a new Field Technician with intentions of hiring 1-2 more.
- Began initial steps to acquire funding to build a new Transportation Facility.
- Began initial steps to acquire funding develop an internal road maintenance program.
- Began list of equipment needed for road maintenance program.

CONTINUOUS ITEMS

- Partnering with Arrowood Kakinah Enterprise to identify where their assistance is needed within transportation.
- We are working with our contracted road engineer and design technician to assure accurate road construction plans are completed for different Tribal owned properties.
- Training is continuous for transportation, however, Transportation Field Technician attended trainings for ESRI GPS mapping, BIA mapping software training, and survey training.
- Attend all SS4A meetings until grant objectives are accomplished and the performance period comes to an end.
- Meetings with BIA to maintain partnership and gain knowledge of funding opportunities.

FUTURE ITEMS OF PLANNING

- OSHA, Forklift, Skidsteer, and Scissorlift training for July and August.
- Planning for construction or reconstruction of rest areas/Caddo TrailHead

CADDO NATION OF OKLAHOMA

BUDGET FORM

Effective Date: _____ Date Awarded - Until Spent _____

Department: _____ TRANSPORTATION _____

Program Title: _____ TTP 2% PLANNING _____

Contract Number: _____ A21AV01006 _____

Fund Number: _____ 508 _____

Account Number:	Description	Original	Modifications	Total Amount
Revenue:				
400500	Grant Revenue	100,000.00	26589.79	126,589.79
	Total Revenue:	\$100,000.00		\$126,589.79
Expenses:				
510500	Salary Director	-	26589.79	26,589.79
531000	Office Supplies & Expenses	3,500.00		3,500.00
531005	Safety Supplies	8,200.00		8,200.00
532000	Postage	150.00		150.00
534010	Communications	1,260.00		1,260.00
539010	Office Furniture	9,900.00		9,900.00
542000	Travel Mileage	2,800.00		2,800.00
570000	Contractual Services	66,890.00		66,890.00
	GPS equipment and GIS Software	4,300.00		4,300.00
	Field Supplies	3,000.00		3,000.00
	Total Expense	100,000.00	26,589.79	126,589.79
	Revenue Over(Under) Expenditures	-	(26,589.79)	-

BUDGET AUTHORIZATION

Program Director _____

Tribal Administrator _____

Finance Manager _____

Tribal Council _____

Paula Anderson
Peddy Echavarria
Travis...
Approved by Resolution
 By Resolution: _____
 Date: _____



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

BIA-2% TTP Planning Budget Justification

8/27/2022

Account #	Name	Budget
510500	Salary Director	\$26,589.79
531000	Office Supplies & Expenses	\$3,500
531005	Safety Supplies	\$8,200
532000	Postage	\$150
534010	Communications	\$1,260
539010	Office Furniture	\$9,900
542000	Travel Mileage	\$2,800
570000	Contractual Services (TTP Principal Engineer and/or Senior Design Technician)	\$66,890
	GPS and GIS Software	\$4,300
	Field Supplies<5,000	\$3,000
	Total	\$126,589.79

510500 Salary Director \$26,589.79
The total amount of $\$31.25/\text{hr.} \times 850.87 = \$26,589.79/\text{yr.}$

531000 Office Supplies & Expense \$3,500
The total amount of funding will be used to purchase supplies including but not limited to file folders, paper, pens, envelopes, paperclips, stapler, and notepads. Items used to perform the daily tasks within an office setting. Supplies can include cost of Plotter paper and ink for map making and route marking.

531005 Safety Supplies \$8,200
Cost will include any and all protective measures to include, PPE necessary to perform the work of the funding, and vehicle safety additions i.e. safety lights, tool box for loose safety items, safety signage and safety apparel while in the field.

532000 Postage \$150
Cost of purchasing stamps. Stamps purchased to mail approval and denial letters to applicants.

534010 Communications \$1,260
Cost is associated with telephone service and internet costed at $\$40.01/\text{month} = \$480/\text{year}$, telephone service (cell) is $\$65/\text{month} = \780 with a total of $\$1,260$ per year



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

539010 Office Furniture

\$9,900

Cost associated with a physical office workspace including desk, bookshelves, and other items to store and maintain a workstation (\$3,600). Map filing system is \$6,250 for maps and plot map storage.

