

**PETER BALLANTYNE CREE NATION
EMERGENCY ASSISTANCE PROGRAM**

DRAFT

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1. BACKGROUND

Peter Ballantyne Cree Nation (PBCN) Chief and Council have been providing emergency assistance to membership since the early 1990's. In the last decade, these costs have been growing exponentially and over the years millions of dollars have been spent on emergency assistance.

The Emergency Assistance Program (EAP) is funded through annual gaming revenues transferred to PBCN by Prince Albert Grand Council (PAGC). Each Community of PBCN contributes a portion of their gaming revenues to the EAP program. EAP is not funded by any provincial and/or federal government agency/department and not even Indian and Northern Affairs Canada (INAC).

The total amount of EAP funds available to each Community is, at present, contingent on their population and contributed gaming revenues. Should a community exhaust their contributed portion, they are not being eligible for more until more funds are available from gaming revenues. Conversely, if at the end of the fiscal year a community realizes a surplus balance in their emergency assistance program they will retain that balance and carry it over into the next fiscal year for future allocation.

PBCN Social Development Program The PBCN Social Development program may provide emergency assistance funding to on-reserve social clients pending their eligibility and the nature of the emergency. In such instances, the EAP Coordinator will consult with the Director of Social Development or the Social staff. The EAP coordinator will be knowledgeable of all of the alternatives.

Workplace Benefits

Some employee's of PBCN or other entities are provided with workplace benefits through work depending on the nature of the emergency. Some employees are able to obtain assistance through benefits provided in Federal Laws or programs. In such instances, the EAP Coordinator will consult with the carriers of workplace benefits and Government officials for statutorily mandated benefits or Federal programs. In addition, the EAP will seek confirmation on eligibility of the applicant for emergency assistance from other sources prior to accessing PBCN funded emergency assistance. If time is off the essence and workplace or statutory benefits will take some time to obtain, then the EAP may provide a loan to the individual upon signing a contractual commitment to reimburse the EAP when the other funds are received.

Location

The EAP office is located on the Opawikoscikan Reserve #201, in Prince Albert, Saskatchewan. The program is centralized while the program is reorganized in order to closely monitor the performance of and work to improve this new policy. At present, the community of Sandy Bay currently utilizes this policy and as education of community members about the program increases so does its effectiveness.

Lines of Family

It is a reality that there are large families in all PBCN communities. Funds in the past have been released to several representatives of one family for a single emergency. This has led to excessive costs for some emergencies and the inability to provide funds for other emergencies.

Designated Family or Friends

In order to solve this problem, each family will be asked to provide the names of responsible individuals in order of preference who are designated to apply for emergency assistance. It will be the responsibility of the family in each instance to designate the appropriate people in the appropriate order who are able to apply under this program. A lump sum based on allowable rates is paid to the designated member of the household and they administer the Emergency funds for the family for each emergency.

EAP Coordinator's Default Decision

If families do not name individuals in order of preference, the EAP coordinator will make the decision as to who should receive the funds in consultation with the family and the councillor in the community. In such a case the decision of the EAP coordinator as to who to provide the money to is final. The onus will then be on the person who receives the funds to use them properly.

2. PROGRAM OBJECTIVES

PBCN leadership has an obligation to its membership by helping in times of crisis. But, that obligation also extends to the securing and maintaining of current and existing financial obligations which include the curbing of unnecessary spending. Chief and Council have and will continue to provide emergency financial assistance to those who may need it and whose situation or emergency meets the criteria contained within this policy.

EAP is designed to help those who are not in a position to help themselves with respect to their personal lives and family situations.

3. WHAT IS AN EMERGENCY?

An emergency is a sudden crisis requiring action and a number of examples have been provided in the preceding paragraph. It is an unexpected or sudden event that must be dealt with urgently. Sometimes the person(s) faced with an emergency are not currently working and therefore require help from their local Government. A working person may also be faced with similar situations and are unable to help their families during these difficult times. Such personal crises may include but are not limited to;

- attendance at the funeral of a loved one,
- terminal illness,
- sudden ill health,
- life threatening situations (i.e. surgery),
- miscarriages; delivery of a newborn child involving medical complications
- motor vehicle accidents; injuries,
- house fires, acts of God, etc.

