



PEORIA TRIBE

OF INDIANS OF OKLAHOMA

Tribal Citizen Reimbursement Program for School Supplies/School Clothes

The Peoria Tribe of Indians of Oklahoma has established a program for reimbursement of school supplies or clothes for enrolled citizens of the Peoria Tribe of Indians of Oklahoma nation-wide. This will be an annual program subject to budget approval each year by the Peoria Tribal Business Committee. Reimbursements will be made in accordance with the following program overview and made payable to the legal parent/legal guardian submitting the application. Reimbursement checks will be mailed to the address as listed on the application.

Eligibility:

1. Student must be an enrolled Peoria Tribe of Indians of Oklahoma citizen, age 4-18
2. Student must be enrolled in a State Accredited Public School System, grades Pre-K-12th grade (see attached required form(s) for the school to fill out) or homeschooled (see attached required form(s) to be filled out by parent/guardian.
3. The Parent/Guardian applying on the student's behalf must be the legal custodial parent, legal guardian, foster parent, or caseworker at the time the application is processed.

Program Overview:

1. The Peoria Tribe of Indians of Oklahoma Reimbursement for School Supplies/School Clothes reimburses enrolled families with up to \$500 to cover the expenses to attend Pre-K-12 grade.
2. Each student is eligible to apply for reimbursement up to 3 times a fiscal year up to the \$500 max per student. **Only one application will be accepted per student per period.**
3. Applications must be submitted by mail or turned in at the Tribal Headquarters. No emails or faxes will be accepted.
4. **Submitted receipts** must be the original itemized receipt, dated May 1st - May 31st of each fiscal year with the store name. Any receipts submitted not falling between these dates will be returned. **Online receipts** will be accepted with order date, clothing items purchased and total. Only send full receipt/full email. No screen shots or partial receipts. No order summary or shipment summary. Receipts must be grouped and labeled by student.
5. Receipts will NOT be accepted for the following reasons:
 - a. If combined with other purchases (ex. toiletries, food, non-clothing/school supply items).
 - b. If highlighters are used on the receipts. Do not highlight.
 - c. Receipts are stapled or taped. The date is not on the receipts.
 - d. **NO EXCEPTIONS!!**
6. It is the submitters's responsibility to make copies of receipts for their records.

NOTE: The application will be considered INCOMPLETE and returned to submitter for completion, if not signed; filled out completely or if all requested documents are not turned in.

Examples of costs allowable for reimbursement under this program include school supplies (paper, pencils, pens, notebooks, backpacks, etc., and shoes, clothes, school uniforms, lab fees, activity fees, summer school fees, or other fees charged by the school system.)

All applications for reimbursements must be submitted to the Tribal Programs Department at the Peoria Tribal Office.

PERIOD	MONTHLY PROCESSING DEADLINE
Period 1 – July 1 st through July 31 st	July 31 st
Period 2 – August 1 st through August 31 st	August 31 st
Period 3 – September 1 st through September 30 th	September 30 th
Period 4 – October 1 st through October 31 st	October 31 st
Period 5 – November 1 st through November 30 th	November 30 th
Period 6 – December 1 st through December 31 st	December 31 st
Period 7 – January 1 st through January 31 st	January 31 st
Period 8 – February 1 st through February 28 th	February 28 th
Period 9 - March 1 st through March 31 st	March 31 st
Period 10 – April 1 st through April 30 th	April 30 th
Period 11 - May 1 st through May 31 st	May 30 th
Period 12 - June 1 st through June 30 th	June 30 th

Applications must be received, in the office, by the deadline date to be processed for that period. Any incomplete applications or postage due applications will not be accepted and will be returned for your completion.