542000 Travel Mileage

\$2,800

Cost is calculated at GSA mileage for current rates of \$0.56/mile and road work estimated at 5,000 miles per year = \$2,800

570000 Contractual Services

\$66,890

Contract Principal Engineer (\$125/hour) can work approximately 535 hours and/or Senior Design Technician (\$85/hour) can work approximately 787 hours.

GPS equipment and GIS Software

\$4,300

Cost is associated with GIS mapping software (\$2,800) and GPS handheld Trimble unit (\$3,500)

Field Supplies

\$3,000

Cost is associated with road supplies, such as cones, barriers, all road taping under the cost of \$5,000 that does not rank as equipment.

Contract Support

Indirect Cost is negotiated at 27.12% currently. Contract Support will be determined later.

CADDO NATION OF OKLAHOMA

BUDGET FORM

Effective Date: _____ Date Awarded - Until Spent _____

Department: _____ TRANSPORTATION _____

Program Title: _____ TTP 2% PLANNING _____

Contract Number: _____

Fund Number: _____ 508 _____

Account Number:	Description	Original	Modifications	Total Amount
Revenue:				
400500	Grant Revenue	100,000.00		100,000.00
	Total Revenue:	\$100,000.00		\$100,000.00
Expenses:				
531000	Office Supplies & Expenses	3,500.00		3,500.00
531005	Safety Supplies	8,200.00		8,200.00
532000	Postage	150.00		150.00
534010	Communications	1,260.00		1,260.00
539010	Office Furniture	9,900.00		9,900.00
542000	Travel Mileage	2,800.00		2,800.00
570000	Contractual Services	66,890.00		66,890.00
	GPS equipment and GIS Software	4,300.00		4,300.00
	Field Supplies	3,000.00		3,000.00
	Total Expense	100,000.00	-	100,000.00
	Revenue Over(Under) Expenditures	-	-	-

BUDGET AUTHORIZATION

Program Director _____
Tribal Administrator _____
Finance Manager _____
Tribal Council _____

Paula Anderson
Debra Spence
Approved

By Resolution: 0-8 2021-05

Date: Aug 12, 2021



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

BIA-2% TTP Planning Budget Justification

8/27/2022

Account #	Name	Budget
531000	Office Supplies & Expenses	\$3,500
531005	Safety Supplies	\$8,200
532000	Postage	\$150
534010	Communications	\$1,260
539010	Office Furniture	\$9,900
542000	Travel Mileage	\$2,800
570000	Contractual Services (TTP Principal Engineer and/or Senior Design Technician)	\$66,890
	GPS and GIS Software	\$4,300
	Field Supplies<5,000	\$3,000
	Total	\$100,000

531000 Office Supplies & Expense *\$3,500*

The total amount of funding will be used to purchase supplies including but not limited to file folders, paper, pens, envelopes, paperclips, stapler, and notepads. Items used to perform the daily tasks within an office setting. Supplies can include cost of Plotter paper and ink for map making and route marking.

531005 Safety Supplies *\$8,200*

Cost will include any and all protective measures to include, PPE necessary to perform the work of the funding, and vehicle safety additions i.e. safety lights, tool box for loose safety items, safety signage and safety apparel while in the field.

532000 Postage *\$150*

Cost of purchasing stamps. Stamps purchased to mail approval and denial letters to applicants.

534010 Communications *\$1,260*

Cost is associated with telephone service and internet cost at \$40.01/month = \$480/year, telephone service (cell) is \$65/month = \$780 with a total of \$1,260 per year

539010 Office-Furniture *\$9,900*

Cost associated with a physical office workspace including desk, bookshelves, and other items to store and maintain a workstation (\$3,600). Map filing system is \$6,250 for maps and plot map storage.

Caddo Nation of Oklahoma

PO Box 487, Binger, OK 73009

T: (405)656-2344 | W: www.mycaddonation.com



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

542000 Travel Mileage *\$2,800*

Cost is calculated at GSA mileage for current rates of \$0.56/mile and road work estimated at 5,000 miles per year = \$2,800

570000 Contractual Services *\$66,890*

Contract Principal Engineer (\$125/hour) can work approximately 535 hours and/or Senior Design Technician (\$85/hour) can work approximately 787 hours.

GPS equipment and GIS Software *\$4,300*

Cost is associated with GIS mapping software (\$2,800) and GPS handheld Trimble unit (\$3,500)

Field Supplies *\$3,000*

Cost is associated with road supplies, such as cones, barriers, all road taping under the cost of \$5,000 that does not rank as equipment.