4. ASSISTING NON REGISTERED PBCN MEMBERS

The Emergency Assistance Plan will apply to nuclear families with only some of the family members being PBCN members. The non-PBCN member of such a family can apply to receive emergency assistance where designated by the family as the appropriate recipient or where chosen by the Councillor and the EAP coordinator as the appropriate person to receive the assistance.

5. WHAT IS NOT AN EMERGENCY?

Certain situations and/or scenarios whereby emergency financial assistance will not be provided are listed below. This list is not exhaustive but rather simply provides a number of specific examples of where the policy does not apply.

5.1 Death of a loved one or other close relative. If the member in question has already died, the time for an emergency has passed and therefore is not an emergency. However, the initial costs and services for the deceased will still be covered to a certain amount by PBCN and INAC. These costs are also limited and do not cover excessive costs of caskets, additional services and other costs not normally covered by PBCN. (See Appendix A)

5.2 Delivery of a newborn child is normally not considered an emergency. It is generally understood that the spouse of the person giving birth is covered under the Medical Services Branch for food, travel (STC) and lodging. Please see section 3 which covers this.

5.3 Any case where other funding sources cover the emergency, access to the EAP is not allowed except on a short term loan basis where the other benefit is slow in coming. In such a case the beneficiary of the funds must sign a contractual commitment to pay back or assign the amount of the loan back to the EAP.

5.4 PBCN cannot cover the costs of Multiple or Long term Visits of a sick/dying relative in a hospital. PBCN will only cover one application by the designated individual. Except in the one instance as mentioned above, if one wishes to visit a sick and/or dying relative they must do so at their own cost. PBCN has no obligation to fund additional visits by multiple parties.

5.5 Being delinquent in the paying of personal bills and the cost of living expenditures is not the responsibility of PBCN nor shall these costs be covered by EAP. All personal bills (i.e. utilities, rents, etc.) are the responsibility of that individual.

5.6 Regularly scheduled surgeries and non life threatening operations are not considered emergencies and would therefore not qualify for assistance.

5.7 Non-life threatening lacerations, cuts and bruises, sprains, strains, dislocated shoulder and joints, muscle injuries, and other non life threatening medical situations are not eligible for assistance.

5.8 Motorcades at the community level will not be funded.

6. APPLICATION STEPS FOR EAP ASSISTANCE

- Step 1: A PBCN member requiring emergency assistance would complete the standardized EAP form. This will be issued at the community level, the affected person (responsible household member) will fill out the forms then faxed to Head Office by the delegated authorized person from the EAP program to the centralized accounting dept (CAD). Prince Albert will be the location of (CAD).
- Step 2: The designated EAP Worker in the community will review the EAP form to completed EAP form to the EAP Coordinator for review and processing. If needed, the EAP Coordinator will consult with Social staff and other alternate program, insurance or statutory sources of funds for confirmation on eligibility of the applicant for emergency assistance from no other source before granting assistance from the EAP.
- Step 3: If approved, EAP funds would be available for pick up at the EAP office or the funds could be wired to a location where access to the funds is more practical as agreed between the EAP coordinator and the applicant. All EAP forms will be placed on file for future reference, including those that were denied.

7. ALLOWABLE EAP RATES

If a person qualifies for emergency assistance, the amount of assistance provided will be on a one (1) time basis. The following rates for EAP assistance will be provided pending the approval of the application and the availability of EAP community budgets:

A. Funerals

- Travel (at \$0.41 per km for own vehicle)
- Wakes (\$500 for food purchases)
- Accommodations (maximum of 3 nights stay only)
- INAC funeral rates as per Appendix A of this policy.