Required Documents:

- Complete application, signed and submitted by the student’s legal parent/legal guardian
- Copy of student’s Peoria Tribe of Indians of Oklahoma Citizenship card
- Proof of school enrollment (see attached form to be filled out by students’ school or if home schooling see attached form)
- Proof of custody or guardianship: if the applicant is not the student’s legal custodial parent, submit the most current court documents or DHS approved letters of verification showing proof of custody or guardianship



PEORIA TRIBE OF INDIANS OF OKLAHOMA

Tribal Citizen Reimbursement Program Application For School Supplies/School Clothes

Please print:

Parent/Guardian Name: _____
First Last YEAR OF BIRTH

Address: _____
City/State/Zip Code

Phone Number: _____

Please print:

Student's Name: _____
First Middle Last

(Only one application will be accepted per student per period)

Student's Tribal Roll #: _____ Birth date: _____

(Attach copy of students' membership card)

School Attending: _____

(Attach original certification of enrollment from school)

Grade: _____ Age: _____

MUST BE ATTACHED: (check list below)

Copy of Tribal Membership Card

Original Certification of School Enrollment

Original Receipts (not copies) of Purchases for School Supplies/Clothes

All receipts must show date and amount of transaction with description of item purchased.

Receipts submitted must be dated between May 1st - May 31st of each fiscal year

Date: _____ Signature: _____

MUST BE SIGNED BY LEGAL PARENT/LEGAL GUARDIAN OR APPLICATION IS INCOMPLETE

DO NOT WRITE BELOW THIS LINE/OFFICE USE ONLY

Period Received: _____ Date Received: _____ Membership Confirmed: _____ Check Mailed: _____

1. Please fill out the chart below indicating requested reimbursement amounts for each store. **Please note that we will accept receipts dated May 1 - May 31 of each fiscal year.**

2. Please write the child's name on the receipt if there is more than one child in the household.

Store Name	Date on Receipt	Amount per Receipt
Example: TARGET (DO NOT HIGHLIGHT RECEIPTS DO NOT COMBINE KIDS ON ANY RECEIPT)	08/24/2022	\$53.00

By signing below, I hereby apply for the Peoria Tribe of Indians of Oklahoma’s Tribal Citizen Reimbursement for School Supplies/School Clothes Program.

1. I am aware that only school supplies/school clothes receipts may be submitted for reimbursement.
2. All original receipts must be turned into the Peoria Tribal Programs Department via mail or in person with the student’s name and citizenship numbers written on the top of the receipts and must be limited to one student per receipt.
3. Reimbursement checks will only be issued to the Legal Custodial Parent or Legal Guardian.

Date: _____ Signature: _____

MUST BE SIGNED BY LEGAL PARENT/LEGAL GUARDIAN OR APPLICATION IS INCOMPLETE



PEORIA TRIBE

OF INDIANS OF OKLAHOMA

118 S Eight Tribes Trail • PO Box 1527

Miami, OK 74355

918-540-2535

Student School Clothing/Supplies Reimbursement Program

Please print:

Student's Name: _____
First Middle Last

THIS PAGE TO BE COMPLETED BY THE STUDENT'S SCHOOL

INSTRUCTIONS FOR SCHOOL: Please complete the following fields and affix your school's official stamp/seal to this form OR provide a signed verification of enrollment on school letterhead. Upon completion, please return the form or letter to the legal parent/legal guardian of the student list above.

School Name: _____

School Address: _____
Street address City State Zip

School Contact
Name and Title: _____

School Office Phone +ext.: _____ School Year: _____ Student Grade: _____

YOUR SIGNATURE HERE VERIFIES THAT THE ABOVE-NAMED STUDENT IS CURRENTLY ENROLLED IN THE LISTED SCHOOL AND MEETING REQUIREMENTS AS OF THIS DATE.

School Official Signature: _____

Date: _____

Stamp/Seal Here



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Student School Clothing/Supplies Reimbursement Program

HOME SCHOOL ENROLLMENT

If your child is NOT homeschooled, please disregard this form*

You must attach a copy of the school year curriculum or original textbook receipts with this form.

Failure to attach the curriculum or textbook receipts will delay the process of this application.

I, the undersigned, hereby attest, that my child(ren) (**please list grade next to name of child**).

are homeschooled at the home of _____

located at: _____

I affirm the enclosed curriculum is the curriculum that my child(ren) will be receiving and/or the enclosed original textbook receipts are the textbooks that will be used by my child(ren) during the school year.

Head of Household (print): _____ Date: _____

Head of Household Signature: _____