Contract Support

Indirect Cost is negotiated at 27.12% currently. Contract Support will be determined later.

CADDO NATION OF OKLAHOMA

BUDGET FORM

Effective Date: _____ **Date Awarded - Until Spent** _____
Department: _____ **TRANSPORTATION** _____
Program Title: _____ **HIP-CRRSSA FUNDS** _____
Contract Number: _____
Fund Number: _____ **509** _____

Account Number:	Description	Original	Modifications	Total Amount
Revenue:				
400500	Grant Revenue	321,131.08		321,131.08
	Total Revenue:	\$321,131.08		\$321,131.08
Expenses:				
510500	Salary Director	65,000.00		65,000.00
520500	Fringe Benefits-Payroll Taxes	10,000.00		10,000.00
526000	Worker's Compensation	5,000.00		5,000.00
521000	Health Insurance	5,000.00		5,000.00
531000	Office Supplies & Expenses	3,500.08		3,500.08
531005	Safety Supplies PPE	5,000.00		5,000.00
533000	Printing and Reproduction	6,000.00		6,000.00
532000	Postage	500.00		500.00
534010	Communications	1,260.00		1,260.00
539010	Transportation Expense	20,000.00		20,000.00
542000	Travel Mileage	2,800.00		2,800.00
570000	Contractual Services	152,071.00		152,071.00
570500	Professional Expenses	35,000.00		35,000.00
580300	Meeting Expenses	5,000.00		5,000.00
580500	Public Outreach	5,000.00		5,000.00
	Total Expense	321,131.08	-	321,131.08
	Revenue Over(Under) Expenditures	-	-	-

BUDGET AUTHORIZATION

Program Director _____
 Tribal Administrator _____
 Finance Manager _____
 Tribal Council _____

Paula Anderson
Betty Sponsel
Approved

By Resolution: 0-8-2021-05

Date: Aug 12, 2021



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

BIA HIP-CRRSSA Budget Justification

8/27/2022

Account #	Name	Budget
510500	Salary Director	\$65,000
520500	Fringe Benefits-Payroll Taxes	\$10,000
526000	Worker's Compensation	\$5,000
521000	Health Insurance	\$5,000
531000	Office Supplies & Expenses	\$3,500.08
531005	Safety Supplies PPE	\$5,000
533000	Printing and Reproduction	\$6,000
532000	Postage	\$500
534010	Communications	\$1,260
539010	Transportation Expense	\$20,000
542000	Travel Mileage	\$2,800
570000	Contractual Services	\$152,071
570500	Professional Expenses	\$35,000
580300	Meeting Expenses	\$5,000
580500	Public Outreach	\$5,000
	Total	\$321,131.08

510500 Salary Director *\$65,000*

The total amount of \$31.25/hr. x 2080 = \$65,000.00/yr.

520500 Fringe Benefits-Payroll Taxes *\$10,000*

The estimated total amount of \$10,000 to cover SUTA, FUTA, Social Security, and Unemployment taxes for the year.

526000 Worker's Compensation *\$5,000*

The estimated total amount of \$5,000 to cover Worker's Compensation rate for the year.

521000 Health Insurance *\$5,000*

The estimated total amount of \$5,000 to cover Health Insurance for director.

531000 Office Supplies & Expense *\$3,500.08*

The total amount of funding will be used to purchase supplies including but not limited to file folders, paper, pens, envelopes, paperclips, stapler, and notepads. Items used to perform the daily tasks within an office setting. Supplies can include cost of Plotter paper and ink for map making and route marking.

Caddo Nation of Oklahoma

PO Box 487, Binger, OK 73009

T: (405)656-2344 | W: www.mycaddonation.com



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

531005 Safety Supplies

\$5,000

Cost will include any and all protective measures to include, PPE necessary to perform the work of the funding, and vehicle safety additions i.e. safety lights, tool box for loose safety items, safety signage and safety apparel while in the field.

533000 Printing and Reproduction

\$6,000

Cost associate printing informational pamphlets and materials for meeting and community outreach. Cost can also include production cost of technical plans.

532000 Postage

\$500

Cost of purchasing stamps. Stamps purchased to mail approval and denial letters to applicants.

534010 Communications

\$1,260

Cost is associated with telephone service and internet costed at \$40.01/month = \$480/year, telephone service (cell) is \$65/month = \$780 with a total of \$1,260 per year

539010 Transportation Expense

\$78,070

Cost can be associated with transit costs and costs to travel.

