



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 of 2022-May 31st of 2023 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, 2023 through January 31, 2023	January 31, 2023
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