B. Other Emergencies

- Travel (at \$0.41 per km for own vehicle or other approved public transportation)
- Meals (\$15 per day per person)
- Accommodations (maximum of 3 nights stay for 1 room only)

C. Under no circumstances will EAP approve more than the maximum allowable limit.

D. If required and justifiable, an Elder may request that the EAP Program provide him/her with transportation to and from the destination.

8. FISCAL MANAGEMENT

The EAP Program will be accountable for all funds administered in delivering this service to PBCN Membership. The EAP Coordinator and EAP Workers will adhere to both the PBCN Financial Administration Act and PBCN Financial Regulations Policy to ensure prudent and sound financial management for all EAP funds. This program will be reviewed after each year of operation.

**APPENDIX - A
INAC FUNERAL RATES**

¹INAC Criteria

Assistance may be provided at prescribed rates under the Social Assistance Program to meet the costs of funerals for individuals who meet the criteria of eligibility for social assistance.

No allowance to cover the costs of a funeral shall be considered or granted prior to the immediate family contacting an estates officer to determine the current availability of funds which result from an estate.

If such funds are not available or will not be available within 30 days of the death of the individual the Director of Social Development is obligated to authorize payment.

Should there not be an estate, payment will be released as soon as applicable at the rates noted herein.

Funeral Expenses	Amount Covered by INAC only and does not include the additional cost NON FTA covers.
Earth Burial/Cremation Services	\$1,260.00
Crematory charges (includes urn)	Actual cost
Child age 2 yrs. & younger	\$1,163.00
Casket Expense (including freight)	
**Casket (including freight) 1 for earth burial and cremation, if required for viewing the deceased	\$326.00
Child age 2 years & younger	\$127.00
Hermetically sealed, oversized	Actual cost
Cremation container for internment of ashes if no viewing	\$115.00
Grave Liners	
Vaults, rough boxes	Actual cost
Transportation	
For hearse and one other vehicle (per km)	\$ 0.61
Regina/Saskatoon (per service)	\$29.00
Outside city limits (per km)	\$.61
Graves - Opening & Closing	Actual cost

**Any upgrades to caskets will be the responsibility of the family unit.

¹ For additional information, please refer to INAC's Social Assistance Policy Manual, August 1998.

Appendices (Other Sources of Income)

-Know Your rights

-see the CRA website <http://www.cra-arc.gc.ca/menu-e.html>

- See CRA as to what individuals' can qualify for

-GST Refunds

-Income Tax refunds for qualifying working PBCN Members

-Child Tax Benefits Program

INAC's Social Assistance Policy

-Your rights

-please contact your local Social Development Director / Worker for a copy

MSB

What are PBCN Memberships rights for emergency assistance in certain situations?

-contact PBCN Health Services for more information

9. SIGNATURES

The Peter Ballantyne Cree Nation Conflict of Interest Policy was reviewed by a quorum of Chief & Council the _____ day of the month of _____, 2006.

The Peter Ballantyne Cree Nation Conflict of Interest Policy is approved by motion # _____ and signed this _____ day of the month of _____, 2006.

On behalf of Chief & Council,

Harold Linklater
Chief, Peter Ballantyne Cree
Nation

Margaret Michel
Councillor, Sturgeon Landing

Larry Sewap
Councillor, Pelican Narrows

David Caribou
Councillor, Sandy Bay

Stanley J Merasty
Councillor, Pelican Narrows

Roland Nataweyes
Councillor, Sandy Bay

Darwin Morin
Councillor, Pelican Narrows

Darren Morin
Councillor, Southend

Thomas Sewap
Councillor, Pelican Narrows

Ernest Cook
Councillor, Southend

Francis Highway
Councillor, Pelican Narrows

George Michel
Councillor, Prince Albert

Cornelius Ballantyne
Councillor, Deschambault
Lake

Marie Gunville
Councillor, Denare Beach

Peter A. Beatty
Councillor, Deschambault
Lake