542000 Travel Mileage

\$2,800

Cost is calculated at GSA mileage for current rates of \$0.56/mile and road work estimated at 5,000 miles per year = \$2,800

570000 Contractual Services

\$152,071

Contract Principal Engineer (\$125/hour) can work approximately 535 hours and/or Senior Design Technician (\$85/hour) can work approximately 787 hours.

5700500 Professional Expenses

\$35,000

Cost is associated with professional surveyor and professional environmental assessments.

580300 Meeting Expenses

\$5,000

Cost is associated with meeting cost such as professional association's fees, cost for public announcements public meetings, and meetings with BIA, ODOT, and other entities while working on the funding.

580500 Public Outreach

\$5,000

Cost may include any public venue or mass mailing to promote Transportation LRTP, TTP, and TTIP work associated with building or creating facilities, transit system, cultural roadways, and other identified projects.



Caddo Nation of Oklahoma

Transportation

117 Memorial Lane | Binger, OK 73005 | Phone: 405-656-2344

Contract Support

Indirect Cost is negotiated at 27.12% currently. Contract Support will be determined later.

Caddo Travel Plaza

Second Quarter – April 2023 – June 2023

The Caddo Travel Plaza (CTP) serves the communities of Binger, Binger-Y, Gracemont and surrounding area with gas, snacks, beverages, etc.

CTP Binger 117 Bison Road, Gracemont, OK 73042 – 405.345.9865 7:00am – 6:00pm **Daily**

CTP Gracemont 214 North 2nd Street, Gracemont, OK 73042 – 405.901.4060 – 6:00am – 8:00pm **Daily**

CTP Staff

we have welcomed two new employees in this quarter bringing CTP staff to eight employees.

7 of 8 are Native American | 6 of 7 are Caddo Members or Caddo Descendants

E'cho Martin – August 2021 – *General Manager*

CTP Binger

Tony Martin – October 2021 – *Lead Cook | Clerk*

Jimmie Cyphers – February 2022 – *Lead Clerk | Cook*

Tony Espinosa – February 2023 – 2nd *Cook | Clerk*

CTP Gracemont

Senaida Brown – February 2023 – *Lead PM Clerk*

ChristyAnn Brown – February 2023 – *Lead AM Clerk*

Kenneth Hadley – May 2023 – *PM Clerk*

Robert O'Neal – May 2023 – *AM Clerk*

CTP Binger is working towards opening the café therefore we are doing a test kitchen offering a lunch special (11am-1pm or until supplies last), working on different menu items, this is giving our customers a fast casual meal option which gives us good feedback and a glimpse to what will sell.

CTP Gracemont is work in process, we are working to offer more grocery store options; we have brought in fresh vegetables and fruits as well dairy and some frozen goods. We are in continuous pursuit of finding the best vendors to serve our customers with the best products.

Up and coming...

CTP Binger having a complete staff to open and operate a new and revitalized café, which will offer our customers a new seat down and enjoy a meal restaurant experience.

CTP Gracemont to offer a one stop shop for all your quick store runs.



Caddo Nation of Oklahoma

P.O. Box 487 Binger, OK 73009 | Phone: 405-656-2344

Wildland Fire Program:

- Working with BIA to process fire fighter applications as they are received
- Once we have enough applicants, and they have passed BIA requirements, we will work to begin running the Fire Program
- Total applicants received: 11
- Total applicants processed: 5
- Total Caddo Nation volunteer fire fighters: 6 Caddo Nation Employees
- Brush truck training conducted March 2023, 4 employees in attendance
- The small volunteer fire fighter force has been established to assist any surrounding community when needed
- The Caddo Nation has three fully functional fire trucks that are ready to be deployed and one truck that needs minor work on the pump but can be deployed

K-9 Search and Rescue:

The Caddo Nation Search and Rescue program is in the process of establishment. This program is to assist emergency response officers in an emergency situation where a missing person is a possibility.

'Gretel' (k-9) has been in Tracking lessons for the last three weeks, which she has been exceling. Once training is completed, internal training sessions will begin as well as study time to achieve certification for both myself and Gretel.

As of June 30th 2023 The Caddo Nation has partnered with the Southern Plains Tribal Health Board, whom has been gracious of enough to provide \$15,000 stipend to fund the K-9 Search and Rescue program.